



**Minutes of the
Millcreek City Council
June 23, 2025
6:45 p.m.
Work Meeting
7:00 p.m.
Regular Meeting**

The City Council of Millcreek, Utah, met in a public work meeting and regular meeting on June 23, 2025, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was recorded for the City's website and had an option for online public comment.

PRESENT:

Council Members

Jeff Silvestrini, Mayor (excused)
Silvia Catten, District 1
Thom DeSirant, District 2
Cheri Jackson, District 3
Bev Uipi, District 4

City Staff

Mike Winder, City Manager
Elyse Sullivan, City Recorder
Francis Lilly, Assistant City Manager
Lisa Dudley, HR-Finance Director
Kurt Hansen, Facilities Director
John Brems, City Attorney
Jim Hardy, Building Official
Rita Lund, Communications Director
Kayla Mayers, Promise Program Director

Attendees: Connor Gale, Officer Jacob Mecham, Chief Petty-Brown

WORK MEETING – 6:45 p.m.

TIME COMMENCED: 6:45 p.m.

Mayor Pro Tempore Uipi called the work meeting to order.

1. Promise Program Quarterly Report; Kayla Mayers, Promise Program Director

Kayla Mayers reported updates from the last quarter, which included: youth scholarships (8 youth), a resource fair at Bud Bailey Apartments, Earth Day field trips (60 youth) with rain barrel painting and an auction, William Penn Elementary 100th birthday celebration, a bike rodeo at Moss Elementary, the Mayor's Star of Excellence awards, kicked off UTA Pass Pilot Program, Healthy Millcreek Key Leader orientation, child supervision for English classes, digital literacy classes (43 attendees), and an art showcase (68 art pieces) for afterschool youth. The ESLC Community Voice Award and Best of State in Community Development – Youth Organization awards were received and Mayers graduated with a Master of Community and Organizational Leadership degree. The school year 25 Youth Council wrapped up and the school year 26 Youth Council cohort was selected. Mayers gave a brief introduction to what was to come in the subsequent quarter: Produce Pals Program, College and Career Day at Porsche and Granite Credit Union, Canyon Rim Cares Project – early math

literacy kits for parents, afterschool summer camp on the Common, focus group with Millcreek teens to learn about what supports they have or need to reach graduation, another bike rodeo at Moss Elementary, 9/11 Day of Service, and welcoming week event on Millcreek Common.

Mayor Pro Tempore Uipi acknowledged that she appreciated the in person reports.

2. Staff Reports

Mike Winder acknowledged successful city events. Rita Lund brought up details for the 4th of July parade.

3. Discussion of Agenda Items, Correspondence, and/or Future Agenda Items

There was none.

Council Member DeSirant moved to adjourn the work meeting at 7:01 p.m. Council Member Jackson seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

REGULAR MEETING – 7:00 p.m.

TIME COMMENCED: 7:02 p.m.

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

Mayor Pro Tempore Uipi called the meeting to order and led the pledge of allegiance.

1.2 Unified Police Department Millcreek Precinct Officer of the Month for May 2025

Chief Petty-Brown announced Officer Jacob Mecham as Officer of the Month for May 2025 for his exemplary response to a complex mental health crisis on May 3. Officer Mecham joined the department in December.

1.3 Public Comment

There were no comments.

2. Financial Matters

2.1 Public Hearing to Consider Amending the Fiscal Year 2024-2025 Budget

Council Member DeSirant moved to open the public hearing. Council Member Jackson seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

There were no comments.

Council Member DeSirant moved to close the public hearing. Council Member Jackson seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

2.2 Discussion and Consideration of Ordinance 25-26, Amending the 2024-25 Fiscal Year Budget

Lisa Dudley said this was the final budget amendment for the fiscal year. She reviewed changes to revenue and expenditures. This final budget amendment for the fiscal year is intended to reconcile all revenue and expenditure lines to ensure accuracy and determine the year-end general fund balance percentage—an important financial benchmark. Adjustments were made across various revenue categories, including decreases in tax revenues tied to a slowdown in development activity and increases in intergovernmental revenues and charges for services, especially from community events and recreation programs. A notable increase in interest income, particularly from the PTIF (Public Treasurers' Investment Fund), also contributed positively to general fund revenues. Overall, the general fund saw a net revenue increase of approximately \$1.4 million, which offsets various intra-departmental budget adjustments outlined in Exhibit A. A key amendment includes an additional transfer to the Capital Improvement Project (CIP) fund for the five-year plan, which was initially omitted from the CIP documentation but has since been included via a substitute motion. Preliminary estimates suggest the city will end the year with a general fund balance between 34% and 35% of annual revenue, with final figures to be confirmed during the audit fieldwork beginning in late September.

Council Member Jackson moved to adopt Ordinance 25-26, amending the budget for the 2024 fiscal year as set forth in attached Exhibit A identified as Fiscal Year 24-25 final budget amendment and to include the additional revenue line amendments to the Capital Improvement Fund budget as presented. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

2.3 Discussion and Consideration of Ordinance 25-27, Adopting a Final Budget and Making Appropriations for the Support of Millcreek for the Time Period Beginning July 1, 2025, and Ending June 30, 2026

Lisa Dudley said the upcoming fiscal year's budget, last presented to the council on May 27, has undergone minimal changes, limited to the lines highlighted in yellow on her presentation, which reflect updates related to property tax revenue. Following the recent adoption of the certified tax rate (TC-693) by the council at a special meeting, a small adjustment of approximately \$8,000 was made to align with the actual property tax figures—this minor variance is due to rounding and does not indicate a deficit. Initially, the budget included placeholder amounts for property tax revenue and new growth, pending release of the certified rate. Additionally, due to the activation of the tax increment for the MedTech Community Reinvestment Area (CRA), prompted by the St. Mark's expansion and resulting in a \$200 million increase in taxable valuation, the general fund will not receive the usual new growth revenue. Instead, that revenue is now allocated to the CRA. These updates are reflected as a reduction in general fund revenues

and a corresponding increase in the budgetary use of fund balance to maintain a balanced budget. All other budget lines remain unchanged from the last discussion.

Council Member Jackson moved to adopt Ordinance 25-27, Adopting a Final Budget and Making Appropriations for the Support of Millcreek for the Time Period Beginning July 1, 2025, and Ending June 30, 2026. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

2.4 Public Hearing Regarding (a) the Issuance of Not More than \$25,000,000 of Sales Tax & Tax Increment Revenue Bonds and (b) Any Potential Economic Impact that the Improvements, Facility or Property Financed in Whole or in Part with the Proceeds of Said Bonds May Have on the Private Sector

Council Member DeSirant moved to open the public hearing. Council Member Jackson seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

There were no comments.

Council Member DeSirant moved to close the public hearing. Council Member Catten seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

3. Business Matters

3.1 Discussion and Consideration of Ordinance 25-28, Amending Section 1.18.225, Failure to Pay Penalties, of the Millcreek Municipal Code

John Brems said as part of the recodification of the land use ordinance, this language was inadvertently left out, so it was moved to the civil penalty section of code.

Council Member DeSirant moved to approve Ordinance 25-28, Amending Section 1.18.225, Failure to Pay Penalties, of the Millcreek Municipal Code. Council Member Jackson seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

3.2 Discussion and Consideration of Ordinance 25-29, Amending Section 2.07.209, Nepotism, of the Millcreek Municipal Code

John Brems said staff presented an updated version of the Millcreek Employee handbook at the council's last meeting. The definition of nepotism used in the handbook will mirror the new language for the code.

Council Member Jackson moved to adopt Ordinance 25-29, Amending Section 2.07.209, Nepotism, of the Millcreek Municipal Code. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant

voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

3.3 Discussion and Consideration of Resolution 25-24, Approving a Cooperation Agreement with the Metropolitan Water District of Salt Lake & Sandy for Non-District Use of District Lands and Interest in Lands

Mayor Pro Tempore Uipi said this was the district working to clean up easements.

Council Member Catten moved to approve Resolution 25-24, Approving a Cooperation Agreement with the Metropolitan Water District of Salt Lake & Sandy for Non-District Use of District Lands and Interest in Lands. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

3.4 Discussion and Consideration of Resolution 25-25, Adopting an Updated Version of the Millcreek Employee Handbook

John Brems said the council was presented a draft handbook at the last meeting. The nepotism language was changed and reflects the newly amended code. There was a distinction made with appointed employees and department directors, who are considered at will employees. There was some clarification made to the travel policy.

Council Member Jackson moved to adopt Resolution 25-25, Adopting an Updated Version of the Millcreek Employee Handbook. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

3.5 Discussion and Consideration of Resolution 25-26, Approving the Amended and Restated Millcreek Youth Council Bylaws

Kayla Mayers reviewed updates to the bylaws which included recommendations to the city council by the youth council and that the youth council will only be comprised of 11th and 12th graders. There will be 25 students in the coming year's youth council, with 21 new students. The students must reside in Millcreek and must not be on more than one youth council (other cities). Expectations for communications and attendance were set in the updated bylaws. Mayor Pro Tempore Uipi asked if there was an issue with attendance in the past. Mayers said there had been. Winder acknowledged the events the youth council participate in.

Council Member DeSirant moved to approve Resolution 25-26, Approving the Amended and Restated Millcreek Youth Council Bylaws. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

4. Reports

4.1 Mayor's Report

There was no report.

4.2 City Council Member Reports

Council Member Jackson noted she was sworn into the Unified Fire Authority Board and Unified Fire Service Area Board. She then highlighted recent city events.

4.3 Treasurer's Report

Council Member Jackson reported that as of June 23, 2025, the city's total shared cash amounts to \$39,649,723, comprised of \$1,186,986 in the operating account and \$38,462,737 in the state treasury fund account. General fund revenue to date totals \$36,340,728. This includes \$11,895,870 in property tax collections, which is nearly 100% of the estimated revenue and is expected to meet or exceed the budget. General sales tax revenue, based on nine months of collections, stands at \$11,596,964, representing 76% of the projected total, also indicating a strong likelihood of meeting or surpassing the target. Additionally, building permit revenues have reached \$1,175,177. On the expenditure side for May, the city issued 126 checks totaling \$2,406,413, processed 15 bank drafts amounting to \$1,946,783, and covered three payroll periods at a cost of \$533,665.

4.4 Staff Reports

Mike Winder said city employees could attend city events with their respective parties present by showing their city badges at the door.

4.5 Unified Police Department Report

Chief Petty-Brown reported the crime statistics from May 2025. There were 2,943 calls for service, 881 new police reports, 317 citations, and 18 booking arrests. She noted two true vacancies in the department. In May, response times for priority 1 calls was 7 minutes, priority 2 calls was 5 minutes, and priority 3 calls was 12 minutes. The chief provided statistics from various units for the month and a 2021-2025 case trend graph. In Millcreek there were 33 assaults, 15 burglaries, 11 drug offense, 100 family offenses, 30 frauds, 67 larcenies, 13 sex offenses, and 12 stolen vehicles. Millcreek detectives were assigned 56 cases and 10 were submitted for charges. There were 13 transient related calls and 68 mental health calls. The chief highlighted the Community Oriented Policing Unit engaging in 14 events with 29 hours of public engagement. Sgt. Allen and Social Worker Golden attended the 6th Annual Co-Responder Conference in Atlanta.

Scarlett Paul, resident, asked about the graph on response times. Chief Petty-Brown explained the priority calls.

5. Consent Agenda

5.1 Approval of June 9, 2025 Regular Meeting Minutes

5.2 Approval of June 16, 2025 Special Meeting Minutes

Council Member Jackson moved to approve items 5.1 and 5.2. Council Member Catten seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

6. New Items for Subsequent Consideration

There was none.

7. Calendar of Upcoming Meetings

- Millcreek Community Council Mtg., 7/1/25, 6:30 p.m.
- Canyon Rim Citizens Association Mtg., 7/2/25, 7:00 p.m. – No meeting
- East Mill Creek Community Council Mtg., 7/3/25, 6:30 p.m.
- Historic Preservation Commission Mtg., 7/10/25, 6:00 p.m.
- City Council Mtg. 7/14/25 7:00 p.m.

Council Member Jackson moved to go into closed session Utah Code 52-4-205 (c) strategy sessions to discuss pending or reasonably imminent litigation at 8:01 p.m. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

Council Member DeSirant moved to go back into open meeting at 8:21 p.m. Council Member Jackson seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

ADJOURNED: Council Member DeSirant moved to adjourn the meeting at 8:22 p.m. Council Member Catten seconded. Mayor Pro Tempore Uipi called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Jackson voted yes, and Council Member Uipi voted yes. The motion passed unanimously.

APPROVED: _____

Jeff Silvestrini, Mayor

Date

7-14-2025

Attest: _____

Elyse Sullivan, City Recorder