



**Minutes of the**  
**Millcreek City Council Meeting**  
**Monday, March 20, 2017**

**Councilmembers present**

Jeff Silvestrini – Mayor  
Silvia Catten – Council District 1  
Dwight Marchant – Council District 2  
Cheri Jackson – Council District 3  
Bev Uipi – Council District 4

**Other present**

Leslie Van Frank – Acting Recorder  
John Brems – City Attorney  
Rita Lund – Deputy Recorder

**4:00 PM – WORK SESSION**

Mayor Silvestrini called the meeting to order at 4:00 PM.

**Agenda Item 1. Discussion with Jared Steffey from Salt Lake County**

Mayor Silvestrini announced that Mr. Steffey had asked to be excused due to a family medical emergency and that the discussion be rescheduled for the March 27<sup>th</sup> council meeting.

**Agenda Item 2. Discussion with John Miller, Salt Lake County Engineering**

Mayor Silvestrini introduced John Miller, Engineering Associate Director. Mr. Miller presented a grant agreement possibility that has been released by UDOT for the Safer Sidewalk Program. The grant funds are available for projects along state routes and Mr. Miller outlined the criteria

and asked the council if they might be interested in having engineering prepare a grant application on behalf of Millcreek. A 20% match would be required. The council asked Mr. Miller to prepare information on potential applications to be presented at the next council meeting.

Mr. Miller than discussed the public hearing that is to be held Tuesday night related to the Grandeur Peak resident only parking pilot program.

Mr. Miller informed the council that the contractors on the 9<sup>th</sup> E and 23<sup>rd</sup> E projects will be starting work on the remaining punch list items for those projects. Residents can expect lane shifts and shoulder closures. Councilmember Marchant asked if the section of 9<sup>th</sup> E across from Millcreek Gardens will be addressed. Mr. Miller responded that section will be addressed, there is some indication of a water leak and there will be a pavement cut to determine the cause.

Councilmember Marchant pointed out a concern related to crosswalk on 9<sup>th</sup> East at 3140 South and asked Mr. Miller to consider potential solutions.

### **Agenda Item 2 (numbered). Discussion with Salt Lake County Animal Services**

Mayor Silvestrini introduced Talia Butler, Animal Services Director, who gave a presentation on the services provided by the organization, including free services available to residents, a 95% live release rate, a 35% return rate and a no-kill status. Animal Services is the only 24/7 responder in the valley and has an on premise vet that treats injured or sick animals. Animal Services provides detailed quarterly statistics to their contract cities including call volume, types of calls, neighborhood locations of concerns/complaints, live release rates or other items requested.

Mayor Silvestrini reported that a resident had requested information on feral cat colonies and Ms. Butler explained the state TNR (Trap/Neuter/Release) program. She will have a TNR specialist contact the constituent to discuss the concern. Councilmember Catten asked the procedure for barking dog complaints. Ms. Butler explained that Animal Services will issue citations but the courts are more responsive to complaints that come from more than one neighbor. Complainants are requested to keep a log of the times and duration of episodes and to contact Animal Services.

Ms. Butler reported that all contract cities will be paying the same rate, \$9.63 per citizen per year for services.

### **Agenda Item continued from March 13<sup>th</sup>.**

Mayor Silvestrini then introduced Mr. Steve Knox representing the Sierra Club and announced that Mr. Knox is also a member of the Millcreek Envision Committee. A presentation by Mr. Knox had been scheduled for the city council agenda for March 13<sup>th</sup> but was moved to the current agenda.

Mr. Knox distributed an outline of the Sierra Club “Keeping Public Lands in Public Hands” program. He then outlined the points of the program regarding concerns about various bills that had been passed by the state legislature related to transferring federal lands to state control.

The Sierra Club is requesting resolutions of support for the program and Mr. Knox provided a potential resolution that Millcreek might be interested in considering. Councilmember Marchant responded that he does not feel that the city has adequate information and he is not ready at this point to consider a resolution. The council requested Mr. Knox provide additional information before determining whether to consider a resolution.

### **Agenda Item 3. Discussion with Fred Healey about acquisition of leased office space for the city and RFP for office space**

Mayor Silvestrini introduced Fred Healey, who is volunteering his services to assist Millcreek in locating city office space. A potential site plan had been circulated and Mr. Healey reviewed the space requirements that had been included. There was additional discussion about the request for proposal (RFP) that had been prepared and reviewed by city attorney John Brems. The RFP will be widely circulated and Mr. Healey feels that there should be good responses.

The mayor and council thanked Mr. Healey for his volunteer efforts on behalf of Millcreek and his provision of free storage space for city furniture and equipment.

### **Agenda Item 4. Discussion of website RFP**

There was discussion of the responses that had been received from the RFP for website development and services. Mayor Silvestrini urged the councilmembers to carefully consider exactly what results they would expect from a website consultant. After further discussion, all councilmembers were asked to complete their scoresheets and be prepared for further discussion at the March 27<sup>th</sup> Council meeting.

Leslie Van Frank, acting City Recorder, requested that the council additionally consider the need for an employee who can assist with the responsibilities that she has been providing on a volunteer basis for the city. With the website, the newsletter, and the recorder responsibilities, Ms. Van Frank told the council that the necessary work is becoming an almost full time volunteer project for her and would appreciate assistance.

### **Agenda Item 5. Discussion of Great Utah Shakeout event**

Councilmember Jackson announced that the event will be held on April 20<sup>th</sup> at 10:15 AM. Organizations can sign up to participate but Millcreek at this time does not have employees to create a participation plan. Everyone was asked to register for the event.

## **Agenda Item 6. Discussion of RFP for human resources**

Mayor Silvestrini announced that the deadline for the RFP is March 23<sup>rd</sup> and that at this point no proposals had been received, although one group had requested additional information.

The mayor introduced Judy Thimakis, a Millcreek resident who has volunteered to assist Millcreek with developing a human resource plan. Ms. Thimakis reported that she could move forward with providing information to the city but needed information including policies/procedures and an idea of the positions being considered.

Mayor Silvestrini outlined his ideas including the hiring of a city manager who would build a planning department, an economic development department and a community development department which would include social and community building aspects.

There was additional discussion related to a benefit program, the requirement to join the Utah Retirement System (URS) and participation in social security.

Ms. Thimakis stated that it is very important that the council develop a vision statement for the city. Councilmember Uipi agreed to circulate some templates for a vision statement that she has gathered as a starting point. Mayor Silvestrini suggested that the Envision Committee could be of assistance.

Ms. Thimakis reported that she felt her volunteer services could save the city some funding and asked that councilmembers forward ideas for positions to her.

## **Agenda Item 7. Continued discussion of municipal priorities**

Mayor Silvestrini reported that Amber DeBirk had indicated that she would no longer be able to assist the Arts Council and that the group would need to be reconstituted. Kurt Zimmerman, a member of the Arts Council reported that the group had been considering following the Taylorsville model for an arts council.

Councilmember Jackson reported that the special events committee should begin meeting. Membership will include Jeff Bladder from Mt. Olympus, Diane Angus from Millcreek and Nancy Carlson-Gotts from East Mill Creek. Rita Lund will contact Canyon Rim to ask which member has been assigned from that council.

Mayor Silvestrini reported that he has received budget requests from all of the community councils with the exception of Mt Olympus. Councilmember Jackson stated that there should be a discussion related to the funding of arts and events potentially including a competitive application process.

Rita Lund reported that Smiths Marketplace had agreed to provide fruit to be passed out at the Salt Lake Marathon route. There was discussion about participation and a location for the city booth.

Diane Angus, the chair of the Millcreek Community Council, requested financial assistance from the city to provide emergency services cache sites in her council area. In the past, the Millcreek Community Council had assisted with the needs of the other community council areas and she feels that her area should be considered.

Nancy Carlson-Gotts asked when the community council funds would be distributed. Mayor Silvestrini replied that a time certain one hour budget discussion will be scheduled on the work session agenda for April 3<sup>rd</sup> at 5:00 PM.

Mayor Silvestrini reported that a public hearing for the feasibility study will be scheduled for mid-May and that the study should be available by April 15<sup>th</sup>. The mayor asked the community councils if it would be possible to present the study at the community council meetings that will take place the first and second weeks of May to allow for additional public distribution.

Councilmember Uipi asked the council if they would like her to invite Kerri Nakamura from the League of Cities and Towns to discuss the services they provide. The mayor responded that this could be scheduled for the city council meeting on March 27<sup>th</sup>.

The work session adjourned at 6:35 PM.

## **GENERAL MEETING**

### **1. Call to Order**

Mayor Silvestrini called the meeting to order at 7:05 pm

1.1 The Pledge of Allegiance was led by Alex Payne, a Millcreek Scout

1.2 Approval of Minutes

The minutes of the March 13, 2017, meeting were approved upon MOTION by Councilmember Jackson, seconded by Councilmember Marchant.

### **2. Public Comment**

Joanne Wong, a Millcreek resident, requested a line item breakdown of the Millcreek budget. Councilmember Marchant will provide the information to Ms. Wong.

### **3. Reports**

Mayor Silvestrini gave a report on the Greater Salt Lake Municipal Services District. The District had held a special budget meeting and adopted a tentative budget. A public hearing on the budget has been scheduled for March 29<sup>th</sup>, at 6:00 PM in the Committee of the Whole meeting room at the Government Center.

The budget meeting included discussion of the funding requirements for the Metro Townships and those five budgets were approved with some adjustments such as eliminating the revolving community council funds, some printing costs in Magna. A ratable amount of \$498,000 was

included for Millcreek, bringing the total administrative funding requirements to around \$1.6 million.

An MSD tentative budget was then approved, which includes reductions to account for the \$1.6 million designated to go towards the administration costs for the Metro Townships and the ratable amount for Millcreek. Reductions that were considered included a 15% cut to parks maintenance, a reduction in force of seven full time employees and other items.

The mayor further reported that Millcreek will be setting its own budget and is not bound by the MSD decision. Some members of the MSD have requested more definition of the actual impacts of the proposed cuts and there may be further adjustments after the public hearing.

Mayor Silvestrini then reported that the Millcreek Planning Commission met last week and considered the MD zone ordinance change proposal. The Planning Commission suggested additional small changes based on their work session and the ordinance change proposal should be heard at the City Council in the next two weeks. John Jansen is incorporating the changes into the document. The mayor further reported that a public hearing is scheduled for March 29<sup>th</sup> to begin the discussion on a potential change to the commercial zones in the city.

Mayor Silvestrini then gave a preview of an interactive map that had been prepared by the county surveyor. The map shows council districts, zip codes, existing zoning, and can zoom to individual parcels. The surveyor had prepared the map at the request of the mayor and Tara Whiting to assist in answering constituent questions. Additional layers can be added upon request and the map will be posted on the city website.

Councilmember Jackson reported that she had been contacted by Kathy Holder at the state regarding the NFIP application. City attorney John Brems told the council that the application had been submitted but there had not yet been a response certifying that the Millcreek ordinances fulfill the requirements. Mr. Brems felt confident that the requirements would be adequately fulfilled due to the fact that Millcreek had adopted the current county ordinance. Councilmember Jackson then noted that Janna Wilkerson, a Millcreek resident who had offered to assist the city in establishing their flood plain plan, had also contacted the councilmember to remind the city that a certified flood plain manager will need to be determined.

Councilmember Uipi reported that she had attempted to widely distribute the notices of the Grandeur Peak public hearing scheduled for March 22<sup>nd</sup>. Several councilmembers noted that they had received emails and all have been sharing the comments with the other members.

UPD Chief DeBry and UFA Captain Larsen indicated that they will be attendance at the public meeting.

It was determined that the final vote on the resident only parking pilot program would not be held on the same night as the public hearing to allow the councilmembers to consider all the comments. The final decision will be placed on the agenda for the city council meeting to be held on March 27<sup>th</sup>.

Councilmember Uipi further reported that she had attended a UFA suicide prevention program with East Mill Creek community council chair Lee Ann Hansen and that a similar program will be held by the Skyline High PTAS.

Councilmember Marchant reported that he will be attending the UFA Fire School along with Councilmember Catten and Mayor Silvestrini.

Councilmember Jackson reported she will be attending the Community Disaster Simulation to be held on Saturday, March 25<sup>th</sup>, in Herriman.

#### **4. Appointments**

No appointments appeared on the agenda.

#### **5. Consent Agenda**

No consent items appeared on the agenda.

#### **6. Planning Matters**

No planning matters appeared on the agenda.

#### **7. Financial Matters**

No financial matters appeared on the agenda.

#### **8. Other Matters**

##### **8.1 Discussion and consideration of Resolution No. 17-\_\_\_\_\_ approving a Request for Proposals for office space**

The item having been discussed in the Work Session, MOTION was made by Councilmember Marchant, seconded by Councilmember Catten to approve the request for proposals for office space. The motion was approved by a roll call vote with councilmembers voting as follows:

Councilmember Marchant – Aye

Councilmember Jackson – Aye

Mayor Silvestrini – Aye

Councilmember Catten – Aye

Councilmember Uipi – Aye

#### **9. New Items for Subsequent Consideration**

There were no subsequent items considered.

#### **10. Calendar of Upcoming Events**

Mayor Silvestrini reviewed the calendar of upcoming events.

Agenda items for the City Council meeting to be held on March 27<sup>th</sup> were reviewed.

**11. Closed Session (If Needed)**

No closed session was required.

**12. Adjournment**

MOTION for adjournment was made by Councilmember Uipi, seconded by Councilmember Catten.

Meeting adjourned at 7:40 PM.