

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, AUGUST 8, 2017 AT 6:24 P.M. IN THE COTTONWOOD HEIGHTS  
CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL  
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

**Roll Call.**

**Present:** Mayor Kelvyn Cullimore, Councilman Mike Shelton, Councilman Tee Tyler.

**Excused:** Councilman Mike Peterson, Councilman Scott Bracken. (*Councilman Bracken joined the meeting later in the evening.*)

**Roll Call.**

**Present:** City Manager John Park, Assistant City Manager Bryce Haderlie, City Attorney W. Shane Topham, City Recorder Paula Melgar, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Community Development Director Brian Berndt, Public Works Director Matt Shipp, Finance Director Dean Lundell, Senior Planner Michael Johnson, Public Relations Specialist Dan Metcalf.

**Excused:** City Planner Andrew Hulka, Assistant Police Chief Paul Brenneman,

Mayor Cullimore called the meeting to order and welcomed those present to the City Council Work Session.

1. **UDOT Avalanche Control - Bill Nalli**

Mr. Nalli provided the Council with an update on the avalanche control situation in the Canyons.

2. **High-T Intersection - Amalia Andrews, Project Manager for Kimberley-Horn Consultants**

Ms. Andrews, Project Manager with Kimley-Horn, a Planning and Design Engineering firm. The firm of Kimley-Horn has been contracted by UDOT to handle the High-T Intersection Project. Ms. Andrews was not aware that she needed to be here and was a no show.

3. **Review of Business Meeting Agenda**

Mayor Cullimore and the City Council reviewed the Items of the upcoming Business Meeting. The Mayor then proceeded to Item 5, Public Relations Report.

4. **Canyons School District – Nancy Tingey**

Ms. Nancy Tingey provided the City Council with her monthly report on the Canyons School District.

5. **Public Relations Report**

Public Relations Specialist, Dan Metcalf, reported on media coverage and events of the city. Mr. Metcalf showed news reports on a mortar found in Cottonwood Heights by KSL News.

Mr. Metcalf also updated the City Council on some updates to the City Newsletter. The Mayor then proceeded to Item 6, line item a. – Community and Economic Development, Planning Commission meeting of August 2, 2017.

6. **Community and Economic Development**

a. Planning Commission meeting of August 2, 2017

Brian Berndt, Director of Community and Economic Development, reported on the recent Planning Commission meeting.

**Walk-On:** Business Awards.

**Walk-On:** Beautification Awards.

*The Mayor took a break at 6:55 p.m. from the City Council Work Session to begin the City Council business Meeting.*

*The Mayor resumed the City Council Work Session at 8:32 p.m. Mr. Nalli presented on Item 1.*

b. Accessory Dwelling Unit Ordinance

Mr. Brian Berndt, Director of Community and Economic Development, and Mr. Michael Johnson, Senior Planner, led a discussion on a proposed ordinance to allow accessory dwelling units in R-1 residential areas. Essentially, this ordinance would allow for basement apartments when ordinance conditions are met.

7. **Public Works Report**

Mr. Matt Shipp, Public Works Director, had nothing to add from his Business Meeting presentation.

8. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Chief Mike Watson reported on events of the week.

b. Police Department

Cottonwood Heights Police Chief Robby Russo reported on noteworthy events of the week.

9. **City Manager/Assistant City Manager Report**

a. City Hall Report

City Manager, Mr. John Park, provided the Council with a progress report on the remaining items to complete the punch list for City Hall.

b. Review of Staff Communications

Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at [www.ch.utah.gov](http://www.ch.utah.gov).

10. **Mayor/City Council Reports**

a. Jordan River Commission Meeting – Councilman Tyler

Councilman Tee Tyler reported on the recent Jordan River Commission meeting.

**Walk-on:** Association of Municipal Councils. Councilman Tee Tyler reported on the recent Association of Municipal Councils meeting.

**Walk-on:** Mike Shelton spoke of concerns with Crestwood Park and the pool which was rented by a friend and was found to be in terrible condition.

**Walk-on:** Mayor Cullimore asked clarification from Mr. Matt Shipp, Public Works Director, regarding Rocky Mountain Power.

11. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. August 14 – Noon - Luncheon w/ Principals & Teachers of the Year
- c. August 15 - Primary Election Day
- d. August 24 - 5:30 pm - Social Media - FREE Boot Camp Workshop
- e. August 29 - Board of Canvass Meeting @ 6:00 p.m.
- f. August 29 - YCC Dinner with the Mayor
- g. August 30 – Police Banquet, Market Street Grill at 6:00 p.m.
- h. Sept. 9 – Big Cottonwood Canyon Marathon and Half Marathon.
- i. Sept. 13-15 – Utah League of Cities and Towns Fall Conference
- j. Sept. 14 - 5:30 pm - Business Licensing - FREE Boot Camp Workshop
- k. Sept. 16 - 10 am – 2pm - Bark in the Park at Mountview Park
- l. October 5 - 11:30 am to 1:00 pm - CH Business Awards Luncheon
- m. October 27 - Monster Mash – Cottonwood Heights Rec. Center
- n. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat

- o. November 7 - Election Day
- p. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
- q. December 5 - City Employees Christmas Party
- r. December 15 - Noon to 2:00 pm - Sub For Santa Open House

**12. Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**

At 11:19 p.m. Councilman Tee Tyler made a Motion to close the Work Session and Adjourn. Councilman Shelton seconded the motion. The motion passed unanimously.

**13. ADJOURN**

The City Council Work Session adjourned at 11:19 p.m.