

1 **MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD**
2 **TUESDAY, JUNE 28, 2016 AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS CITY**
3 **COUNCIL CONFERENCE ROOM LOCATED AT 1265 EAST FORT UNION**
4 **BOULEVARD, SUITE 250, COTTONWOOD HEIGHTS, UTAH**
5

6 **Members Present:** Mayor Kelvyn Cullimore, Councilman Scott Bracken, Councilman Mike
7 Peterson, Councilman Tee Tyler
8

9 **Staff Present:** City Manager John Park, City Attorney Shane Topham, Assistant City
10 Manager Bryce Haderlie, Community and Economic Development Director
11 Brian Berndt, Police Chief Robby Russo, Public Relations Specialist Dan
12 Metcalf, Public Works Director Matt Shipp, Assistant Fire Chief Mike Watson,
13 City Treasurer Dave Muir
14

15 **Excused:** Councilman Mike Shelton
16

17 **WORK SESSION**
18

19 Councilman Bracken reported that Mayor Cullimore would be joining the meeting shortly. He
20 called the meeting to order and welcomed those in attendance.
21

22 He introduced Sheryl Ivey, who shared art concepts for the new City Hall.
23

24 **1.0 Review of Business Meeting Agenda.**
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26 1.1 Mayor Cullimore reviewed the agenda items.
27

28 1.2 City Manager, John Park, introduced the new Public Works Director, Matt Shipp. Mr. Shipp
29 reported that he grew up in Florida and attended the University of Idaho. He served an LDS
30 mission and was now married with four children, one grandson, and a soon to be born
31 granddaughter. He served as the Public Works Director in North Idaho and then moved to
32 Highland City where he served as the Public Works Director and City Engineer. Most
33 recently, he came from Epic Engineering where he had been doing work in North Dakota.
34

35 **2.0 Public Relations Report.**
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37 2.1 Public Relations Specialist, Dan Metcalf, presented the Public Relations media coverage and
38 newsletter information. Media coverage of the following was presented:
39

- 40 * KUTV News coverage of the drone fire and restrictions.
- 41 * FOX 13 coverage of a man held at gunpoint at a pizza shop.
42

43 2.2 Mr. Metcalf stated that the newsletter had been printed and the Butlerville Days program was
44 printed and ready to go. He had a long conversation with the City's dashboard developer who
45 indicated that they were working to find a resolution.
46

1 **3.0 Public Works Report.**

2
3 3.1 Public Works Director, Mr. Matt Shipp, presented the Public Works Report for the month of
4 May 2016 and stated that Terracare had been working on vegetation and doing some trimming
5 along Bengal and Wasatch Boulevards, painting crosswalks and stop bars, and had completed
6 approximately 1,500 square feet of patching. Staff completed their training on the new
7 sweeper. The ADA contractor had been working on the ADA ramps and they should be
8 finishing up soon. The 50/50 sidewalk program had received 14 applicants. They continue
9 to work on call-in work orders.

10
11 3.2 Mr. Park stated that the Pleasant Grove Public Works website stated that cul-de-sacs were
12 plowed last and if cars were parked in the cul-de-sac, it would not be plowed. He was curious
13 as to how effective that could be in keeping cars from parking in cul-de-sacs.

14
15 **4.0 Planning and Economic Development.**

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17 **4.1 a. July 6 Planning Commission Report.**

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19 4.1.1 Community and Economic Development Director, Brian Berndt, reported on the Planning
20 Commission and stated that they were going to begin a formal discussion on Fort Union and
21 schedule a public hearing for the first of August. The Willow Creek Pet Center was coming
22 back with a Revised Master Site Plan and asking for a larger sign on both sides. A new dental
23 office was proposed on Highland Drive, two lots north of 7200 South on the east side.

24
25 4.1.2 Mr. Berndt stated that there were two action items scheduled including the Beckstrand site
26 plan and the definitions for the zoning ordinance. The Board of Adjustment was going to
27 consider the appeal on the daycare on July 2 and would give an update at the next meeting.
28 The Lifestyle Fair would include 20 vendors and was to take place the following Friday.
29 Admission was free and food trucks would be on site. The Cottonwood Corporate Center was
30 beginning construction and the surrounding neighbors had been notified.

31
32 4.1.3 Mr. Park next discussed the Cottonwood Corporate Center and reported that he had been asked
33 several times about funds availability for tree plantings to shield neighbors. He believed there
34 were some funds available and would prepare a budget that would eventually have to be
35 approved by the Council.

36
37 **4.2 b. Recreational Living Expo.**

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39 **5.0 Public Safety Reports.**

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41 **5.1 a. Unified Fire Authority.**

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43 5.1.1 Assistant Chief, Mike Watson, reported on the overtime budget and clarified how they decided
44 what to draw down. Station 116 had four people in the station and a transport engine. When
45 challenged, they run the engine with three people rather than the two. There were additional
46 ambulances and EMTs available in addition to Station 116 responders. He stated that on a
47 paid call ambulance there could be an issue if they work 12-hour shifts and don't have
48 personnel who can work that day. If there is a full-time staff and people were not signing up

1 because the money wasn't there to pay overtime, they would get part-time jobs they could
2 count on at which point it would become a budget issue. He reported that the Board of Health
3 wanted to be notified when there was a contingent fire in a restaurant so they could help make
4 decisions relative to opening back up.

5
6 **5.2 b. Police Department.**

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8 5.2.1 Police Chief, Robby Russo, reported that the Neighborhood Watch barbecue would be held
9 next week for volunteers. The 4th of July breakfasts were coming up and locations were
10 discussed. He indicated that there had been several robberies and the suspects were described.

11
12 **5.2.2 i. Activation of Fireworks Motorcycle Patrol.**

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14 5.2.2.1 Chief Russo reported that the department trail motors would be going out several times a week
15 in various parks and alleys to determine the potential for fire throughout the City. Restrictions
16 were discussed.

17
18 **5.2.3 ii. Lieutenant Promotion.**

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20 **6.0 City Manager/Assistant City Manager Report.**

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22 **6.1 a. New City Hall Construction Report.**

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24 6.1.1 Mr. Park reported that the new City Hall Open House would be held on September 29, 2016.
25 At the suggestion of the Mayor, they had involved various people. A list was being compiled
26 of those invited to the 10-year anniversary and ground breaking. A slideshow depicting the
27 new City Hall was presented.

28
29 6.1.2 Next discussed was an appropriate location for a City Dog Park. Because there was a need,
30 the County was calling for a Consultant to help identify places throughout the County where
31 they could build dog parks and identify ways to fund them.

32
33 6.1.3 Councilman Tyler expressed concern with the Timberline Trailhead and Ferguson Canyon
34 Trail. He reported that while on a walk, three dogs were all off leash. Signage and separation
35 of small dogs and large dogs in a fenced and gated dog park was described.

36
37 **6.2 b. Review of Staff Communication.**

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39 6.2.1 Assistant City Manager, Bryce Haderlie, reported on the proposed Public Works Facility.

40
41 **6.3 c. Update on Transitioning Public Works.**

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43 6.3.1 Mr. Haderlie reported that they have been working on equipment purchases and finalizing
44 details. Organizational structure as well as wages and job descriptions were reviewed. They
45 met the previous week to discuss the site layout for the new Public Works area for salt storage
46 and temporary offices. Snow plow routes were ongoing.

1 6.3.2 Mr. Park reported that they had considered a salt storage facility with a group of bays that
2 could be driven through with an administrative building out front. They were awaiting on
3 pricing. Once documentation was signed, the City would own the site within 14 days. They
4 had spoken with Terracare about cleaning up their property and they were aware that the City
5 would like it vacated as quickly as possible.
6

7 **6.4 d. Parade Float for Council.**
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9 6.4.1 Assistant City Manager, Bryce Haderlie, presented a float design for the parade with a picnic
10 theme. Transportation for the Mayor and Council was described.
11

12 **6.5 e. Public Survey.**
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14 6.5.1 Mr. Haderlie reported that staff has received calls from upset citizens who were not included.
15 He explained that the survey was conducted by a company who was experienced in the random
16 selection process.
17

18 **6.6 f. Election Result Review – Scott Bracken.**
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20 6.6.1 Councilman Scott Bracken reported on election results throughout the City. The placement
21 of each candidate by District was reviewed.
22

23 **7.0 Mayor/City Council Reports.**
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25 **7.1 a. Conference of Mayors Meeting June 23 at Holladay – Mayor Cullimore.**
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27 7.1.1 Mayor Cullimore reported that in 2015, the City worked hard to get HP-362 passed
28 authorizing legislation that allowed them to win Prop 1, but also resulted in a Gas Tax
29 increase. They expected to see an additional \$125,000 from that tax. He indicated that 11
30 rural counties were identified to receive 110% of what they were getting previously using a
31 different formula. That worked until 2006 when another bill was passed that provided
32 additional funding to the same 11 counties when they are not experiencing significant growth.
33 There was concern expressed about the 11 hold harmless counties. The original legislation
34 failed to protect the hold harmless provisions for those counties. There was a request to make
35 technical corrections and HP-60 was put forward this last Legislative session. The technical
36 corrections ended up moving \$8.5 million in gas taxes to the 11 counties, which was never
37 the intent of the Utah League of Cities and Towns. It was, however, apparently the intent of
38 the Utah Association of Counties. Mayor Cullimore asked how this could have occurred and
39 acknowledged that it was a major error. Possible solutions were discussed.
40

41 7.1.2 The Mayor reported that the meeting also included the appointment of new Municipal Court
42 Judges.
43

44 **7.2 b. Wasatch Front Waste and Recycling District Board Meeting – Councilman**
45 **Bracken.**
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47 7.2.1 Councilman Bracken reported on the Wasatch Front Waste and Recycling District Board
48 Meeting and stated that Jerry Ray was recognized as the National Waste and Recycling

1 Association's Driver of the Year. Green subscriptions were up 21% this year and glass
2 recycling increased by 59%. There was discussion of Salt Lake County Resolution 46-70,
3 which will redefine the structure of the District Board. The July 18 meeting was canceled as
4 there were no pressing issues to discuss. Their next meeting was scheduled for August.
5

6 7.2.2 It was reported that the CH2 meeting involved discussion on the specifics of the Public Works
7 Yard. Dog Park issues were discussed. It was noted that so far, two have taken advantage of
8 the City Employees' Rec Center pass. Roof damage that occurred during the storm during
9 construction was estimated at \$100,000 to \$200,000. The June 30 Fitness Fair was reviewed.
10 Councilman Bracken reported that the Hillside Detention Basin had been trimmed and staff
11 worked on the sound wall that runs along 2300 East. The Skate Park would be open on July
12 23 from 7:00 to 11:00 a.m. He received comments that the tennis courts were difficult for the
13 public to access and the school district wanted them completely closed down during all
14 Butlerville Days activities.
15

16 **8.0 Calendar of Events.**
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18 8.1 Councilmember Schedules for the following week were as follows:
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- 20 a. June 30 – Outdoor Living Fair, CH Recreation Center, 7500 South 2700 East,
21 11:00 a.m. to 3:00 p.m.
- 22 b. July 8 – Movie in the Park at Mill Hollow Park.
- 23 c. July 22-23 – Butlerville Days.
- 24 d. July 29, 30 & August 1, 4, 5, 6 – Annual City Play *Seven Brides for Seven Brothers*.
- 25 e. August 12- Movie in the Park at Bywater Park.
- 26 f. August 17 – VIP Tour of New Butler Elementary.
- 27 g. August 18 – Ribbon Cutting at Butler Elementary.
- 28 h. September 10 – Big Cottonwood Canyon Marathon.
- 29 i. September 14-16 – ULCT Annual Fall Conference.
- 30 j. September 29 – City Hall Grand Opening and Ribbon Cutting.
31

32 **9.0 Closed Meeting to Discuss Litigation, Property Acquisition and the Character and**
33 **Professional Competence of Physical or Mental Health of an Individual.**
34

35 9.1 **MOTION:** Councilman Tyler moved to close the Open Session and open the Closed Session.
36 The motion was seconded by Councilman Shelton. The motion passed with the unanimous
37 consent of the Council.
38

39 **10.0 ADJOURN**
40

41 10.1 The Work Session adjourned at 9:09 p.m.

1 *I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood*
2 *Heights City Council Work Session held Tuesday, June 28, 2016.*

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10 Teri Forbes
11 T Forbes Group
12 Minutes Secretary
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14 Minutes approved: August 22, 2017