

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, JUNE 27, 2017 AT 6:01 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Members Present: Pro Tem Mayor Scott Bracken, Councilman Mike Peterson, Councilman Mike Shelton, Councilman Tee Tyler

Staff Present: Assistant City Manager Bryce Haderlie, City Attorney Shane Topham, City Recorder Paula Melgar, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Community and Economic Development Director Brian Berndt, Finance Director Dean Lundell, Public Works Director Matt Shipp, Public Relations Specialist Dan Metcalf

Excused: Mayor Kelvyn Cullimore and City Manager John Park

A complete Audio Recording of this meeting is available at:

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-225/> *(First part of the Work Session)*

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-227/> *(Second & last part of the Work Session)*

1. Emergency Radio Communications Event – Assistant Chief Paul Brenneman and Carlos Cardon

(00:00:39) Assistant Chief Paul Brenneman and Mr. Carlos Cardon, reported on the June 24th event.

2. Review of Business Meeting Agenda

(00:10:10) Pro Tem Mayor Scott Bracken walked council through the Business Meeting agenda and the Action Items before the City Council.

3. Public Relations Report

(00:29:38) Public Relations Specialist, Mr. Dan Metcalf, Mr. Metcalf thanked those who aided him with the city's newsletter while he was out of the office.

Mr. Metcalf also asked if the city policy on no campaigning in city website is still enough or not. City Attorney, Mr. Shane Topham, responded the city policy clearly states that no political campaigning is allowed on the city webpage and it should remain as such.

Mr. Metcalf reported on media coverage and events of the city:

- Credit Card fraud
- KSL Aquatic Team Invitational – duck was swimming in the pool
- Channel 13 News – Jail changes
- KSL News - Democratic nominees for Congress
- 2 News – Headstone vandalized

Events:

- “Annie” the play
- Butlerville Days
- Art Show scheduled for September
- Bark in the Park

4. **Community and Economic Development**

a. Planning Commission meeting July 5, 2017

(00:49:30) Mr. Brian Berndt, Director of Community and Economic Development, reported on the recent Planning Commission meeting. Two discussion items were the Subdivision Ordinance changes and the new Franchise Ordinance written by City Attorney, Mr. Shane Topham.

Mr. Berndt announced that an Administrative Hearing will be held Wednesday, June 28 for two rental applications.

5. **Public Works Report**

(00:54:30) Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week including progress on the new public works site on 3000 East and areas of emphasis efforts since our last meeting. Virginia Hills was discussed and so was the curbside work done at 6450 South, from approximately 2300 East going west, through 2300 East.

At 6:59 p.m. the City Council took a break to start the City Council Business meeting scheduled to start at 7:00 p.m.

At 7:55 p.m. the City Council resumed the City Council Work Session.

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-227/> (Second & last part of the Work Session)

6. **Public Safety Reports**

a. Unified Fire Authority

(00:00:18) UFA Assistant Chief Mike Watson reported on events of the week. A copy of UFA Assistant Chief Watson handout is attached and incorporated to these minutes by this reference.

b. Police Department

(00:09:31) Chief Robby Russo reported on noteworthy events of the week. He also provided the City Council with departmental changes: new Officers coming in, Officers being promoted, Officers retiring, and new hiring strategies being considered.

7. **City Manager/Assistant City Manager Report**

a. Review of Staff Communications

(00:17:13) This report is available on the internet at www.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date on any changes since the report was made.

Council also discussed City Hall building issues, such as heating and cooling, and recreation priorities.

8. **Mayor/City Council Reports**

a. CH2 Meeting – Councilman Bracken

(00:23:35) Councilman Bracken reported on the recent CH2 meeting which is the coordination meeting between the city and the Cottonwood Heights Recreation Center. Councilman Bracken provided a brief explanation of projects done.

b. Wasatch Front Waste and Recycling District Board Meeting – Councilman Bracken

(00:26:56) Councilman Bracken reported on the recent Wasatch Front Waste and Recycling District Board meeting. He reported that Ms. Rhonda Kitchen was awarded the National Waste Recycling Association Driver of the Year Award. She is the first female recipient of this award. She is also the third generation member of her family in this profession.

Councilman Bracken also explained that the leaf bagging program is being looked at for a fee increase (from \$16/ton to \$44/ton) because these need to be manually opened and emptied; as well as other changes and considerations by the Board.

c. Valley Emergency Communications Center (VECC) Trustee's Meeting – Councilman Shelton

(00:40:48) Councilman Shelton reported on the proceedings of the VECC Board of Trustee's recent meeting.

(00:56:28) **Walk-on** by Councilman Peterson on the *Movies in the Park* event, which was reported to be very well attended and received a lot of positive comments.

9. **Calendar of Events**

(00:57:45) Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** July 4, Oct 31, Dec 5 & 26
- b. July 7 *Movies In The Park* at Mountview Park - *Rogue One* (PG-13)
- c. July 21 and 22 - *Butlerville Days*
- d. July 21 *Movies In The Park* at Butler Park - *Finding Dory* (PG)
- e. July 27-29, July 31, August 4-5 - CH Arts Council Presents 'Annie'.

- f. Aug. 14 – Noon - Luncheon w/ Principals and *Teachers of the Year*
- g. August 15 - Primary Election Day
- h. August 24 - 5:30 pm - *Social Media - FREE Boot Camp Workshop*
- i. August 29 - *YCC Dinner with Mayor*
- j. Sept. 14 - 5:30 pm - *Business Licensing - FREE Boot Camp Workshop*
- k. September 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 31 - 3:00 pm to 5:00 pm - *CHBA Trunk or Treat*
- n. November 7 - Election Day
- o. November 16 - 5:30 pm to 7:30 pm - *FREE Boot Camp Workshop*
- p. December 5 - *City Employees Christmas Party*
- q. December 15 - Noon to 2:00 pm - *Sub For Santa Open House*

(00:58:45) Walk-on by city Attorney, Mr. Shane Topham, on the need to renew the Rocky Mountain Franchise in July.

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

No closed meeting was needed.

11. ADJOURN

(01:02:09) Councilman Tee Tyler made a motion to adjourn the City Council Work Session. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

The City Council Work Session adjourned at 8:57 p.m.