

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, OCTOBER 10, 2017 AT 6:06 P.M. IN THE COTTONWOOD
HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST
BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Kelvyn Cullimore, Councilman Mike Shelton, Councilman Tee Tyler, Councilman Mike Peterson

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

Youth City Council: Maxwell Hendrickson

Excused: Councilman Scott Bracken

Mayor Kelvyn Cullimore called the meeting to order and welcomed those present.

1. Canyons School District

Ms. Amber Shill presented her monthly report on the Canyons School District.

2. Big Cottonwood Canyon Marathon

Mr. Jared Rohatinsky, Brooksee CEO, and Police Assistant Chief Paul Brenneman, provided the City Council with a wrap-up on the recently held Big Cottonwood Canyon Marathon.

3. Review of Business Meeting Agenda

Mayor Cullimore reviewed the upcoming Business meeting agenda with the City Council. Community Development Director, Mr. Brian Berndt, provided brief explanation on the ordinance chapter review scheduled for public comment.

4. Public Relations Report

Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and city events.

*The City Council took a break to start the Business Meeting at 6:55 pm
The City Council Work Session resumed at 7:57 p.m.*

5. **Community and Economic Development**

a. Cottonwood Heights Business Awards Luncheon

Community Development Director, Mr. Brian Berndt, reported on the Business Awards Luncheon held on October 5th.

b. Planning Commission Meeting of October 4, 2017.

Community Development Director, Mr. Brian Berndt, reported on the recent Planning Commission meeting of October 4th, 2017.

Walk-on: Street name change request.

Walk-on: Meetings coming up.

Walk-on: Mayor Cullimore led a discussion on public comment coming in on ADUs and how are these comments being allowed public access.

6. **Public Works Report**

Public Works Director, Mr. Matt Shipp, reported on a UDOT announcement, which was given this afternoon, on a dedicated lane from 6200 South to I-215 North Lane, to alleviate traffic. Although this is not within Cottonwood Heights, it could affect the city.

7. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Fire Chief Mike Watson reported on events of the week. He reminded Mayor Cullimore of a board meeting for next week. Mayor Cullimore stated he will not be present but Council Member Peterson will attend on his behalf.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week. Chief Russo reported on a meeting held on Rio Grande issues.

8. **City Manager/Assistant City Manager Report**

a. Review of Staff Communications

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.

Walk-on: City Manager, Mr. John Park, spoke of security video at Mountview Park.

b. Public Comment Policy

City Recorder, Paula Melgar, reviewed a proposed policy for streamlining and facilitating public comment in public meetings. A copy of the Memo is attached and incorporated to these minutes by this reference.

Walk-on: Mayor briefly discussed with Mr. Dean Lundell, Finance Director, on the new budget book review for Fiscal Year 2017-2018.

9. **Mayor/City Council Reports**

a. Recovery Residences Committee – Mayor Kelvyn Cullimore

Mayor Cullimore serves in the Recovery Residences Committee and commented on a report from this committee going to the state legislature.

b. Association of Municipal Councils Meeting– Councilman Tyler

Councilman Tyler serves on this Council and reported on their recently held meeting.

c. Jordan River Commission Meeting – Councilman Tyler

Councilman Tyler represents the city on this Commission and reported on the recent Jordan River Commission meeting.

d. South Salt Lake Valley Mosquito Abatement Meeting – Councilman Tyler

Councilman Tyler represents the city on the board of this organization and reported on their recently held meeting.

e. Arts Council Meeting – Councilman Shelton

Councilman Shelton reported on the recent Arts Council meeting.

10. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings: Oct 31, Dec 5 & 26**
- b. October 12 – 5:30 p.m. – Leadership Skills Learned from Operating an Escape room - FREE Boot Camp Workshop
- c. October 18 – 7 pm to 9 pm – Salt Lake County Wasatch Canyons GP Update

Visioning Meeting, to be held at City Hall

d. October 24 – 5:30 p.m. - Dog Park Open House – City Hall Community Room

e. October 27 – Monster Mash – 5 pm to 7 pm – Recreation Center

f. October 31 – 3:00 pm to 5:00 pm – CHBA Trunk or Treat

g. November 7 – General Election Day

h. November 8 – 5:30 p.m. – City Hall Meeting on ADUs – City Council Chambers.

i. November 9 – 5:30 pm to 7:30 pm – FREE Boot Camp Workshop

j. November 16 – 5:30 pm – Wasatch Boulevard Planning Open house

k. November 23 – 7 a.m. – Thanksgiving 5K at the Recreation Center

l. November 27 – 5 to 7 p.m. – “Light the Night” Tree-Lighting Ceremony and Gift Boutique at City Hall

m. December 5 – City Employees Christmas Party

n. December 15 – Noon to 2:00 pm – Sub For Santa Open House

o. December 16 – 7 p.m. – “A Country Christmas” Holiday Concert, featuring Joshua Creek at Butler Middle School

p. December 28 – 4:00 – 8:00 p.m. Open House for Mayor Cullimore and Councilman Tyler who are leaving office.

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

A closed meeting was requested by City Manager, John Park.

Councilman Tyler moved to close the Work Session. Councilman Peterson seconded the motion. The motion passed unanimously.

The Work Session was closed at 9:54 p.m.

12. ADJOURN

Councilman Tyler moved to close the closed meeting, resume the Work Session and adjourn. Councilman Peterson seconded the motion. The motion passed unanimously.

The Work Session adjourned at 10:15 p.m.