

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, MAY 9, 2017 AT 6:00 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 Scott Bracken, Councilman Mike Shelton, Councilman Mike Peterson, Councilman Tee Tyler

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

Absent: Community Development Director Brian Berndt

A complete Audio Recording of this meeting is available at:

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-203/> (First part of the session)

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-204/> (Second & last part of the session)

Mayor Cullimore called the meeting to order at 6:02 p.m.

1. **Review of Business Meeting Agenda (00:00:00)**
2. **Canyons School District Report (00:06:34)**

Ms. Nancy Tingey, Canyons School Board member representing part of Cottonwood Heights, provide the Council with an overview of activities of the Canyons School District.

3. **Public Works Report (00:27:21)**

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.

4. **Public Relations Report (00:27:42)**

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

City Council broke to start the 7:00 p.m. City Council Business Meeting at 6:55 p.m.

City Council resumed the City Council Work Session at 7:50 p.m.

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-204/> (Second & last part of the session)

5. **Community and Economic Development (00:00:12)**

a. **Planning Commission meeting of May 3, 2017 (00:00:20)**

Mr. Michael Johnson, City Planner, reported on the recent Planning Commission meeting.

b. **Development Activity Report (00:01:35)**

Mr. Michael Johnson, City Planner, discussed active development files with the Council by District.

6. **Public Safety Reports**

a. **Unified Fire Authority (00:37:35)**

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

b. **Police Department (00:40:34)**

Chief Robby Russo reported on noteworthy events of the week.

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

a. **City Hall Report (00:48:20)**

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

b. **Emergency Preparedness Report (00:53:32)**

City Manager, John Park, and Assistant City Manager, Bryce Haderlie, will report on emergency preparedness efforts in anticipation of potential spring flooding along Little Cottonwood Creek.

c. **Review of Staff Communications (00:53:40)**

(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)

City Manager John Park, reported that he, Assistant City Manager Bryce Haderlie, Public Works Matt Shipp, and Councilman Tyler and his wife, met at the Ferguson Canyon Trail Head to observe and discuss parking issues.

Assistant City Manager Bryce Haderlie, provided the City Council with updates on Administrative Services activities. (01:00:07)

8. **Mayor/City Council Reports**

a. **Jordan River Commission Meeting – Councilman Tyler (01:07:26)**

Councilman Tyler reported on the recent Jordan River Commission meeting.

b. **South Salt Lake Valley Mosquito Abatement Meeting – Councilman Tyler (01:12:20)**

Councilman Tyler reported on the recent South Salt Lake Valley Mosquito Abatement meeting.

c. **Arts Council Meeting/Concert – Councilman Shelton (01:18:45)**

Councilman Shelton reported on the recent Arts Council meeting and the recent community concert featuring One Voice Children’s Choir and Rocky Mountain Strings.

d. **Sober Living Homes Subcommittee – Mayor Cullimore (01:24:03)**

Mayor Cullimore reported on the items discussed at the recent State of Utah Substance Abuse Advisory Council Sober Living Homes Subcommittee meeting.

9. **Calendar of Events (01:40:57)**

Councilmember Schedules for the next week / 2017 Calendar:

- a. May 18 - 5:30 pm to 7:00 pm - Business Boot Camp: *Creative Content Marketing*
- b. June 5 - 6:00 pm to 8:00 pm - 2017 Zombie Family Bike Ride
- c. June 6 – 2:00 pm to 4:00 pm - Brighton High School Graduation at the Maverick Center
- d. June 15 - 5:30 pm to 7:30 pm - Business Boot Camp: *Discover Your Unconscious Biases*
- e. July 21st and 22nd – Butlerville Days
- f. July 27th through 29th, July 31st, August 4th and 5th – CH Arts Council Presents “Annie”
- g. August 24 - 5:30 pm to 6:30 pm - Social Media - FREE Boot Camp Workshop
- h. September 14 - 5:30 pm to 7:30 pm - Business Licensing and Zoning - FREE Boot Camp Workshop
- i. September 16 - 10 am – 2pm - Bark in the Park at Mountview Park
- j. October 5 - 11:30 am to 1:00 pm - Cottonwood Heights Business Awards Luncheon
- k. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat
- l. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
- m. December 15 - Noon to 2:00 pm - Sub For Santa Holiday Open House

10. Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual (01:43:57)

At 9:34 p.m. Councilmember Tee Tyler motioned to move to a closed meeting. Councilmember Mike Peterson seconded the motion. The motion passed unanimously.

At 9:44 p.m. Councilmember Tee Tyler motioned to close the closed meeting, resume the Work Session and adjourn the Work Session. Councilmember Peterson seconded the motion. The motion passed unanimously.

11. ADJOURN

The City Council Work Session adjourned at 9:45 p.m.