



## COTTONWOOD HEIGHTS CITY COUNCIL AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Business Meeting** beginning at **7:00 p.m.** on **Tuesday, August 22, 2017**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

- 7:00 p.m.**
- 1.0 **WELCOME/PLEDGE**
  - 2.0 **ACKNOWLEDGMENTS**
    - 2.1 Promotion of Sergeant Scott Ricks to Master Sergeant.  
*(Chief Russo will address the City Council on the promotion of Sergeant Ricks to Master Sergeant.)*
    - 2.2 Presentation from the Government Finance Officers Association to Finance Director Dean Lundell with the Distinguished Budget Presentation Award and to City Treasurer David Muir with the Certificate of Achievement for Excellence in Financial Reporting.  
*(Mr. Paul Jerome with the Government Finance Officers Association will present Finance Director Dean Lundell and City treasurer David Muir, with the Distinguished Budget Presentation Award and the Certificate of Achievement for Excellence in Financial Reporting.)*
  - 3.0 **CITIZEN COMMENTS**  
*(Please note: In order to be considerate of everyone attending the meeting public comments will typically be limited to three minutes per person per item. A spokesperson who has been asked by a group to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the City Recorder prior to noon the day of the meeting.)*
  - 4.0 **STANDING MONTHLY REPORTS**
    - 4.1 Monthly Financial Report – Finance Director Dean Lundell  
*(Finance Director, Mr. Dean Lundell, will provide a report of the city finances for July 2017 and an estimate of how budgets fared in fiscal 2017)*
    - 4.2 Unified Fire Report – Assistant Chief Mike Watson  
*(Report by Assistant Chief Watson on medical and fire calls responded by Cottonwood Heights' stations during the month of July 2017; as well as other informational items from UFA.)*
  - 5.0 **CONSENT CALENDAR**
    - 5.1 Approval of City Council Business Meeting minutes for June 27 and July 25, 2017. Also, approval of City Council Work Session minutes from January 5, 2016 through June 28, 2016, November 29, 2016; and May 23, 2017 through August 15, 2017.
  - 6.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION**

## PUBLIC COMMENT PROCEDURE

*At each City Council Business Meeting any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the citizen comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name, state if they are a resident of Cottonwood Heights and either provide their address or their Council district; and then address the body. Any person wishing to comment shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Mayor. Citizen groups who are present will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes. All comments shall be directed to the Mayor and City Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.*

*The Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council.*

*On Monday, August 21, 2017 at 3:20 P.M. a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was faxed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at [www.ch.utah.gov](http://www.ch.utah.gov) and the State Public Meeting Notice website at <http://pmn.utah.gov>*

*DATED THIS 21<sup>th</sup> day of August, 2017*

*Paula Melgar, City Recorder*

*Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder, at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801)270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to [pmelgar@ch.utah.gov](mailto:pmelgar@ch.utah.gov).)*



## NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Work Session** at **6:00 p.m.** on **Tuesday, August 22, 2017**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah

- 6:00 p.m.**
1. **Introduction of the new Cottonwood Heights Police Record's Clerks, Bailey Goodart and Bailey Snyder. (10:00)**  
*(Chief Russo will introduce the newest members of his police Records Division, to City Council.)*
  2. **Review of Business Meeting Agenda (5:00)**  
*(Mayor Cullimore will review the upcoming Business meeting agenda with the City Council.)*
  2. **Public Relations Report (15:00)**  
*(Public Relations Specialist, Dan Metcalf, will report on media coverage and events of the city.)*
  3. **Community and Economic Development (30:00)**
    - a. **Accessory Dwelling Unit Ordinance**  
*(Staff will present a proposed ordinance to allow accessory dwelling units in R-1 residential areas. Essentially, this ordinance will allow basement apartments when ordinance conditions are met.)*
  4. **Public Works Report (10:00)**  
*(Matt Shipp, Public Works Director, will report on public works projects from this past week.)*
  5. **Public Safety Reports (30:00)**
    - a. **Unified Fire Authority**  
*(Report from UFA Assistant Chief Mike Watson on events of the week.)*
    - b. **Police Department**  
*(Report from Chief Robby Russo on noteworthy events of the week.)*
  6. **City Manager/Assistant City Manager Report (60:00)**
    - a. **Public Citizen Survey 2017**  
*(Assistant City Manager, Bryce Haderlie, will lead a discussion on the community survey conducted in July of 2016.)*
    - b. **City Hall Report – Way-Finding Sign Package**  
*(City Manager, John Park, will provide the Council with a progress report on the way-finding sign package for City Hall.)*
    - c. **Christmas Decorations**  
*(City Manager, John Park, will lead a discussion on the 2017 Christmas Decorations.)*
    - d. **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). 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.)*

7. **Mayor/City Council Reports (30:00)**
- a. Arts Council Meeting – Councilman Shelton  
*(Councilman Shelton will report on the recent Arts Council meeting.)*
  - b. Valley Emergency Communications Center – Councilman Shelton  
*(Councilman Shelton will report on the recent Valley Emergency Communications Center meeting.)*
  - c. Legislative Policy Committee – Councilman Peterson  
*(Councilman Peterson will report on the recently held Utah League of Cities and Towns Legislative Policy committee meeting. This subcommittee reviews legislative issues which affect municipalities)*
  - d. Historic Committee Meeting – Councilman Peterson  
*(Councilman Peterson will report on the recent Historic Committee meeting.)*

8. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
  - b. August 24 - 5:30 pm - *Social Media - FREE Boot Camp Workshop*
  - c. August 29 - Board of Canvass Meeting @ 6:00 p.m.
  - d. August 29 - *YCC Dinner with the Mayor*
  - e. August 30 – Police Banquet, Market Street Grill at 6:00 p.m.
  - f. Sept. 9 – Big Cottonwood Canyon Marathon and Half Marathon.
  - g. Sept. 13-15 – Utah League of Cities and Towns Fall Conference
  - h. Sept. 14 - 5:30 pm - *Business Licensing - FREE Boot Camp Workshop*
  - i. Sept. 16 – 10 am to 1pm - *Bark in the Park* at Mountview Park
  - j. Sept. 28 - 5pm to 7 pm - Open Spaces Master Plan Open House
  - k. October 5 - 11:30 am to 1:00 pm - *CH Business Awards Luncheon*
  - l. October 27 - Monster Mash – *Cottonwood Heights Rec. Center*
  - m. October 31 - 3:00 pm to 5:00 pm - *CHBA Trunk or Treat*
  - n. November 7 – General 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*
9. **Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**
10. **ADJOURN**