

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, SEPTEMBER 19, 2017 AT 6:07 P.M. IN THE COTTONWOOD  
HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST  
BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

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

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

**Excused:** Mayor Kelvyn Cullimore

Pro Tem Mayor Scott Bracken called the meeting to order and welcomed those present. He excused Mayor Cullimore from the meetings due to a previously scheduled engagement.

**1. High-T Intersection - Amalia Andrews, Project Manager for Kimley-Horn Consultants**

Ms. Andrews wasn't unable to attend. This topic will be rescheduled for a later date.

(Ms. Andrews is the Project Manager with Kimley-Horn, a Planning and Design Engineering firm. The firm of Kimley-Horn has been contracted by UDOT to handle the High-T Intersection Project. Ms. Andrews will provide the Council with the project and construction timeline for the High-T Intersection located at the Y intersection of Wasatch and North Little Cottonwood Canyon Road, also known as the La Caille cut off.)

**2. Butlerville Days Report – Ms. Kris Monty and Ms. Ann Eatchel**

Ms. Monty, Butlerville Days Committee Chair, Committee Member Jamie Hatchley and Ms. Eatchel, Events Coordinator, provided the City Council with a wrap-up for the Butlerville Days celebration.

It was reported that the Carnival is maintaining their revenue and the Event is slowly getting more profitable.

**3. Bark in the Park Report – Ms. Kris Monty and Ms. Ann Eatchel**

Ms. Kris Monty and Ms. Jamie Hatchley, Commission Co-Chairs, and Ms. Ann Eatchel, Events Coordinator, provided the City Council with a wrap-up for the Bark in the Park event recently held at Mountview Park on September 16, 2017.

The Chair thanked the Police Department and Public Works Departments for their support. It

was reported that this year's attendance was much higher due to new advertising techniques.

#### 4. **Public Relations Report**

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

Some of the events reported were:

- Cottonwood Heights City Council Recognition of couple who rescued someone in trouble
- Mountain Accord found not guilty of doing anything inappropriate
- Charges dropped against man who was accused of starting fire in Cottonwood Heights during the 4<sup>th</sup> of July

Mr. Metcalf reported that he is meeting with a vendor on a new app which would provide a new way to communicate with residents.

#### 5. **Community and Economic Development**

##### a. Board of Adjustment Meeting of September 14, 2017

Community Development Director, Mr. Brian Berndt, reported on the recently held Board of Adjustment meeting.

##### b. Social Media Advertising – Sept. 14 Boot Camp Workshop Report

Community Development Director, Mr. Brian Berndt, reported on the recently held Boot Camp Workshop on Social Media Advertising.

#### 6. **Public Works Report**

Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week.

#### 7. **Public Safety Reports**

##### a. Unified Fire Authority

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

##### 1. Unified Fire Authority Board Meeting

UFA Assistant Fire Chief Mike Watson, reported on the UFA Board Meeting held September 19, 2017.

b. Police Department

Police Chief Robby Russo, reported on noteworthy events of the week. The Chief talked about a Consumer Report training and gift cards.

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

a. Review of Staff Communications

This agenda item is to allow Council members to comment on the informational report sent out each week by staff reporting day to day activities of the city. This report is available on the internet at [www.ch.utah.gov](http://www.ch.utah.gov).

**Walk-On** by Assistant City Manager Bryce Haderlie on selection of Christmas Cards.

**Walk-On** by Assistant City Manager Bryce Haderlie on Y2 Analytics.

9. **Mayor/City Council Reports**

a. Historic Committee Meeting – Councilman Peterson

Councilman Peterson reported on the recent Historic Committee meeting.

b. Utah League of Cities and Towns Annual Conference

The City Council discussed the recent Utah League of Cities and Towns annual conference.

c. Big Cottonwood Canyon Marathon and Half Marathon

The City Council discussed the recent Big Cottonwood Canyon Marathon and Half Marathon.

d. Canyons School District Apex Awards – Mayor Cullimore

Moved to next week. Mayor Cullimore will discuss the recent Canyons School District Apex Awards.

10. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. Sept. 28 - 5pm to 7 pm - Open Spaces Master Plan Open House
- c. October 5 - 11:30 am to 1:00 pm - CH Business Awards Luncheon

- d. October 12 – 5:30 p.m. – Leadership Skills Learned from Operating an Escape room - FREE Boot Camp Workshop
- e. October 27 - Monster Mash **from 5 pm till 7 pm** – Cottonwood Heights Rec. Center
- f. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat
- g. November 7 – General Election Day
- h. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
- i. December 5 - City Employees Christmas Party
- j. December 15 - Noon to 2:00 pm - Sub For Santa Open House

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

At 8:28 p.m. Councilman Tee Tyler made a Motion to close the Work Session and move to a closed meeting. Councilman Mike Peterson seconded the Motion. The Motion passed unanimously.

At 9:29 p.m. Councilman Tee Tyler made a Motion to close the closed meeting, resume the City Council Work Session and Adjourn. Councilman Mike Peterson seconded the Motion. The Motion passed unanimously.

**12. ADJOURN**

The City Council Work Session adjourned at 9:29 p.m.