

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, SEPTEMBER 12, 2017 AT 5:00 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 being out-of-town on personal business.

**1. UFA Fire New Apparatus Demonstration.**

The City Council followed UFA Assistant Fire Chief Mike Watson outside where he introduced the newest UFA Fire apparatus to City Council.

**2. Review of Business Meeting Agenda**

Pro Tem Mayor Scott Bracken reviewed the upcoming Business meeting agenda with the City Council.

**3. Public Relations Report**

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

- Fox 13 News – Lost Pets

Mr. Metcalf reported on the Cottonwood Heights Clean Air recognition at the State Capital. He also informed the City Council that the newsletter is close to having all the content ready, but still needs work.

**4. Community and Economic Development**

**a. Planning Commission Meeting of September 6, 2017.**

Community Development Director Brian Berndt and Senior Planner Michael Johnson, reported on the recent Planning Commission meeting of September 6<sup>th</sup>, 2017.

b. Zoning Ordinance Discussion

Brian Berndt, Director of Community and Economic Development, discussed Chapter 19.76 Supplementary and Qualifying Rule and Regulations.

**Walk-On by Mr. Brian Berndt:** Request from for city letter for detox dry out.

**Walk-On by Mr. Berndt:** Mr. Berndt requested Council to consider Business License Ordinance changes from the State changing home occupancy fees.

Mr. Berndt concluded by thanking Council for help and support on the beautification project.

5. **Public Works Report**

Mr. Matt Shipp, Public Works Director, had nothing additional to report on public works projects from this past week.

6. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Chief Mike Watson had nothing to report.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week.

*At 6:53 p.m. the City Council took a break to start the Business Meeting scheduled to start at 7:00 p.m.*

*At 8:03 p.m. the City Council resumed the Work Session.*

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

a. City Hall Report – Way-Finding Sign Package

City Manager, John Park, provided the Council with a progress report on the way-finding sign package for City Hall.

b. Review of Staff Communications

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.

## 8. Mayor/City Council Reports

### a. Idle Free Clean Cities Award – Councilman Peterson

Councilman Peterson reported on the award ceremony at the State Capitol, in which Cottonwood Heights was recognized for their long term commitment to clean air through the Idle Free Clean Cities Campaign.

### b. Utah League of Cities and Towns Legislative Policy Committee Meeting – Councilman Peterson

Councilman Peterson reported on the recent ULCT Legislative Policy Committee Meeting. This subcommittee reviews legislative issues which affect municipalities.

### c. Arts Council Meeting – Councilman Shelton

Councilman Shelton reported on the recent Arts Council meeting.

### d. Ridgecrest Elementary 50th Birthday Community Celebration – Councilman Shelton

Councilman Shelton reported on the recently attended Community Celebration to Commemorate Ridgecrest Elementary 50th Birthday.

### e. South Salt Lake Valley Mosquito Abatement Meeting – Councilman Tyler

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

### f. Association of Municipal Councils Meeting– Councilman Tyler

Councilman Tyler reported on the Association of Municipal Councils meeting.

## 9. Calendar of Events

### Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. Sept. 13-15 – Utah League of Cities and Towns Fall Conference
- c. Sept. 14 - 5:30 pm – Social Media Advertising - FREE Boot Camp Workshop
- d. Sept. 16 – 10 am to 1pm - Bark in the Park at Mountview Park
- e. Sept. 28 - 5pm to 7 pm - Open Spaces Master Plan Open House
- f. October 5 - 11:30 am to 1:00 pm - CH Business Awards Luncheon
- g. October 12 – 5:30 p.m. – Leadership Skills Learned from Operating an Escape room - FREE Boot Camp Workshop
- h. October 27 - Monster Mash – Cottonwood Heights Rec. Center
- i. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat
- j. November 7 – General Election Day

- k. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
  - l. December 5 - City Employees Christmas Party
  - m. December 15 - Noon to 2:00 pm - Sub For Santa Open House
- 10. Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**

At 8:48 pm Councilman Tee Tyler made a motion to move to Closed Meeting. The motion was seconded by Councilman Mike Peterson. The motion passed unanimously.

At 9:25 pm Councilman Tee Tyler made a motion to close the Closed Meeting and Adjourn. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

## **11. ADJOURN**

The City Council adjourned at 9:25 p.m.