

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, JULY 16, 2019 AT 5:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH

Present: Mayor Mike Peterson, Council Member Scott Bracken, Council Member Christine W. Mikell, Council Member Tali Bruce, Council Member Mike Shelton

Present: City Manager Tim Tingey, City Attorney W. Shane Topham, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Records Culture and Human Resources Director Paula Melgar, Community and Economic Development Director Michael Johnson, Public Works Director Matt Shipp, Finance and Administrative Services Director S. Scott Jorges, and Communications Manager Tim Beery

WORK SESSION

Mayor Peterson called the meeting to order and welcomed those present.

1.0 Transit Initiatives in Cottonwood Heights – a Presentation by Mr. Carlton Christensen, Utah Transit Authority Board Chair.

Carlton Christensen, Utah Transit Authority Board Chair, reviewed the Utah Transit Authority Fourth Quarter spending and reported that Senate Bill 136 made substantial changes to UTA and to transportation funding. This opens the possibility of the State contributing to transit projects. Refinements included changes to the governing board from a 16-member part-time board, primarily comprised of local officials, throughout the service area. Due to concerns with local government losing the ability to give input, a local advisory council was created. The history of light rail was highlighted.

Mr. Christensen reported that an executive position was eliminated and a Chief Service Development Officer position was added in order to focus on new service development as well as look at long-range planning. He emphasized that bus service should be a primary focus and confirmed that changes in service take place three times per year. The least expensive bus is clean-burning diesel that costs just under \$500,000. CNG buses cost \$700,000 and electric buses cost \$1.2 million. He indicated that challenges include hiring operators and support staff to operate additional buses. Transitional facilities are also an important factor in providing additional services. Transportation routes were described.

Mayor Peterson asked if they were considering a transit hub at the mouth of Big Cottonwood Canyon. Mr. Christensen emphasized they are working with UDOT on a transit hub solution and anticipate that transit will be a substantial part of the solution. He explained that there is the potential to double the number of ski buses but unless there is better movement up and down the canyon, it will only create more gridlock. He suggested potentially running them at a higher frequency.

Council Member Mikell expressed frustration with finding a parking area that would allow visitors to utilize transit. She asked if the Corporate Center could be used as an interim parking area and identified opportunities on which to capitalize on in the near term. She believed that providing parking alternatives would encourage carpooling and the use of transit.

2.0 Review of Business Meeting Agenda – Mayor Mike Peterson.

Mayor Peterson reviewed the Business Meeting agenda.

3.0 City Council and Staff Reports.

a. Butlerville Days Overview – Ann Eatchel, Culture Manager.

Culture Manager, Ann Eatchel reviewed the upcoming Butlerville Days Celebration and stated that it would include free ice skating at the Rec Center. Planned entertainment was reviewed. She noted that the Kids Craft Discovery Center will be larger than the previous year and will be located alongside the Information Center. Rocky Mountain Power agreed to sponsor the movie. Ms. Eatchel confirmed that the parade route has changed to Bengal Boulevard. The Car Show will include new awards and a DJ. Pickleball and new activities were introduced.

b. Tourism, Recreation, Cultural, and Convention (TRCC) Grant – Matt Shipp, Public Works Director.

Public Works Director, Matt Shipp reviewed the TRCC Grant and reported that they have applied for the current year under the recreation portion. They met with the Parks, Trails and Open Space Committee as well Cottonwood Recreation District to determine areas in need of funding. He reported that the Big Cottonwood Trail was a focus with improvements that would include a route barrier wall and reconstruction of a small portion at a cost of \$95,000. Information kiosks along the trail were also proposed. Mr. Shipp confirmed that they applied for a \$90,000 TRCC grant with a second grant in the amount of \$40,000, which would include a 10% match.

4.0 Review of Calendars and Upcoming Events

Council Member Schedules for the next week - 2019 Calendar:

- a. July 18, 19, 20 – (check the website for times) - *Little Mermaid* performance at Butler Middle School.
- b. July 24 - City offices will be closed in observance of the holiday
- c. July 26 – Starting at 4:00 p.m. - Butlerville Days
- d. July 27 – All Day – Butlerville Days
- e. July 30 – 5:30 p.m. to 7:30 p.m. - Meet the Candidates Night at City Hall
- f. August 13 – Primary Election

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

Council Member Bracken moved to adjourn to Closed Session for the discussion of real estate and

real property acquisition. The motion was seconded by Council Member Bruce. The motion passed with the unanimous consent of the Council.

Moved to closed session at 6:31 p.m.

6.0 Adjourn City Council Work Session.

MOTION: Council Member Bracken moved to adjourn the Closed Session. The motion was seconded by Council Member Bruce. The motion passed with the unanimous consent of the Council.

The Work Session adjourned at 7:02 p.m.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING
HELD TUESDAY, JULY 16, 2019 AT 7:02 P.M. IN THE COTTONWOOD HEIGHTS CITY
COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD,
COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Mike Peterson, Council Member Mike Shelton, Council Member Scott Bracken, Council Member Tali Bruce, Council Member Christine Mikell

Staff Present: City Manager Tim Tingey, City Attorney W. Shane Topham, Police Chief Robby Russo, Assistant Police Chief Paul Brenneman, Assistant Fire Chief Mike Watson, Records Culture and Human Resources Director Paula Melgar, Community and Economic Development Director Michael Johnson, Public Works Director Matt Shipp, Finance and Administrative Services Director S. Scott Jurges, and Communications Manager Tim Beery

BUSINESS MEETING

1.0 WELCOME/PLEDGE

Mayor Peterson called the meeting to order and welcomed those present.

The Pledge of Allegiance was led by Council Member Bracken.

2.0 CITIZEN COMMENTS

Nancy Hardy reported that she believed information was absorbed differently and suggested it be available through multiple sources. She asked about the difference between a public meeting and an open house.

City Manager, Tim Tingey explained that meeting notices are provided by the City in six or seven different ways. The City provides the notice as required by the State and goes above and beyond those requirements significantly.

Tim Hallbeck reported that he sent out a Survey Monkey link via email and posted a link on his Facebook page asking for citizen input on three items. Of the 25% that took the survey, 90% were in favor of the first question, 60% were in favor of the second, and 100% were in favor of the third. A map of small cell towers was presented.

3.0 STANDING QUARTERLY REPORTS

3.1 Police Report – Police Lieutenant, Dan Bartlett.

Police Lieutenant, Dan Bartlett, presented the Police Report and stated that there were 1,862 calls for service and 393 on-view calls for the month of June. Priority 1 response times averaged 4:16. UCR crime view totaled 80 with 99 arrests. Lieutenant Bartlett reported that there was a decrease in

citations and DUIs due to the personnel changes. There were two attended and one unattended death. The safety message emphasized the danger of leaving animals in hot vehicles. Butlerville Days enforcement was described and it was noted that officers will be wearing their Class C uniforms. He reported that Versaterm is underway and ahead of schedule.

Assistant Fire Chief, Mike Watson, reported that July 4 was cooler than expected and they received few complaints about fireworks.

Lieutenant Bartlett confirmed that the Police Department received multiple calls regarding fireworks although no citations were issued.

3.2 Monthly Financial Report – Finance and Administrative Services Director Scott Jurges.

Finance and Administrative Services Director, Scott Jurges, presented the Quarterly Financial Report and stated that all but \$42,000 of the budget has been collected for real property taxes. He explained that all regular property taxes have been received with only delinquent collections being outstanding. General Sales and Use taxes were two months behind with the remainder expected to be received shortly. Mr. Jurges reported that 11 months of Energy Use Taxes had been collected. When power bills are low, taxes are low. Fee in Lieu has been 100% collected. Franchise Taxes were one-quarter behind with \$103,000 still remaining. Inn Keeper Taxes were approximately two months behind although they are ahead of budget. Class C Roads Funds are similar to collections from the previous year. He reported that 75% of the court fines have been received but they are \$40,000 ahead when comparing revenue and expenditures. Mr. Jurges reported that they are 93% collected in revenues and there will be more coming. He expected to finish ahead in all total revenues.

Expenditures were next discussed. Highway and improvement invoices will be coming and are not significant but exceed the smaller items. City Engineering billing was approximately 30 to 45 days behind and will be coming through. Costs incurred from Sunrise Engineering will also be billed. They were budgeted to utilize \$105,000 of fund balance and currently, they are \$750,000 ahead. Of the \$7,750,000 coming from Salt Lake County, they have received \$7 million and expect to receive the remaining \$750,000. He pointed out that \$1,531,000 remains to contribute to the Canyon Centre project but a payment will not be made until the \$750,000 is received. He confirmed that they will continue to book appropriate expenditures through August 2019 and will be able to give a report on the fund balance after that time.

4.0 ACTION ITEMS

4.1 Consideration of Resolution 2019-35 Approving Reappointments to the Planning Commission.

Mayor Peterson reported that the above Resolution approves reappointments to the Planning Commission. Reappointments included Craig Bevan from District 1, Christine Coutts from District 4, and Bob Wilde as Alternate from District 1.

MOTION: Council Member Shelton moved to approve Resolution 2019-35. The motion was seconded by Council Member Bracken. Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

4.2 Consideration of Resolution 2019-36 Approving a Revised Facility Use Policy for Non-City Use of City Hall.

Mayor Peterson reported that the above Resolution approves a revised Facility Use Policy for non-City use of City Hall. Changes allow the use of alcohol, beer, and wine under certain circumstances and require a liability insurance policy showing that the City is additionally insured. A licensed vendor to distribute is also required. He confirmed that a fee increase will be implemented to cover use of the facility.

Council Member Bruce stated that the resolution is beneficial and all citizens should feel welcome to utilize the facility.

Council Member Bracken commented that he has struggled with this issue and believed it should be put out for public survey. He also expressed interest in delaying the revised portion of the ordinance. After receiving a wide variety of comments, he found it compelling that they set a policy of being proactive in the City on DUIs of any type and then consider the revised policy. He felt this was a step in the wrong direction and expressed his opposition to the proposed resolution.

MOTION: Council Member Mikell moved to approve Resolution 2019-36. The motion was seconded by Council Member Bruce.

Mayor Peterson was personally not in favor of alcohol but after being in public service for 45 years, he has supervised many facilities and programs where alcohol has been provided. With appropriate protections and systems in place, he believed it can be done equitably and fairly and without harm to constituents. He expressed faith in the competencies in the Police Department to protect the citizens on the road. He was of the opinion that requiring \$2.5 million in liability insurance to serve beer and wine was more than enough liability protection. He expressed his support for the Resolution.

Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Nay, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed 4-to-1.

4.3 Consideration of Resolution 2019-37 Approving “Production Team” Contracts for the 2019 City-Sponsored Play.

Mayor Peterson reported that the above Resolution approves a Production Team contract for the 2019 City-sponsored play.

MOTION: Council Member Shelton moved to approve Resolution 2019-37. The motion was seconded by Council Member Bruce. Vote on motion: Council Member Shelton-Aye, Council

Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

5.0 CONSENT CALENDAR

5.1 Approval of the City Council Work Session and Business Meeting Minutes of June 4 and June 18, 2019.

MOTION: Council Member Bruce moved to approve the City Council Work Session and Business Meeting Minutes of June 4 and June 18, 2019. Council Member Mikell seconded the motion. The motion passed with the unanimous consent of the Council.

6.0 ADJOURN CITY COUNCIL BUSINESS MEETING.

MOTION: Council Member Bracken moved to adjourn the Business Meeting. The motion was seconded by Council Member Shelton. The motion passed with the unanimous consent of the Council.

The meeting adjourned at 7:51 p.m.

I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood Heights City Council Business Meeting held Tuesday, July 16, 2019.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: September 3, 2019