

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, JULY 25, 2017 AT APPROXIMATELY 6:06 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 Director Brian Berndt, City Attorney Shane Topham, City Recorder Paula Melgar, Public Relations Specialist Dan Metcalf.

Mayor Pro Tem Scott Bracken called the meeting to order and welcomed all those present to the meeting. He informed those present that Mayor Cullimore would be joining the meeting a few minutes later.

1. Review of Business Meeting Agenda

Mayor Cullimore walked the City Council through the Business Agenda Items for the meeting at 7:00 P.m.

2. Public Relations Report

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

3. Community and Economic Development

a. Planning Commission meeting of July 19, 2017

Mr. Brian Berndt, Director of Community and Economic Development, reported on the recent Planning Commission meeting.

b. New Ordinances under Consideration

Mr. Brian Berndt, Director of Community and Economic Development, provided the Council with an update on ordinances in process including ordinances governing the installation of retaining walls/fences, accessory buildings, and accessory apartments

At approximately 6:59 p.m., the City Council took a break from the City Council Work Session to start the City Council Business Meeting at 7:00 pm.

At 8:20 p.m. The City Council resumed the City Council Work Session.

Walk-On: McGee's property questions with Mr. Brian Berndt regarding the public comment that took place during the business session.

4. **Public Works Report**

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.

5. **Public Safety Reports**

a. Unified Fire Authority

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

b. Police Department

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

6. **City Manager/Assistant City Manager Report**

a. Review of Staff Communications

This report is available on the internet at 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.

b. Meet the Candidates Night

Mr. John Park, City Manager, reported that on July 19th the city sponsored a “meet the candidates” night for the municipal election, and updated the council on election procedures for the primary and general election.

7. **Mayor/City Council Reports**

a. Butlerville Days – Councilman Peterson

Councilman Peterson led a discussion on the events surrounding Butlerville Days on July 21-22, 2017.

8. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. July 27 at 5 p.m. – City Summer Party at Mountview Pavillion
- c. July 27-29, July 31, August 4-5 - CH Arts Council Presents 'Annie'.

- d. Aug. 14 – Noon - Luncheon w/ Principals and *Teachers of the Year*
- e. August 15 - Primary Election Day
- f. August 24 - 5:30 pm - *Social Media - FREE Boot Camp Workshop*
- g. August 29 - Board of Canvass Meeting @ 6:00 p.m.
- h. August 29 - *YCC Dinner with the Mayor @ 6:15 p.m.*
- i. August 30 – Police Banquet
- j. Sept 13-15 – Utah League of Cities and Towns Fall Conference
- k. Sept. 14 - 5:30 pm - *Business Licensing - FREE Boot Camp Workshop*
- l. September 16 - 10 am – 2pm - *Bark in the Park* at Mountview Park
- m. October 5 - 11:30 am to 1:00 pm - *CH Business Awards Luncheon*
- n. October 31 - 3:00 pm to 5:00 pm - *CHBA Trunk or Treat*
- o. November 7 - Election Day
- p. November 16 - 5:30 pm to 7:30 pm - *FREE Boot Camp Workshop*
- q. December 5 - *City Employees Christmas Party*
- r. 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

At 9:36 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 9:52 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.

10. ADJOURN

The City Council Work Session adjourned at 9:52 p.m.