

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, MARCH 14, 2017 AT 6:02 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 Peterson, Councilman Mike Shelton

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

**Excused:** Mayor Kelvyn Cullimore, Councilman Tee Tyler

**An Audio Recording of the meeting is available at:**

[http://cottonwoodheights.utah.gov/your\\_government/public\\_meetings/](http://cottonwoodheights.utah.gov/your_government/public_meetings/)

**WORK SESSION**

In the absence of Mayor Cullimore, Mayor Pro Tem Scott Bracken called the meeting to order.

**1.0 Canyons School District.**

1.1 Canyons School District Board Member, Nancy Tingey, gave an update on the current Legislative Session. She commented that one of the more interesting aspects of the Legislative Session was a 4% increase to the Weighted Pupil Unit (WPU). The Legislature also funded teacher supply money with ongoing funding, which eliminates the one time per year funding that used to be in place.

1.2 Another item of interest was the funding, with ongoing money, of License Fees for teachers, which will now be covered by the State. Teachers must renew their teaching licenses periodically and the State funding will help teachers cover the cost.

1.3 Ms. Tingey addressed a bill that was passed which modifies school accountability. Currently, there are three accountability systems and the bill will consolidate the three systems into one.

1.4 Ms. Tingey commented on High School Activities Association (HSAA) legislation and reported that the Board of Trustees for the HSAA was restructured and an Audit and Open Meetings law was enacted.

1.5 It was reported that equalization funding was on the Legislature's agenda and addressed how lower property values in some districts are unable to raise the funds that higher property value districts can. One solution was to have the funding come into a general WPU account to allow for more flexible spending by districts. As part of the equalization, Senate Bill 255 was discussed and how it combines the distribution concept with freezing the basic property tax

rate for five years. The bills for equalization were not fully passed by the Legislators this session but will most likely be heard later.

- 1.6 School Principal changes were discussed as well as changes in the Cottonwood Heights area. Principal B.J. Weller, from Canyon View Elementary, was hired as the new District Director of Responsive Services. Principal Kierston Draper, from Oakdale Elementary, will replace Principal Weller at Canyon View Elementary. Lori Jones was identified as the New Principal at Oakdale Elementary, and served previously as Sprucewood Elementary's Principal. Butler Elementary School Principal, Christy Waddell, was being reassigned to Draper Elementary where the current Principal will be taking a job in Heber City. Jeff Walker from Midvalley Elementary would be replacing Principal Waddell. Ms. Tingey expressed confidence in the new replacements and stated that the schools are in good hands.
- 1.7 Ms. Tingey commented on the pilot program for supplemental kindergarten hours and stated that Butler Elementary and others have shown interest in housing one of the programs. Ms. Tingey reported that applications are being taken and a determination will be made later of schools that best fit the profile for carrying the program. It was noted that the program is cost neutral to the district. Additional information on the program was to be provided to the City Council at a later date.
- 1.8 Ms. Tingey commented on Dani Barton, a Brighton High School volleyball star and current University of Utah student, who is a finalist in the State of Sport Awards. The award is based on a vote of the public. Ms. Tingey encouraged the community to go online and vote.
- 1.9 A question regarding excused absences for Members of the Youth City Council who are leaving school to visit the Legislature was brought up along with the status of excusing the students for those types of absents. Ms. Tingey felt that the students should be excused for that type of activity and agreed to follow up on it.
- 1.10 A slow drainage issue with the detention basin at Butler Elementary was discussed. Ms. Tingey agreed to follow up and make sure the issue is resolved.
- 1.11 The new sign ordinance was discussed and how it was modified to allow public facilities to post signs. One of the schools requesting a new sign under the new ordinance was Ridgecrest Elementary. The Council commented that the school is now able to proceed with their plans to construct the sign. Brighton High School's sign is the new standard for the ordinance and is an example for other schools to follow.
- 1.12 The Council was updated on the Cottonwood Canyon Marathon, which will take place on September 9, and the associated Transportation Plan. Potential issues pertaining to the marathon would be addressed at a future meeting.
- 1.13 Ms. Tingey provided the Council with a copy of the district's By the Numbers Report and offered to provide additional desired information about the district. The Council asked about the teacher turnover rate and how the Canyons School District compares. Ms. Tingey commented that the turnover rate for the Canyons District is comparable to most districts. She expressed her great admiration for teachers.

## **2.0 Butlerville Days Update.**

- 2.1 Butlerville Days Committee Member, Kris Monty, and City Events Coordinator, Ann Eatchel, updated the City Council on the Butlerville Days Celebration Preparations. The committee decided on the movie “Finding Dory” and arranged for the band *Dance Doctors* to perform. The committee was also in negotiations with a carnival contractor called *City of Fun*. Ms. Eatchel stated that they were trying to obtain a one-year contract.
- 2.2 The date of the event was discussed, which will take place annually on the fourth Saturday of July. Ms. Eatchel mentioned that this will eliminate conflicts with other City events as well as the Days of ‘47 celebration and parade. There was discussion about whether the carnival should continue to operate during the fireworks. The committee thought the carnival should close at 10:30 p.m. and tickets sales should cease at 9:45 p.m. The fireworks would end shortly before the carnival closes.
- 2.3 Reconciliation of the tickets and concessions was discussed and how to account for the income from the event. It was determined that honesty would be the only sure way to determine how many tickets and concessions are sold. One suggestion was to ask the carnival company about their accounting practices and how the City can ascertain the final sales numbers.
- 2.4 Ticket pricing was discussed. It was determined that wrist bands should be sold for \$30 at the event. Pre-sales will take place at the Recreation Center where a discount will be offered. The cost will be \$9 for 10 tickets or \$25 for wristbands. There will also be a discount for purchasing Buddy Passes on Saturday between 12:00 p.m. and 2:00 p.m. at which time tickets will be half price. The committee discussed inflatables for the carnival and recommended there be no charge. The committee felt that by offering the inflatables at no charge they could offer the wristbands for \$7 instead of the current price of \$10.
- 2.5 The committee came up with a new concept to be called the *Creative Crafts Market*, which would be like a mini *Swiss Days*. The products offered would be hand crafted goods that are made in Utah and preferably Cottonwood Heights. It was noted that volunteers would be needed to run the event. The Creative Crafts Market could also potentially serve as a springboard for the other City arts programs.
- 2.6 The Children's Parade was discussed. The Parade Committee proposed that community groups of children join the parade as a group.

## **3.0 Review of Business Meeting Agenda.**

- 3.1 The Council briefly discussed the two-part agreement with JRCA Architects to allow the City to pay by the hour for professional services and use JRCA’s services over the next 24 to 36 months for other City projects. It was argued that the City should go through the RFP process as they do for most other services.

***The City Council took a break at 7:00 p.m. to begin the Business Meeting. The Work Meeting resumed at 8:41 p.m.***

- 3.2 The Work Session resumed with Mayor Cullimore assuming the Chair.

#### **4.0 Legislative Update.**

4.1 Chantel Nate, Assistant to City Lobbyist, Brian Allen, provided the Council with a Legislative Update. She commented on items of interest from the Legislative Session. One involved the Gas Tax Bill. Another addressed short-term rentals which Ms. Nate believed they had the best possible outcome but she would not be surprised if the bill came up again at some point in the future. She reported that the amount of the Survivor Benefits Trust was \$697,600. The Council discussed miscellaneous items including the Blood Alcohol Level Bill, the Justice Reinvestment Initiative Bill, and Home-Based Business Licenses. The home-based business matter passed but was a watered-down version of what was originally proposed. The Homeless Shelter Bill was discussed along with the impact it could have on the City.

#### **5.0 Public Relations Report.**

5.1 Public Relations Specialist, Dan Metcalf, reported on the media coverage and events of the City. He reported on the media coverage of the smash and crash crimes and the capture of several perpetrators that took place in Cottonwood Heights. Mr. Metcalf reported on action taken by the Police Department and citizens in the eventual capture of the suspects.

5.2 The newsletter and abundance of information to be published in the newsletter was discussed. Mr. Metcalf stated that there will be a full-page ad in the June and July newsletter advertising the Butlerville Days festival. The Pole Art Project was discussed. Mr. Metcalf asked about the Craft Fair and it was confirmed that it would be taking place. The Hockey Team's recent State Championship was addressed. Mr. Metcalf was given information on who to contact to get more information to publicize the championship.

#### **6.0 Planning and Economic Development Report.**

6.1 The Fort Union Master Plan was discussed. It was mentioned that members of the public were having difficulty understanding the plan. Some of the issues the public commented on were already part of the plan. An Access Management Plan and funding for the plan were discussed. One of the first items being considered was to calm the concerns of the citizens and businesses with regard to the plan.

6.2 It was reported that the Wasatch Front Regional Council placed 94th as a major corridor. There was discussion about how this designation will affect the community. Bike lanes were discussed along with how traffic in the area will affect them. Frustration was expressed with the outcome of the most recent Wasatch Front Regional Council Meeting. A representative from the Wasatch Front Regional Council planned to meet with the Council to discuss details of the plan.

#### **7.0 Public Works Report.**

7.1 Public Works Director, Matt Shipp, updated the Council on Public Works projects from the past week including progress on the New Public Works site on 3000 East. He also reported on the sewer line project on Fort Union Boulevard and stated that construction was scheduled to begin on April 10th. The project will affect 3000 East on Fort Union Boulevard as well as the area where the line runs.

7.2 The Grizzly Screen was discussed and the fact that they are not willing to move it during construction. It was reported that the fill is less expensive if it is onsite rather than importing the fill. They are also not willing to move the grizzly screen to the gravel pit. Comments were made about participation, the distaste the elected officials have for the Sewer Improvement District, and how the group has been obstructing the City's efforts. The neighbors were to be notified of construction within the next three weeks.

## **8.0 Public Safety Reports.**

8.1 UFA Assistant Fire Chief, Mike Watson, reported on events from the past week including an upcoming Board Meeting, operational changes being made, and new software introduced at a recent summit that creates a model for upcoming staffing needs. Chief Watson also addressed internal standards and a plan to implement a Professional Standards and Internal Investigations Policy in the future.

8.2 Police Chief, Robby Russo, discussed crimes and recent vehicular burglaries that have been on the news. He commented on the exemplary job the City's Officers did in helping to apprehend the perpetrators. Chief Russo reported that he would be sending a detective to Denver to interview a suspect being held there in a child abuse case that occurred in Cottonwood Heights. He also reported on an incident where a man walking in the City was attacked by a man in a car and robbed at gunpoint. The crime occurred at around 8:30 a.m. The City's Police Department was following up on leads. Chief Russo discussed staffing and the status of new hires. The Council remarked on progress and improvements made in the Police Department.

## **9.0 City Manager/Assistant City Manager Report.**

9.1 City Manager, John Park, reported that the two most significant issues at the new City Hall are the heating system thermostats reading incorrectly and building exterior signs indicating entrances. He hoped that the issues would be addressed this week. He planned to provide solutions at the next meeting. Mr. Park reported that he is working with the district to provide 30 busses for the Big Cottonwood Marathon. He asked for suggestions on a date and time to hold the Ground-Breaking Ceremony. Mayor Cullimore suggested March 22nd at 1:00 p.m.

## **10.0 Review of Staff Communications.**

10.1 It was reported that each week staff provides informational reports from each department to keep the City Council informed of the day-to-day activities of the City. The 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 brief the Council on any changes made since the report was made.

**11.0 Mayor/City Council Reports.**

- 11.1 Councilman Peterson reported on a recent Historic Committee Meeting. Allen Erikson was introduced as a new member of the committee. Allen Roberts, who is writing a history of Cottonwood Heights, provided a 375-page first draft. The target date for publication was discussed and expected to take place later in the year.
- 11.2 Mayor Cullimore reported on property in Wasatch County that Salt Lake City and Park City are trying to purchase. It is called Bonanza Flats and the purchase is an effort to preserve the water shed. There is a shortfall of \$4 million to complete the purchase. Possible solutions were discussed. The City was approached to contribute financially toward the purchase but Mayor Cullimore declined to participate.

**12.0 Calendar of Events.**

- 12.1 Councilmember Schedules for the following week were as follows:
- a. March 16 – 5:00 p.m. until 7:00 p.m. – Death by Chocolate
  - b. March 23 – 5:40 until 7:30 p.m.– Business Boot Camp: Why Startup Companies Fail
  - c. April 5 – Noon until 1:00 p.m. – New Business Luncheon
  - d. April 5-7 – ULCT Meetings in St. George
  - e. April 15 – 10:00 a.m. until Noon – Easter Egg Hunt at Butler Park
  - d. April 20 – 5:30 p.m. until 7:00 p.m. – Business Boot Camp: Photography for Business

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

- 13.1 No Closed Meeting was needed.

**14.0 ADJOURN**

- 14.1 **MOTION:** Councilman Shelton moved to adjourn. Councilman Peterson seconded the motion. The motion passed with the unanimous consent of the Council.

- 14.2 The Business Meeting adjourned at 10:34 p.m.