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**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK MEETING
HELD TUESDAY, JANUARY 10, 2017 AT 6:00 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: Community and Economic Development Director Brian Berndt, City Manager John Park, 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, Geographical Information System (GIS) Representative Kevin Sato

Others Present: Nancy Tingey with Canyons School District

1. Canyons School District.

Canyons School District Board Member, Nancy Tingey, presented the report for the month of December 2016. She stated that the new year began on January 3 and due to the amount of snow, there was a two-hour delay. Brighton High School athletics were reviewed. Danni Barton was named Player of the Year by The Salt Lake Tribune and will attend the University of Utah.

The Canyons School District's unassigned balance of \$20.6 million was approximately 8.6%, or one month of operating expenses. Their focus has been to complete the projects that were promised with the 2010 Bond. Ten of the 13 projects have been completed. Two are underway and will be finished in the Summer of 2017. The final major renovation of Indian Hills Middle School will begin at the end of the current school year. Ms. Tingey believed the Board and administration have the same vision, priorities, and values which has contributed to their overall success.

2. Review of Business Meeting Agenda.

Mayor Cullimore reviewed the Business Meeting agenda.

3. Public Relations Report.

Public Relations Specialist, Dan Metcalf, reported on the following media coverage and City events:

- Fox 13 – New supply of Naxolone now being used by Unified Police Department as the second agency in the state to use it, Cottonwood Heights was first.
- Mr. Metcalf explained that the outline for the newsletter is ready and will include a Snow Plow Guidelines article.
- Play auditions for the production of Annie are underway and other events are being promoted into April.

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- It was reported that the photography contest has begun and photos entered will be displayed at City Hall.
- Next month the local PIO Association will host a meeting at City Hall. The Utah PIO Association Meeting will be held at the New City Hall in May.

4. Public Works Report.

a. Snow Removal Plans and Performance.

Public Works Director, Matt Shipp, will provide the Council with a review of the city's performance in snow removal this past week and any plans for changes in the future.

b. Public Works Facilities and Development Plans.

Mr. Shipp provided the Council with a report on the status of construction of the salt shed as well as other development plans for the site on 3000 East. Construction of the shed is still underway and the salt is getting wet, because it is still uncovered.

5. Planning and Economic Development Report

a. Community Development Activity Report.

Community Development Director, Brian Berndt, gave the monthly Development Activity Report. He reported that Giverny is underway and the department expects to see progress soon.

b. GIS Update.

Mr. Berndt introduced Geographical Information System (GIS) Representative, Kevin Sato, who showed Council the new applications he has been looking at. He displayed the City's layout from the 1890s, which he acquired from Sandy City's GIS. Other maps were reviewed and discussed.

He reported that the new application allows for the actual up-to-date map to overlay a map from the 1930s. The maps were available on the City's website. Two new tabs were added titled Natural Hazards and Subdivisions. The Subdivisions tab will provide users with subdivision names and plat documents. Each time a building permit is issued, it is uploaded to the property and tracks the history of the property. Other interactive maps were described.

c. Planning Commission Meeting Review.

Staff reported that they will provide the City Council with a review of the January 4, 2017 Planning Commission Meeting. The majority of public comments were addressed to the developers. The rezoning of a three-lot subdivision on Little Cottonwood Road was approved and a public hearing was to be conducted in two weeks.

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6. Public Safety Reports.

a. Unified Fire Authority.

Unified Fire Authority Acting Chief, Mike Watson, reported on events of the week. Cottonwood Heights Police Officers came to the support of UFA and their help was greatly appreciated.

Chief Watson reported that the new UFA Chief will start next week and is already overbooked with meetings to visit crews, fire stations, and community leaders.

b. Police Department.

Police Chief, Robby Russo, reported on noteworthy events of the week. He commended the officers who provided service and stated that they received a UFA letter of appreciation for their assistance.

Chief Russo described the promotion of Officer Chris McHugh to Sergeant, who will replace retiring Sergeant Peck. Sergeant McHugh came in first on the Sergeant Test and Officers Tazoi and Morzelewski came in second and third, respectively.

7. City Manager/Assistant City Manager Report

a. City Hall Report.

City Manager John Park, provided the Council with a progress report on the remaining items to complete the punch list for City Hall. Some of the items included a roof leak over the lab, a new leak in the fingerprint room, and a crack on the wall in the Detective's Office.

Mr. Park also reported that the heating system has not been functioning correctly and staff has been working in the cold. The necessary coil will take 5 to 7 days to replace. Electric heaters have been brought in and are being utilized to heat offices but keep throwing off the electric switchboard. Staff will get the construction Company and architect in the same room to reach a compromise or resolution.

b. Review of Staff Communications.

It was reported that each week staff provides informational reports on each department to allow the City Council a method of keeping up on the day-to-day activities of the City. The report is available at www.ch.utah.gov. The above agenda item was set aside to allow the Council Members to ask questions or for staff to bring the Council up-to-date on changes since the report was made.

8. Mayor/City Council Reports.

Walk-on by Dean Lundell. A Comprehensive Financial Report (CAFR) summary was prepared and would be made available to the public, posted on the City's website, and available to staff.

Walk-on by John Park. It was reported that February will be the City Council Retreat. They will take a couple of departments and go through a process making the City Council aware of program

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costs. This was believed to be a good exercise to help the Council understand expenses. They will continue to discuss the progress of the Public Works Department, their budget, and future needs.

a. South Salt Lake Valley Mosquito Abatement Meeting – Councilman Tyler.

Councilman Tyler reported on the recent South Salt Lake Valley Mosquito Abatement Meeting. The Board welcomed its 16th member, Silvia Cotton, who is a City Council Member from Millcreek. They discussed how to better handle growth and reported that he would be attending the National American Mosquito Control Association Conference in San Diego.

b. Jordan River Commission Meeting – Councilman Tyler.

Councilman Tyler reported on the recent Jordan River Commission Meeting, which was canceled due to inclement weather.

c. Utah League of Cities and Towns Legislative Policy Committee Meeting – Councilman Tyler.

Councilman Tyler reported on the recent ULCT Legislative Policy Committee Meeting and stated that the sub-committee reviews legislative issues that affect municipalities. The meeting included Senator Bramble discussing online sales taxation and announced that Amazon has agreed to pay sales tax. It was also reported that 38% of Utah only online sales is spent on Amazon.

Senator Todd Wyler addressed the Justice Reinvestment Initiative and establishing a State Justice System overhaul. Mr. Park discussed indigent defense and commented that they feel like it is adequately funded. Funding issues were discussed. Councilman Tyler reported that when a juvenile is incarcerated, they tend to identify with their time and have a sort of acceptance, whereas an adult uses it as a wakeup call and tend to not reoffend.

Mr. Park reported on the solar power discussion. He stated that on average, those who use solar pay approximately \$400 per year. It was predicted that over 20 years, that subsidy will cost approximately \$667 million. The peak input and output usage was reviewed.

d. Association of Municipal Councils Meeting– Councilman Tyler.

Councilman Tyler reported that he has completed his year as Chairman of the Association of Municipal Councils and the new Chair is Paul Wayman from Riverton. The Vice Chair was identified as Jeff Stenquist from Draper City. Councilman Tyler stated that the meeting included their invited speaker, LeGrand Bitter, Executive Director of the Utah Association of Special Districts.

e. Utah Department of Transportation Meeting – Mayor Cullimore and City Manager, John Park.

Mayor Cullimore stated that the above item was previously discussed and addressed upcoming projects.

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f. **Salt Lake County Mayor and City Council Swearing In Ceremony – Mayor Cullimore.**

Mayor Cullimore reported that he recently attended the Salt Lake County Mayor and City Council swearing in.

9. **Calendar of Events**

Councilmember Schedules for the next week/ 2017 Calendar:

- a. January 12 (Thursday) – Legislative Breakfast; 7:30a.m @ Market Street.
- b. January 16 (Monday) – Martin L. King Day – City Hall will be closed.
- c. January 25 – Local Officials Day at the Legislature.
- d. January 28 – Volunteer Appreciation Dinner; 6:00 p.m. @ City Hall.
- e. February 20 (Monday) – Presidents Day – City Hall will be closed.

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

Councilman Tee Tyler moved to close the close the Open Session and open the Closed Session. Councilman Peterson seconded the motion. The motion passed with the unanimous consent of the Council.

The Work Session adjourned at 9:25 p.m.

ADJOURN

Councilman Tee Tyler moved to close the closed meeting, return to the Work session and adjourn. Councilman Peterson seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:50 p.m.