



COTTONWOOD HEIGHTS CITY COUNCIL AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Business Meeting** beginning at **7:00 p.m.** on **Tuesday, April 25, 2017**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

- 7:00 p.m.** 1.0 **WELCOME**
- 2.0 **ACKNOWLEDGMENTS/PROCLAMATIONS**
- 2.1 2016 Trust Accountability Program (TAP) Award – Doug Folsom
(Mr. Doug Folsom from the Utah Local Government Trust will present the Mayor and City Council with the 2016 Trust Accountability Program (TAP) Award.)
- 3.0 **CITIZEN COMMENTS**
(Please note: In order to be considerate of everyone attending the meeting public comments will typically be limited to three minutes per person per item. A spokesperson who has been asked by a group to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the City Recorder prior to noon the day of the meeting.)
- 4.0 **STANDING MONTHLY REPORTS**
- 4.1 Monthly Financial Report – Finance Director, Mr. Dean Lundell
(Finance Director, Mr. Dean Lundell, will provide a report of the city finances for March 2017)
- 4.2 Unified Fire Report – Assistant Chief Mike Watson
(Report by Assistant Chief Watson on medical and fire calls responded to by Cottonwood Heights' stations during the month of March 2017; as well as other informational items from the UFA.)
- 5.0 **ACTION ITEMS**
- 5.1 Consideration of **Resolution 2017-27** Consenting to an Appointment to the Historic Committee.
(This resolution will approve the appointment of James E. Kichas to the city's historic committee as proposed by the city manager).
- 5.2 Consideration of **Resolution 2017-28** Authorizing Disposal of Unclaimed Property and/or Property No Longer Needed as Evidence.
(From time to time, the city disposes of items of unclaimed property and property no longer needed as evidence as authorized by Utah law. This resolution will approve such disposition for certain items of property in the city's possession.)
- 5.3 Consideration of **Resolution 2017-29** Approving Entry Into An Interlocal Agreement with Canyons School District for Bussing Services
(In order to significantly reduce the number of vehicles traveling in the canyon for the Big Cottonwood Marathon, pursuant to this agreement Canyons School District will provide 30 busses to transport the runners to the starting points. The cost to be paid by the city to the district for such bussing services will be fully reimbursed by the race's promoter.)
- 5.4 Consideration of **Resolution 2017-30** Approving a Contract with City of Fun, for the 2017 Butlerville Days Carnival
(The proposed Resolution approves a contract with City of Fun Carnival, Inc. for 2017 Butlerville Days.)

5.5 Consideration of **Resolution 2017-31** Approving a Performance Agreement with Jay E. Aiken for 2017 Butlerville Days.

(By this resolution, the city council will approve the city's entry into an agreement for a live performance of the musical group "The Bad Larrys" at the city's 2017 Butlerville Days community celebration.)

6.0 **CONSENT CALENDAR**

6.1 Approval of minutes for the City Council Work Session Minutes for March 7 and 28, 2017. Also, Approval of City Council Business Meeting Minutes for March 14 and 28, 2017.

7.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION**

PUBLIC COMMENT PROCEDURE

At each City Council Business Meeting any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the citizen comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name, state if they are a resident of Cottonwood Heights and either provide their address or their Council district; and then address the body. Any person wishing to comment shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Mayor. Citizen groups who are present will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes. All comments shall be directed to the Mayor and City Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.

The Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council.

On Monday, April 24, 2017, at 12:40 p.m. a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was faxed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at www.ch.utah.gov and the State Public Meeting Notice website at <http://pmm.utah.gov>

DATED THIS 24th DAY OF APRIL, 2017

Paula Melgar, City Recorder

Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify Paula Melgar, City Recorder, at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801)270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to pmelgar@ch.utah.gov



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Work Session** at **6:00 p.m.** on **Tuesday, April 25, 2017**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah

- 6:00 p.m.**
1. **Review of Business Meeting Agenda (5:00)**
 2. **Public Relations Report (15:00)**
(Public Relations Specialist, Dan Metcalf, will report on media coverage and events of the city.)
 3. **Public Works Report (30:00)**
(Matt Shipp, Public Works Director, will report 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.)
 - a. **City Engineer Report of Pending Projects**
(City Engineer, Brad Gilson, will report on various projects currently under design that will require future funding)
 4. **Community and Economic Development (30:00)**
 - a. **Administrative Hearing of April 19, 2017**
(Staff will report on the recent Administrative Hearing meeting.)
 - b. **Planning Commission meeting of April 19, 2017**
(Staff will report on the recent Planning Commission meeting.)
 - c. **Mountain Estates Cemetery Access Path**
(Brian Berndt, Director of Community and Economic Development will review findings on research concerning the Mountain Estates Cemetery Access path)
 5. **Finance Department Report (20:00)**
(Dean Lundell, Finance Director will present and discuss the proposed, tentative 2017-18 budget for the Police Department)
 6. **Public Safety Reports (20:00)**
 - a. **Unified Fire Authority**
(Report from UFA Assistant Chief Mike Watson on events of the week.)
 1. **Report on the UFA Finance Committee Meeting – Mayor Cullimore**
(Mayor Cullimore will provide an overview of the UFA Finance Committee meeting.)
 - b. **Police Department**
(Report from Chief Robby Russo on noteworthy events of the week.)
 7. **City Manager/Assistant City Manager Report (30:00)**
 - a. **City Hall Report**
(City Manager, John Park, will provide the Council with a progress report on the remaining items to complete the punch list for City Hall.)
 - b. **Emergency Management – Great Shake Out Report**

(Assistant City Manager, Bryce Haderlie, will report on the Emergency Preparedness Event on April 22, 2017 called the Great Shake Out)

b. Review of Staff Communications

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. 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.)

8. Mayor/City Council Reports (20:00)

a. Wasatch Front Waste and Recycling District Board Meeting – Councilman Bracken

(Councilman Bracken will report on the recent Wasatch Front Waste and Recycling District Board meeting)

b. Banbury/2700 East Neighborhood Meeting - Councilman Bracken

(Councilman Bracken will report on the recent meeting with neighbors in and around Banbury and 2700 East regarding a proposed no parking area during the summer months)

9. Calendar of Events

Councilmember Schedules for the next week / 2017 Calendar:

- a. April 26 at 6 pm – Citizens Academy Graduation
- b. May 4 at 7 p.m. – Once Voice Children’s Choir and Rocky Mountain Strings Concert - Brighton High School, 2220 Bengal Blvd.
- c. May 18 - 5:30 pm to 7:00 pm - Business Boot Camp: *Creative Content Marketing*
- d. June 5 - 6:00 pm to 8:00 pm - 2017 Zombie Family Bike Ride
- e. June 6 – 2:00 pm to 4:00 pm - Brighton High School Graduation at the Maverick Center
- f. June 15 - 5:30 pm to 7:30 pm - Business Boot Camp: *Discover Your Unconscious Biases*
- g. August 24 - 5:30 pm to 6:30 pm - Social Media - FREE Boot Camp Workshop
- h. September 14 - 5:30 pm to 7:30 pm - Business Licensing and Zoning - FREE Boot Camp Workshop
- i. September 16 - 10 am – 2pm - Bark in the Park at Mountview Park
- j. October 5 - 11:30 am to 1:00 pm - Cottonwood Heights Business Awards Luncheon
- k. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat
- l. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
- m. December 15 - Noon to 2:00 pm - Sub For Santa Holiday Open House

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

11. ADJOURN



COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Notice is hereby given that the **Community Development and Renewal Agency of Cottonwood Heights** will hold a **Business Meeting** beginning at **6:45 p.m.** on **Tuesday, April 25, 2017**, at Cottonwood Heights City Council Chambers located at 2277 East Bengal Blvd., Cottonwood Heights, Utah.

6:45 p.m. 1.0 **WELCOME**

2.0 **ACTION ITEMS**

2.1 Approval of Certificate of Compliance with Open Meetings Law

2.2 Election of Chair, Vice-Chair, and Chief Executive Officer

2.3 Consent of Appointment of Secretary and Treasurer

2.4 Approval of April 25, 2017 Minutes

(The Community Development and Renewal Agency will move to approve the minutes of April 25, 2017, after the following process is met. The recorder will prepare the minutes and email them to each member. The members will have five days to review the minutes and provide any changes to the recorder. If, after five days there are no changes, the minutes will stand approved. If there are changes, the process will be followed until the changes are made and the Members are in agreement, at which time the minutes shall be deemed approved.)

3.0 **ADJOURN CDRA MEETING**