

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, JULY 12, 2016 AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 1265 EAST FORT UNION BLVD., SUITE 250, 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, City Recorder Paula Melgar, City Attorney Shane Topham, Community and Economic Development Director Brian Berndt, Finance Director Dean Lundell, Public Works Director Matt Shipp, Public Relations Specialist Dan Metcalf, Police Chief Robby Russo, Assistant Fire Chief Mike Watson

Others Present: Mr. Robert J. Grow with Envision Utah

1. ENVISION UTAH

Mayor Cullimore introduces Mr. Robert J. Grow and turns time to Mr. Grow to present. A presentation is attached and incorporated by this reference.

Envision Utah is offering to work with cities.

Mr. Grow was the founding chair for Envision Utah.

2. City Events

Ms. Ann Eatchel, City Event Coordinator, Kris Monty Committee Vice Chair and Jim Monty Committee Chair, updated Council on events for Butlerville Days:

- Pickle ball tournament named the “Mayor’s Tournament”
- Bingo for the first time Friday night.
- Carnival is being expanded to full size and there will be 18 food vendors with wide variety of food - 9 food trucks and 9 food tents.
- Trying to get a marching band and have floats going.
- Resident’s letters will be sent out soon.
- 5k has 60 entries, so far.
- Historical tent. Car show may be bringing tractor show in the future
- Movie night will be showing *Zootopia*.
- Fireworks to finish off.

3. Review of Business Meeting Agenda

Council reviewed the agenda before adjourning meeting to reconvene at the City Council Business Meeting at Suite 300.

At 6:58 p.m. the City Council adjourned to the Business Meeting at Suite 300

At 8:37 p.m. the City Council reconvened to the Work Session.

4. Public Relations Report

Mr. Dan Metcalf Public Relations Specialist, provided a report on media coverage of city events as well as newsletter information.

Mr. Metcalf presented:

- Video on *FOX13 News* titled “The Place” on the Cottonwood Heights Recreation Center.
- Video on *FOX13 News* an individual with mental issues who was lost and was later found by Cottonwood Heights Police Department and safely returned to her home and family.
- Video on *KSL 5 News at 10 pm* regarding Salt Lake Valley Police support for Dallas fallen Police Officers. Cottonwood Heights Police Department will be represented by Officer Dougherty in Dallas to show their support for fallen Officers. Chief Russo explained to council about Cottonwood Police support and involvement.
- Video *FOX13 News at Five* about two captured fugitives
- Video on *FOX13 News at Nine* about a resident who tried to stop a car from being stolen but was thrown from vehicle and received head injuries. Cottonwood Heights Police Department advised residents to not put themselves in harm’s way.
- Video on *CBS 2 News at 5:00 pm* regarding land use agreement – Mountain Accord Agreement. Mayor Cullimore was featured in support of agreement. Mayor Cullimore provided details on the agreement.

The City Weekly also featured Mayor Cullimore in an article on UFA; and Butlerville Days and the New City Hall are also being promoted.

Newsletter for August is ready to go with the exception of the pictures taken tonight.

August 5th to August 25th is the area cleanup.

5. Public Works Report

a. Ongoing Public Works Operations.

Mr. Matt Shipp, Public Works Director, gave the Council an update on current and upcoming public works projects, including a discussion on site development of the public works yard.

Mr. Shipp reported that Midvale is repaving Fort Union and will be going on until mid-August. A copy of this flyer is attached and incorporated to the minutes by this reference.

b. Update on Transitioning Public Works

Mr. Matt Shipp, Public Works Director, updated the Council on the progress made since June 21 to transition public works from contracting with TerraCare to self-providing. A copy of the updated timeline is attached and incorporated to the minutes by this reference.

6. **Planning and Economic Development Report**

a. July 6 Planning Commission Report

Mr. Brian Berndt, Economic Development Director, reported on the July 6th Planning Commission meeting.

b. July 7 Board of Adjustments meeting.

Mr. Brian Berndt, Economic Development Director, reported on the July 7th Board of Adjustment meeting.

Mr. Brian Berndt, Economic Development Director, also discussed with Council, definitions on Mixed Use that are currently being considered. The Council provided guidance on finalizing terms associated with height of buildings in the MU zone.

7. **Public Safety Reports**

a. Unified Fire Authority

Assistant Fire Chief Mike Watson reported on events of the week, including a special session of the Utah Legislature that will consider addressing the use of drones as safety hazards during fire events.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week such as the new Police Officers and Lieutenant Promotion of Officer Bartlett. Chief Russo also welcomed the new City Recorder, Paula Melgar.

8. **City Manager/Assistant City Manager Report**

a. New City Hall Construction Report

City Manager John Park, provided the Council with a report on the progress of the new City Hall and updated the Council on the City Council Conference room which will be used for work session. He also reported on issues raised by the Council after their tour last week, including planning for a proposed clock tower.

Mr. Dean Lundell, Chief of Finance, reported on Credit Card policy and options in being able to accept transactions over \$2,500 for payment of city services or products. Council agreed with the recommendations to accept credit cards for such services.

b. Review of Staff Communications

Assistant City Manager, Bryce Haderlie, provided informational reports from each department to provide 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. A copy of this report is also attached and incorporated to these minutes by this reference.

Assistant City Manager, Bryce Haderlie, indicated a preliminary draft of the Cottonwood Heights Citizen Survey was available for review. Because it is still in draft form it is not yet being released to the public.

9. **Mayor/City Council Reports**

a. South Salt Lake Valley Mosquito Abatement Meeting – Councilman Tee Tyler
Councilman Tee Tyler reported on the recent South Salt Lake Valley Mosquito Abatement meeting. The Board approved the District participation in the Riverton RDA.

Councilman Tee Tyler reported on the Zika virus and that there are 935 cases in the United States. West Nile was discovered at foothill fire station. West Nile has killed 7 people in the U.S. so far, this year.

b. Arts Council Meeting – Councilman Michael Shelton

Councilman Michael Shelton reported on the recent Arts Council meeting.

Councilman Michael Shelton reported that the city play is going well. Council Members asked for more information on tickets dates.

10. **Calendar of Events**

- a. Councilmember Schedules for the next week/2016 Calendar
- b. July 22-23 – Butlerville Days
- c. July 25 – Pioneer day recognition, City offices closed.
- d. July 29, 30/ Aug. 1, 4- 6 – Annual City Play Seven Brides for Seven Brothers
- e. August 12 – Movie in the Park at Bywater Park
- f. August 17 – VIP Tour of New Butler Elementary
- g. August 18 – Ribbon Cutting at Butler Elementary
- h. August 20-31 – “Bites in the Heights” Tasting Tour
- i. August 24 – Start of School
- j. September 10 – Big Cottonwood Canyon Marathon
- k. September 14-16 – ULCT Fall Conference
- l. September 29 – City Hall Grand Opening and Ribbon Cutting
- m. October 13th – Youth City Council 6 pm - 8 pm

11. **At 10:38 pm Council moved to a Closed Meeting to Discuss Litigation and the Character and Professional Competence or Physical or Mental Health of an Individual.**
Motioned by Councilman Scott Bracken; Seconded by Councilman Michael Shelton to reconvene to Work Session Meeting at 11:40 pm
12. **ADJOURNED at 11:40 pm**