

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING  
HELD TUESDAY, JULY 17, 2018 AT 5:04 P.M. IN THE COTTONWOOD HEIGHTS  
CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL  
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

**Present:** Councilman Tali Bruce, Councilman Mike Shelton, Councilman Scott Bracken, Councilman Christine W Mikell.

**Present:** City Manager John Park, Assistant City Manager Bryce Haderlie, City Attorney W. Shane Topham, City Recorder Paula Melgar, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Public Works Director Matt Shipp, Public Relations Specialist Dan Metcalf, Community and Economic Development Director Mike Johnson, Senior Planner Matt Taylor.

**Excused:** Mayor Mike Peterson

**WORK SESSION**

Mayor Pro Tempore Mike Shelton called the meeting to order and excused Mayor Peterson. Mayor Pro Tempore Mike Shelton welcomed those present to the meeting.

**1. Review of Business Meeting Agenda**

Mayor Pro Tempore Mike Shelton reviewed the upcoming business meeting agenda with the city council.

Community and Economic Development Director Mike Johnson introduced the city's new Senior Planner, Mr. Matt Taylor.

**2. Public Relations Report - Dan Metcalf**

Public Relations Specialist Dan Metcalf provided the media reports for Cottonwood Heights, with Staff follow-up, where needed.

**3. City Council and Staff Reports**

**a. Butlerville Days Update – Ann Eatchel**

Ms. Ann Eatchel, Events Coordinator, provided the city council with a report on the upcoming Butlerville Days celebration.

Chief Russo presented on Police Officer shortage and possible solutions.

City Manager John Park presented a proposed calendar for the Truth in Taxation Public Hearing scheduled for August 14, 2018 at 7:00 p.m.

**b. Gilson Engineering Contract Discussion**

City Attorney W. Shane Topham led a discussion on the new agreement with Gilson Engineering.

**c. Discussion on City's review standards for geotechnical analysis on site plans.**

City Engineer Brad Gilson led a discussion with the city council on the standards for geotechnical analysis on site plans.

*At 7:00 p.m. the City Council took a break to start the City Council Business Meeting scheduled to start at 7:00 p.m.*

*At 7:41 p.m. the City Council resumed the Work Session.*

**d. Discussion on Roundabout – City Engineer Brad Gilson**

City Engineer Brad Gilson led a discussion on the roundabout open house held July 12.

**4. Citizen Comments from City Council Business Meeting**

The city council discussed public comments of the preceding business meeting and how citizen comments will be addressed.

**5. Special Reports**

**a. Discussion of recruiting efforts for replacement of the City Manager and the Administrative Services Director – City Manager John Park**

City Manager John Park led a discussion on recruitment effort on the positions of City Manager and Administrative Services Director.

**6. Review of Calendars and Upcoming Events**

Councilmember schedules for the next week:

- a. July 23-24 – Butlerville Days
- b. July 24 – No City Council meeting
- c. July 27, 28, 30, Aug. 2, 3, 4, & 6 – 7:30 p.m. – Cottonwood Heights Theater, “Big, the Musical” –Butler Middle School
- d. Every Monday night in August – 5 pm-8 pm – "Food Truck Night" at Mountain View Park
- e. August 1 – 6 pm – Planning Commission Second Public Hearing on the Wasatch Boulevard Master Plan
- f. August 9 – 5:30 pm Reception and 6 pm Ceremony –Brighton High School Groundbreaking

- g. August 11 – TBA (sometime between 2 pm and 5 pm for 45 minutes) Tour of Utah Road Closure - affecting Big Cottonwood, Wasatch and Little Cottonwood.
- h. August 25 – 11 am through 4 pm – Blood Drive at City Hall Community Room
- i. September 8 – 6:45 a.m. till approx. 1:30 p.m. – Big Cottonwood Canyon Marathon
- j. September 12-14 – All day – ULCT Annual Convention
- k. Sept. 15 – 10:00 a.m. – Bark in the Park, Mountview Park

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

There was no need for a closed meeting.

8. **ADJOURN**

Councilmember Tali Bruce motioned to adjourn. Councilmember Christine Mikell seconded the motion. The motion passed unanimously.

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