

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, NOVEMBER 14, 2017 AT 6:03 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 Tee Tyler, Councilman Mike Peterson

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

Excused:

Mayor Cullimore called the meeting to order and welcomed those present.

1. Presentation from Wasatch Front Waste and Recycling (WFWRD).

WFWRD Assistant Financial Controller and Ms. Pam Roberts, executive director of the WFWRD annually meets with the City Council to discuss issues relating to the district budget. This year there is scheduled a rate increase and Ms. Roberts discussed this increase and other issues. A copy of the presentation is attached and incorporated into these minutes by this reference.

2. Review of Business Meeting Agenda

Mayor Cullimore reviewed the upcoming Business meeting agenda with the City Council.

Chief Russo spoke briefly on the new Officer and Honorary Colonels.

Mr. Berndt provided the council with a brief explanation on the Public Comment item.

Mr. Lundell will introduce the proposed Budget Amendment.

3. Public Relations Report

Public Relations Specialist, Dan Metcalf, reported on media coverage and city events. Some of the reports presented included:

- KSL on elections
- Radio report on getting ready for winter
- Fox 13 Breaking News on an Officer shot in West Valley City – Cottonwood Heights responded to the call, along with other agencies.
- KSL High 5 – Cottonwood Heights has most giving neighbors – Jim & Kathy Hopkins

- KUTV News – Standoff Situation in Midvale (stolen car from Cottonwood Heights) – Sgt. Ryan Shosted was PIO on scene. Chief Russo commented on the report and case.

Mr. Metcalf provided an update on the newsletter.

At 6:54 pm the City Council Work Session adjourned to start the City Council Business Meeting scheduled to start at 7 p.m. At 8:09 p.m. The City Council resumed the Work Session.

4. **Community and Economic Development**

a. Appeal Authority/Board of Adjustment Reorganization

Community Development Director Mr. Brian Berndt, and City Attorney Mr. Shane Topham, led a discussion on a proposed reorganization of the city’s land use appeal authority, which currently is the city’s board of adjustment.

b. ADUs Public Forum

Community Development Director Brian Berndt led a discussion on the recently held public forum regarding the proposed Accessory Dwelling Units ordinance.

c. Development Activity Report

Community Development Director Brian Berndt presented to the City Council the development activity report for October listing all current development projects in the city.

Walk-On by Director Brian Berndt on the proposed Cottonwood Mall meetings by developers.

5. **Public Works Report**

a. Public Works Projects

Public Works Director Matt Shipp reported at the City Council Business earlier and had nothing else to add.

6. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Fire Chief Mike Watson reported on events of the week.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week.

7. **City Manager/Assistant City Manager Report**

a. Review of Staff Communications

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.

b. City Council Internal Policies

City Recorder, Paula Melgar, led a discussion on a proposed policy for public comment in public meetings as well as other sections of the City Council Internal Policies.

c. Report on Municipal Election

City Recorder, Paula Melgar, reported on the recent Municipal Election results and upcoming dates to remember related to this election process.

8. **Mayor/City Council Reports**

Councilman Tee Tyler announced that he would have a walk-on on the South Salt Lake Mosquito Abatement Committee meeting held the day before.

a. Historic Committee Meeting – Councilman Peterson

Councilman Peterson reported on the recent Historic Committee meeting.

Walk-On by Councilman Tee Tyler on the South Salt Lake Mosquito Abatement Committee meeting held the day before.

b. Transcom Meeting – Mayor Cullimore

Mayor Cullimore reviewed his participation in the Wasatch Front Regional Council Transportation Committee meeting held on November 2nd

9. **Calendar of Events**

Councilmember Schedules for the next week / 2017-2018 Calendar:

a. **No City Council Meetings: Dec 5 & 26**

b. November 1st through the 30th – Cottonwood Heights Business Association Donation

- Drive for The Road Home at Midvale Center
- c. November 16 – 5:30 pm – Wasatch Boulevard Planning Open house
 - d. November 23 – 7 a.m. – Thanksgiving 5K at the Recreation Center
 - e. November 23-24 – City Hall will be closed for Thanksgiving
 - f. November 27 – 5 to 7 p.m. – “Light the Night” Tree-Lighting Ceremony and Gift Boutique at City Hall
 - g. December 5 – City Employees Christmas Party
 - h. December 15 – Noon to 2:00 pm – Cottonwood Heights Business Association Sub For Santa Open House
 - i. December 16 – 7 p.m. – “A Country Christmas” Holiday Concert, featuring Joshua Creek at Butler Middle School
 - j. December 25 – City Hall will be closed for Christmas
 - k. January 1 – City Hall will be closed for the New Year
 - l. January 2, 2018 – Newly Elected Officials Swearing-in Ceremony
 - m. January 4, 2018 – 4:00 – 8:00 p.m. Open House for Mayor Kelvyn Cullimore and Councilman Tee Tyler who are leaving office.
 - n. January 24, 2018 – Local Officials Day at the Utah State Legislature
 - o. January 27, 2018 – Volunteer Appreciation Dinner

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

At 10:15 p.m. Councilman Tee Tyler made a motion to close the Work Session and move to a Closed Meeting. Councilman Mike Peterson seconded the motion. The Motion passed unanimously. The meeting was closed at 10:16 p.m.

At 10:35 p.m. Councilman Tee Tyler made a Motion to close the closed meeting, resume the City Council Work Session and Adjourn. Councilman Mike Peterson seconded the motion. The Motion passed unanimously.

11. **ADJOURN**

The City Council Work Session adjourned at 10:35 p.m.