

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, NOVEMBER 21, 2017 AT 5:50 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. **Public Relations Report**

Public Relations Specialist, Dan Metcalf, reported on media coverage and city events.

2. **2017 Community Survey**

Y2 Analytics presented and discussed outcomes of the 2017 community survey. A copy of this report is attached and incorporated to these minutes by this reference.

3. **Legislative Interim Meetings Report**

Representatives from Capitol Hill Advisors, Mr. Brian Allen and Ms. Chantel Nate, reported to the Council on the recent state legislative interim meetings. Capitol Hill Advisors are the retained lobbyists for the City.

4. **Public Works Report**

Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week.

5. **Community and Economic Development**

a. Proposed code text amendments

Community Development Director, Mr. Brian Berndt, discussed the proposed revision to Chapter 19.76 Supplementary and Qualifying Rules and Regulations, accessory buildings, fences and walls.

b. Fort Union Area Rezoning

Community Development Director, Mr. Brian Berndt, discussed the proposed Fort Union Area Rezone, as recommended by the Planning Commission.

c. Wasatch Boulevard Planning Open house of November 16 at 5:30 pm

Community Development Director, Mr. Brian Berndt, reported on the recently held Wasatch Boulevard Planning Open house.

6. **Public Safety Reports**

a. Unified Fire Authority

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

1. UFA Board Meeting

Mayor Cullimore reported on his recently attended UFA Board Meeting.

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 Attorney, Shane Topham and 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. Valley Emergency Communications Center – City Manager John Park

City Manager, Mr. John Park, reported on the recent Valley Emergency Communications meeting.

8. **Mayor/City Council Reports (10:00)**

a. Hale Theater Grand Opening Gala – Mayor Cullimore

Mayor Cullimore attended the Hale Theater Grand Opening Gala on November 16th and reported on the event.

b. Tourist, Recreation, Cultural and Convention (TRCC) Advisory Board – Mayor Cullimore

Mayor Cullimore is a member of the TRCC Advisory Board for SL County and reported on the TRCC meeting held November 21th, 2017.

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

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

At 10:23 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 10:37 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 10:37 p.m.