

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, NOVEMBER 7, 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 Mike Shelton, Councilman Tee Tyler, Councilman Mike Peterson

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

Excused: Councilman Scott Bracken

WORK SESSION

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

1. Public Relations Report

Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and city events. Some events reported were:

- A report on Mr. Sim Gill, Salt Lake County District Attorney, clearing Sgt. McHugh on shooting.
- Fox 13 report on youth smoking drugs at gas station refrigerator

2. Public Works Report

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

a. Quarter of the Quarter Funding

The City applied for funding under the quarter of the quarter allocation made by Community Development the 2017 Legislature. Mayor Cullimore and the City Finance Director, Dean Lundell, and Matt Shipp, Public Works director, led the discussion.

3. Community and Economic Development

a. Planning Commission Meeting of November 1, 2017.

Director, Mr. Brian Berndt, reported on the recent Planning Commission Meeting of November 1, 2017.

b. Town Hall Meeting – Accessory Dwelling Unit Ordinance (ADU)

The city council is considering an ordinance regulating Accessory Dwelling Units. Mr. Michael Johnson, Senior Planner, discussed plans for a town hall meeting on Wednesday, November 8th, to receive feedback on this ordinance.

4. **Public Safety Reports**

a. Unified Fire Authority

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

1. UFA Meeting

Mayor Cullimore reported on his recently attended UFA Meeting discussing member fees and fireworks.

b. Police Department

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

5. **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. Utah City Managers Association Fall Conference

City Manager, Mr. John Park, reported on his attendance at the fall conference of the UCMA held at the University of Utah.

6. **Mayor/City Council Reports**

a. Jordan River Commission Meeting – Councilman Tyler

Councilman Tyler reported on the recent Jordan River Commission meeting.

b. CH2 Meeting – Councilman Bracken

Councilman Bracken reported on the recent CH2 meeting which is the coordination meeting between the city and the Cottonwood Heights Recreation Center.

Ms. Pam Roberts, with WFRW, plans to come back next week to answer questions on increase of fees.

Walk-On: Councilman Shelton briefly discussed a play coming up “Big”

- c. Conference of Mayors – Mayor Cullimore

Mayor Cullimore reported on the recent Conference of Mayors meeting.

- d. Wasatch Front Regional Council – Mayor Cullimore

Mayor Cullimore reported on the Wasatch Front Regional Council meeting held October 26th.

Walk-on: by Mayor Cullimore on the Ferguson Canyon sign.

7. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Dec 5, Dec 26, 2017 and Jan 1, 2018
- b. November 1st through the 30th – Cottonwood Heights Business Association Donation Drive for The Road Home at Midvale Center
- c. November 7 – General Election Day
- d. Nov. 8 – 6:30 p.m. – Meeting on ADUs – CH Community Room
- e. November 9 – 5:30 pm to 7:30 pm – FREE Boot Camp Workshop
- f. November 16 – 5:30 pm – Wasatch Boulevard Planning Open house
- g. November 23 – 7 a.m. – Thanksgiving 5K at the Recreation Center
- h. November 27 – 5 to 7 p.m. – “Light the Night” Tree-Lighting Ceremony and Gift Boutique at City Hall
- i. December 5 – City Employees Christmas Party

- j. December 15 – Noon to 2:00 pm – Cottonwood Heights Business Association Sub For Santa Open House
- k. December 16 – 7 p.m. – “A Country Christmas” Holiday Concert, featuring Joshua Creek at Butler Middle School
- 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

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

Mayor Cullimore informed that a closed meeting was need to discuss property acquisition.

At 7:50 p.m. Councilman Tee Tyler motioned to close the meeting. The motion was seconded by Councilman Mike Shelton. The motion passed unanimously.

At 8:04 p.m. Councilman Tee Tyler motioned to close the closed meeting, resume the work session and adjourn. Councilman Mike Shelton seconded the motion. The motion passed unanimously.

9. **ADJOURN**

The City Council Work Session adjourned at 8:04 p.m.