

1 **MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING**
2 **HELD TUESDAY, NOVEMBER 14, 2017 AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS**
3 **CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL**
4 **BOULEVARD, COTTONWOOD HEIGHTS, UTAH**
5

6 **Members Present:** Mayor Kelvyn Cullimore, Councilman Mike Peterson, Councilman Scott
7 Bracken, Councilman Mike Shelton, Councilman Tee Tyler
8

9 **Staff Present:** City Manager John Park, Assistant City Manager Bryce Haderlie, City
10 Attorney Shane Topham, Police Chief Robby Russo, Finance Director Dean
11 Lundell, Assistant Fire Chief Mike Watson, Community Development
12 Director Brian Berndt, City Recorder Paula Melgar, Finance Director Dean
13 Lundell, Public Works Director Matt Shipp, Public Relations Specialist Dan
14 Metcalf
15

16 **Others:** Scout Troop 173
17

18 **1.0 WELCOME**
19

20 1.1 Mayor Kelvyn Cullimore called the meeting to order at 7:00 p.m.
21

22 1.2 The Pledge of Allegiance was led by Scout Troop 173 members Thatcher Carlson, William
23 Klingerpearl, and Noah Kurl.
24

25 **2.0 ACKNOWLEDGEMENTS**
26

27 **2.1 Introduction of the Newest Member of the Cottonwood Heights Police Department,**
28 **Officer Michael Fullwood.**
29

30 2.1.1 Police Chief, Robby Russo, welcomed Officer Michael Fullwood who came from West Jordan
31 City. He reported that Cottonwood Heights continues to keep their standards high and believes
32 CHPD has the finest officers in the Valley.
33

34 2.1.2 Officer Fullwood reported that he was previously working violent crimes as a detective and it
35 was the reputation of Cottonwood Heights Police Department that brought him here. He
36 introduced his wife and children.
37

38 **2.2 Introduction of Honorary Police Colonels Mike Norseth and Kirk Umphrey.**
39

40 2.2.1 Chief Russo introduced Honorary Police Colonels Mike Norseth and Kirk Umphrey. He stated
41 these gentlemen have supported the Police Department. He expressed gratitude for the support
42 of people of their stature in the community. Chief Russo commented that Mike Norseth played
43 in the NFL and is involved in many charities. Kirk Umphrey is an understated gentleman who
44 owns the Jiffy Lube franchises and donates free oil changes to veterans and is very giving and
45 charitable.
46

1 2.2.2 Mr. Umphrey stated he has been in the Jiffy Lube business for many years and holds the
2 military and Police Department in high regard. He was honored to be selected for this kind of
3 program and expressed his thanks to the Council.
4

5 2.2.3 Mr. Norseth stated he is a partner in Jiffy Lube and is also in the insurance business. He
6 expressed gratitude for those who serve our country and appreciated the opportunity to give
7 back.
8

9 **3.0 CITIZEN COMMENTS**

10
11 3.1 Eric Kraan wished to address the ADU issue and reviewed the two definitions put out by the
12 Federal Housing Administration and Fannie Mae. He reported that both include specific
13 material construction items and recommended the Council consider incorporating these
14 definitions to qualify for an ADU.
15

16 **4.0 PUBLIC COMMENT**

17 18 **4.1 Proposed "Planned Development District Zone" Map Change.**

19
20 4.1.1 Mayor Cullimore reported that the proposed change pertains to an extension of the City's
21 Planned Development District Zone.
22

23 4.1.2 Community Development Director, Brian Berndt, stated that the Planning Commission
24 recommended the proposed change to the Planned Development District (PDD) map. A map
25 of the proposed area was reviewed. He reported that staff was approached by several people
26 looking at properties in the northwest portion of the City. The proposed change includes the
27 quadrant south of I-215 east of the on-ramp and north of Fort Union Boulevard. Their
28 proposal is to include it in the zone map. It will establish a zone where people can make an
29 application with the PDD zone but does not create any type of entitlement.
30

31 4.1.3 Mayor Cullimore opened the public comment.
32

33 4.1.4 Jen Fredricksen stated she believed this should have been mentioned in the newsletter
34 allowing citizens to be informed.
35

36 4.1.5 Eric Kraan reported that he walked the residential neighborhood and asked residents if they
37 were aware of the proposal. He suggested they contact their representative for more
38 information and expressed concern with communication. He asked if the new Even Stevens
39 sandwich shop is in a PDD zone.
40

41 4.1.6 City Manager, John Park, indicated that Even Stevens is not in a PDD zone and the City does
42 not currently have a PDD zone. What is proposed would identify areas where a PDD zone
43 could be established on a parcel that is a minimum of three acres in size.
44

45 4.1.7 There were no further comments. The public hearing was closed.
46

1 **5.0 PUBLIC HEARING**

2
3 **5.1 Annual Operating and Capital Budget Proposed Amendment for the 2017-2018 Fiscal**
4 **Year.**

5
6 5.1.1 Finance Director, Dean Lundell, presented the proposed Annual Operating and Capital Budget
7 amendment for the 2017-2018 fiscal year and stated that the first item carries forward unspent
8 funds from the previous years on the six capital projects. He reported that the 3D scanner that
9 is used for crime scene analysis cost just under \$70,000. Of the total cost, \$25,000 was paid
10 for using grant proceeds.

11
12 The next items related to police equipment that was sold. This allowed them to take the
13 proceeds and spend them as needed.

14
15 This year, the City purchased a new float that will be used for the next few years.

16
17 The Arts Council is allocated a certain amount each year. They also raise funds any amount
18 that is unspent is rolled forward to the next year. This year the excess was \$13,307.

19
20 Mr. Lundell stated that the next item is from the Big Cottonwood Canyon Marathon donation
21 to the Youth City Council in the amount of \$300.

22
23 The last item pertained to the current road study, which allowed the City to begin work on a
24 maintenance plan. \$50,000 was budgeted so the additional \$100,000 will come from fund
25 balance. The expenditure was originally to be funded with the County grant, which did not
26 materialize.

27
28 5.1.2 Mayor Cullimore opened the public hearing.

29
30 5.1.3 There were no public comments. The public hearing was closed.

31
32 **6.0 STANDING MONTHLY REPORTS**

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34 **6.1 Police Report – Police Support Supervisor Candie Terry**

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36 6.1.1 Police Support Supervisor, Candie Terry, presented the Police Report for the month of
37 October and stated that Butler Middle School visited their office and donated items for Red
38 Ribbon Week with a promise they are going to be drug free. Calls for service by source were
39 reviewed. There were 360 911 calls, 546 on-view calls, and 857 phone calls. There were 561
40 Priority 1 calls reported, 384 Priority 2, and 323 Priority 3 calls. The average response time
41 for Priority 1 calls was 4:11, Priority 2 was 6:12, and Priority 3 was 7:31. District 1 issued
42 233 reports, District 2 had 88, District 3 had 75, and District 4 had 106. Top crime categories
43 included theft, suspicious circumstances, and accidents. There were 119 adult arrests and 14
44 juvenile arrests. There were 235 traffic citations issued with 12 DUIs and 84 warnings. There
45 were 45 property accidents and 12 included injuries. Safety tips for package delivery included
46 having items sent to your office, educating yourself on the latest scams, and setting up
47 informed delivery if a package is being sent to your home.
48

1 6.1.2 Chief Russo gave video presentation showing how the body cameras are working.
2

3 **6.2 Public Works Report – Public Works Director, Matt Shipp.**
4

5 6.2.1 Public Works Director, Matt Shipp, presented the Public Works Report for October 2017 and
6 reviewed the hour breakdown for public works projects. Crews have been patching, street
7 sweeping, and performing regular maintenance throughout the City. The Highland Drive and
8 La Cresta geometry review was to take place this week. Fort Union and Highland Drive were
9 and the LaCresta Highland project were both being prepared for a winter bid. The Highland
10 Drive reconstruction project was complete as was the crack sealing on Fort Union Boulevard.
11 UDOT planned to have the high-T lights up and functioning the Monday after Thanksgiving.
12

13 **7.0 ACTION ITEMS**
14

15 **7.1 Consideration of Ordinance 282 Amending Code Section 19.82.100 and Code Chart**
16 **19.82.03-01 Concerning PFEDS Monument Signs.**
17

18 7.1.1 Mayor Cullimore reported that the above Ordinance amends signs in the Public Facilities
19 zone. The ordinance was amended several months ago to accommodate Ridgecrest
20 Elementary but the amendment was not quite adequate. This restates the ordinance to better
21 allow the signs at Ridgecrest.
22

23 **7.1.2 MOTION:** Councilman Shelton moved to approve Ordinance 282. The motion was
24 seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman
25 Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye.
26 The motion passed unanimously.
27

28 **7.2 Consideration of Ordinance 283 Adopting an Amended Budget for 2017-2018.**
29

30 7.2.1 Mayor Cullimore reported that the above Ordinance adopts the amended budget for the 2017-
31 2018 fiscal year as presented by Mr. Lundell.
32

33 **7.2.2 MOTION:** Councilman Tyler moved to approve Ordinance 283. The motion was seconded
34 by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-
35 Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye. The
36 motion passed unanimously.
37

38 **7.3 Consideration of Resolution 2017-61 Approving A Proposed Fee Increase for the**
39 **Wasatch Front Waste and Recycling District.**
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41 7.3.1 Mayor Cullimore reported that the above Resolution pertains to the approval of a fee increase
42 for the Wasatch Front Waste and Recycling District.
43

44 7.3.2 Councilman Bracken stated this is the Interlocal Agreement that Wasatch Front Waste and
45 Recycling District requires before any fee increase can implemented. He noted that the
46 majority of cities and municipal townships they serve must approve of the increase. They
47 have requested a \$2.25 per month increase, which covers a variety of services. They

1 conducted a survey of the 83,000 homes they serve asking for their opinion and they found
2 that 60% supported an increase fees rather than a decrease in services.

3
4 **7.3.3 MOTION:** Councilman Bracken moved to approve Resolution 2017-61. The motion was
5 seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman
6 Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye.
7 The motion passed unanimously.

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10 **8.0 CONSENT CALENDAR**

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12 **8.1 Approval of City Council Business Minutes of September 26. Also, Approval of the City**
13 **Council Work Session Minutes for October 24 and November 7.**

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15 **8.2 MOTION:** Councilman Shelton moved to approve the minutes of the City Council Business
16 Meeting of September 26 and the Work Sessions from October 24 and November 7. The
17 motion was seconded by Councilman Peterson. The motion passed with the unanimous
18 consent of the Council.

19
20 **9.0 ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION**

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22 **9.1 MOTION:** Councilman Bracken moved to adjourn the Business Meeting. The motion was
23 seconded by Councilman Peterson. The motion passed unanimously.

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25 9.2 The meeting adjourned at 8:01 p.m.

1 *I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood*
2 *Heights City Council Business Meeting held Tuesday, November 14, 2017.*

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10 Teri Forbes
11 T Forbes Group
12 Minutes Secretary
13
14 Minutes approved: December 19, 2017