

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, APRIL 18, 2017 AT 6:02 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 Mike Peterson, Councilman Tee Tyler

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

**Absent:** Finance Director Dean Lundell

*An audio recording of this meeting is available at  
<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-179/>*

**1. Canyons School District**

*(00:00:25)* Ms. Amber Shill provided City Council with the Canyons School District monthly presentation.

*Mayor Cullimore jumped ahead to Item 5. a. UDOT Open House. To allow UDOT Engineers to leave earlier.*

**2. Easter Teen Night & Easter Egg Hunt at Butler Park**

*(00:51:39)* Ms. Ann Eatchel, Events Coordinator, reported on the April 14<sup>th</sup> Easter Teen Night at the Recreation Center and the April 15<sup>th</sup> Easter Egg Hunt at Butler Park.

**3. Public Relations Report**

*(01:12:23)* Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and events of the city.

**4. Planning and Economic Development Report**

**a. Planning Commission meeting of April 19<sup>th</sup>, 2017**

*(01:25:27)* Community and Economic Development Director, Mr. Brian Berndt reported on the upcoming Planning Commission meeting.

## **b. Board of Adjustment meeting of April 13<sup>th</sup>, 2017**

(01:29:00) Community and Economic Development Director, Mr. Brian Berndt reported on the recent Board of Adjustment meeting.

## **c. Administrative Hearing of April 19<sup>th</sup>**

(01:29:57) Community and Economic Development Director, Mr. Brian Berndt reported on the upcoming Administrative Hearing meeting to consider two conditional use permits; one for a wall height extension and another for a home occupation at Twin Lake Cir.

## **d. Architectural Review Commission of April 26<sup>th</sup>**

(01:31:17) Community and Economic Development Director, Mr. Brian Berndt, reported on the upcoming Architectural Review Commission meeting.

(01:39:17) Walk-on: Wasatch Front Grant

## **5. Public Works Report**

(01:43:14) Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week including progress on the new public works site on 3000 East and areas of emphasis efforts since our last meeting.

### **a. UDOT Open House - High-T Intersection on Wasatch**

(00:30:27) Mr. Eric Trang, Engineer with UDOT, reported on the recent open house to discuss the UDOT High-T intersection proposed at the intersection of SR210 and Wasatch Blvd.

## **6. Public Safety Reports**

### **a. Unified Fire Authority**

(01:53:03) Assistant Chief Mike Watson reported on noteworthy events of the week.

#### ***1. Strategic planning session for UFA – Assistant Chief Watson***

Assistant Chief Watson discussed the UFA strategic planning sessions on May 22 and 23rd.

#### ***2. Report on the UFA Board Meeting – Mayor Cullimore/Assist. Chief Watson***

Mayor Cullimore and Assistant Chief Watson provided an overview of the Unified Fire Authority Board meeting held April 18<sup>th</sup>.

### **b. Police Department**

(02:23:48) Chief Russo reported on noteworthy events of the week.

## 7. City Manager/Assistant City Manager Report

### a. City Hall Report

(02:33:06) City Manager, John Park, provided the Council with a progress report on the remaining items to complete the punch list for City Hall.

### b. Review of Staff Communications

Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at [www.ch.utah.gov](http://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.

## 8. Mayor/City Council Reports

### a. Historic Committee Meeting – Councilman Peterson

(02:41:52) Councilman Peterson reported on the recent Historic Committee meeting.

### b. Butlerville Days Committee Meeting – Councilman Peterson

(02:47:06) Councilman Peterson reported on the recent Butlerville Days Committee meeting.

### c. Valley Emergency Communications Center (VECC) Trustee’s Meeting – Councilman Shelton

(02:51:59) Councilman Shelton reported on the recent VECC Board of Trustee’s meeting.

## 9. Calendar of Events

### (02:57:30) Councilmember Schedules for the next week / 2017 Calendar:

- a. **No Scheduled Council Mtgs:** May 30, July 4, Oct 31, Dec 5 & 26
- b. April 20 - 5:30 p.m.-7 p.m. - Business Boot Camp: *Photography for Business*
- c. April 22 – 9 a.m. to 11 a.m. – Great Shake Out Emergency Prep Exercise
- d. April 25 – 9:30 a.m. - Big Cottonwood Canyon Presentation U of U
- e. June 1 to 7 - Candidacy filing period – Mayor, Districts 3 & 4
- f. July 21 and 22 – Butlerville Days
- g. July 27 through 29, July 31; also, August 4 and 5 – CH Arts Council Presents “Annie”.
- h. August 15 – Primary Election Day
- i. August 29 – YCC Dinner with Mayor
- j. November 7 – Election Day
- k. December 5 – City Employees Christmas Party

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

(03:02:09) Councilman Tee Tyler moved to close the Work Session at 9:04 p.m. Councilman Mike Peterson seconded the motion. The Work Session was closed at 9:05 p.m.

At 9:18 p.m. Councilman Tee Tyler moved to close the Closed Session, resume the Work Session and Adjourn. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

**11. ADJOURN**

The City Council Work Session adjourned at 9:18 p.m.