

1 **MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING**  
2 **HELD TUESDAY, APRIL 25, 2017 AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS CITY**  
3 **COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD,**  
4 **COTTONWOOD HEIGHTS, UTAH**  
5

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

9 **Staff Present:** City Manager John Park, Assistant City Manager, Bryce Haderlie, Police Chief  
10 Robby Russo, City Attorney Shane Topham, City Engineer Brad Gilson,  
11 Community and Economic Development Director Brian Berndt, Finance  
12 Director Dean Lundell, Public Works Director Matt Shipp, Public Relations  
13 Specialist Dan Metcalf  
14

15 **1.0 WELCOME**  
16

17 1.1 Mayor Cullimore called the meeting to order at 7:00 p.m. and welcomed those in attendance.  
18

19 1.2 The Pledge of Allegiance was led by Thomas Welder from Boy Scout Troop 1511.  
20

21 **2.0 ACKNOWLEDGMENTS/PROCLAMATIONS**  
22

23 **2.1 2016 Trust Accountability Program (TAP) Award – Doug Folsom.**  
24

25 2.1.1 Doug Folsom from the Utah Local Government Trust presented the Mayor and Cottonwood  
26 Heights City Council with the Trust Accountability Program (TAP) Award. He reported that  
27 this is the second year Cottonwood Heights has received the TAP Award, which will mean a  
28 cash award to the City, as well as insurance product discounts. It was noted that it will help  
29 the City save on overall costs. The award is given in recognition of best practices in risk  
30 management resulting in below average liability claims.  
31

32 **3.0 CITIZEN COMMENTS**  
33

34 3.1 There were no citizen comments.  
35

36 **4.0 STANDING MONTHLY REPORTS**  
37

38 **4.1 Monthly Financial Report – Finance Director, Dean Lundell.**  
39

40 4.1.1 Finance Director, Dean Lundell, presented the Monthly Financial Report. He reported that  
41 Sales Tax Reports are typically a two months behind the actual month reporting so tonight's  
42 report is from January. Sales Tax revenues are \$16,000 higher than budgeted and are projected  
43 to be more than last year. The year-to-date sales tax revenue is about \$60,000 over what was  
44 realized last year and could increase to \$100,000 over what was budgeted for the current year.  
45 Mr. Lundell reported that the Municipal Energy and Use Tax is expected to increase over last  
46 year. The City also received Class C Road Funds, which was an increase from last year. It  
47 had been difficult to project Class C Road Funds because the formula has changed recently  
48 and there were delays in distribution, however, it was anticipated that the revenue will come

1 in as expected. Mr. Lundell reported that General Fund expenditures are less than what was  
2 budgeted, and although it is too soon to determine if it will remain this way, it was expected  
3 that the overall expenditures will come in under budget.  
4

5 **4.2 Unified Fire Report – Assistant Chief, Mike Watson.**

6  
7 4.2.1 Assistant Fire Chief, Mike Watson, presented the Unified Fire Report for the month of March  
8 2017. He reported that Station 110 had lower call volume than expected, but Station 116 was  
9 much higher. He reviewed graphs of calls from each fire station over the last few months and  
10 reviewed trends from the 12-month call average. Both stations were trending upward in terms  
11 of fire and medical calls. Recent calls in both Little and Big Cottonwood Canyons were  
12 assisted by the Unified Fire Authority. There was also a review and comparison of fire and  
13 medical calls and types of calls. The top three reasons for fire calls included fire alarms,  
14 flooding/hydrant problems, and smoke investigation (including BBQ and trash fires). Chief  
15 Watson discussed ambulance call transports, which remain steady compared to last year. He  
16 also discussed the elimination of the ambulance at station 116. Ambulance service will be  
17 provided out of station 110 and other surrounding stations. Chief Watson reported to the  
18 City Council and stressed to the public that the warm temperatures could bring significant  
19 water run-off. There is a chance of potential flooding and high-water issues in the coming  
20 weeks. He discussed public outreach education about high water and drowning.  
21

22 **5.0 ACTION ITEMS**

23  
24 **5.1 Consideration of Resolution 2017-27 Consenting to an Appointment to the Historic**  
25 **Committee.**

26  
27 5.1.1 Mayor Cullimore reported that the above resolution consents to an appointment to the Historic  
28 Committee. It was proposed that James E. Kichas be appointed to the Committee. Mr. Kichas  
29 was present and introduced himself to the Council. He is a lifelong resident of Cottonwood  
30 Heights and has worked at the State Archives Office since 2002. He hoped his skills in  
31 archives and history will be beneficial to the City Council. The City Council thanked Mr.  
32 Kichas for his willingness to serve.  
33

34 **5.1.2 MOTION:** Councilman Mike Peterson moved to approve Resolution 2017-27. The motion  
35 was seconded by Councilman Scott Bracken. Vote on motion: Councilman Tyler-Aye,  
36 Councilman Peterson-Aye, Councilman Bracken-Aye, Councilman Shelton-Aye, Mayor  
37 Cullimore-Aye. The motion passed unanimously.  
38

39 **5.2 Consideration of Resolution 2017-28 Authorizing Disposal of Unclaimed Property**  
40 **and/or Property No Longer Needed as Evidence.**

41  
42 5.2.1 Mayor Cullimore reported that the above resolution authorizes the disposal of unclaimed  
43 and/or unnecessary property that is no longer needed as evidence. He explained that the  
44 property is put up for sale with an auction company that takes a fee and returns money to the  
45 City. This sale consists primarily of tools and electronics. Using an auction company provides  
46 integrity for the process by assuring that the property is properly liquidated.  
47

1 **5.2.2 MOTION:** Councilman Tee Tyler moved to approve Resolution 2017-28. The motion was  
2 seconded by Councilman Mike Shelton. Vote on motion: Councilman Tyler-Aye,  
3 Councilman Peterson-Aye, Councilman Bracken-Aye, Councilman Shelton-Aye, Mayor  
4 Cullimore-Aye. The motion passed unanimously.  
5

6 **5.3 Consideration of Resolution 2017-29 Approving Entry into an Interlocal Agreement**  
7 **with the Canyons School District for Bussing Services.**  
8

9 5.3.1 Mayor Cullimore reported that the above resolution approves an Interlocal Agreement with  
10 the Canyons School District for bussing services as necessary for the Big Cottonwood Canyon  
11 Marathon. It was reported that during the first several years of the marathon, transportation  
12 was a major problem. The solution is to contract with the School District to provide bus  
13 services, the costs of which will be paid by the race organizers.  
14

15 **5.3.2 MOTION:** Councilman Mike Shelton moved to approve Resolution 2017-29. The motion  
16 was seconded by Councilman Mike Peterson. Vote on motion: Councilman Tyler-Aye,  
17 Councilman Peterson-Aye, Councilman Bracken-Aye, Councilman Shelton-Aye, Mayor  
18 Cullimore-Aye. The motion passed unanimously.  
19

20 **5.4 Consideration of Resolution 2017-30 Approving a Contract with City of Fun for the 2017**  
21 **Butlerville Days Carnival.**  
22

23 5.4.1 Mayor Cullimore reported that the above Resolution approves a contract with the City of Fun  
24 for the 2017 Butlerville Days and is a popular attraction at the Butlerville Days Carnival. The  
25 carnival is scheduled for July 21 and 22, 2017.  
26

27 **5.4.2 MOTION:** Councilman Scott Bracken moved to approve Resolution 2017-30. The motion  
28 was seconded by Councilman Tyler Tee. Vote on motion: Councilman Tyler-Aye,  
29 Councilman Peterson-Aye, Councilman Bracken-Aye, Councilman Shelton-Aye, Mayor  
30 Cullimore-Aye. The motion passed unanimously.  
31

32 **5.5 Consideration of Resolution 2017-31 Approving a Performance Agreement with Jay E.**  
33 **Aiken for 2017 Butlerville Days.**  
34

35 5.5.1 Mayor Cullimore reported that the above resolution approves a Performance Agreement with  
36 Jay E. Aiken for the “Bad Larrys”. . The “Bad Larrys” is an acoustic duo from Flathead  
37 Valley in Montana, which performs off-beat storytelling and music.  
38

39 **5.5.2 MOTION:** Councilman Mike Peterson moved to approve Resolution 2017-31. The motion  
40 was seconded by Councilman Mike Shelton. Vote on motion: Councilman Tyler-Aye,  
41 Councilman Peterson-Aye, Councilman Bracken-Aye, Councilman Shelton-Aye, Mayor  
42 Cullimore-Aye. The motion passed unanimously.  
43

- 1 **6.0** **CONSENT CALENDAR**
- 2
- 3 **6.1** **Approval of Minutes for the City Council Work Session Minutes for March 7 and 28,**
- 4 **2017.**
- 5
- 6 **6.1.1** **MOTION:** Councilman Mike Peterson moved to approve the Consent Calendar.
- 7 Councilman Tee Tyler seconded the motion. The motion passed unanimously.
- 8
- 9 **7.0** **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION**
- 10
- 11 **7.1** **MOTION:** Councilman Scott Bracken moved to adjourn the Business Meeting and
- 12 Reconvene the Work Session. The motion was seconded by Councilman Tyler Tee. The
- 13 motion passed with the unanimous consent of the Council.
- 14
- 15 **7.2** The meeting adjourned at 7:35 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, April 25, 2017.*

3  
4  
5  
6  
7  
8  
9

  

---

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