



COTTONWOOD HEIGHTS CITY COUNCIL AGENDA

Notice is hereby given that the Cottonwood Heights City Council will hold a **Business Meeting** beginning at **7:00 p.m. on Tuesday, October 25, 2016**, at Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

- 7:00 p.m.**
- 1.0 **WELCOME/PLEDGE/ACKNOWLEDGEMENTS**
 - 2.0 **CITIZEN COMMENTS**
(Please note: In order to be considerate of everyone attending the meeting public comments will typically be limited to three minutes per person per item. A spokesperson who has been asked by a group to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the City Recorder prior to noon the day of the meeting.)
 - 3.0 **PUBLIC HEARING**
 - 3.1 **Building Use Policy and Fee Schedule for Cottonwood Heights City Hall**
(The purpose of the public hearing is to receive input on the proposed adoption of a building use policy and associated fee schedule for City Hall.)
 - 4.0 **REPORTS/PROCLAMATIONS/RECOGNITIONS**
 - 4.1 **Recognition of Mr. Carlos Cardon and CHARC (Cottonwood Heights Amateur Radio Club)**
(Mr. Cardon will present information about recognition they recently received in a national publication highlighting their work with the City in Emergency Preparedness Communications.)
 - 4.2 **Recognition of the 2016 DARE Officer of the Year, Officer M. Galieti.**
(Officer Michael Galieti was awarded the Utah Council of Crime Prevention / DARE Officer of the Year for 2016.)
 - 5.0 **Standing Monthly Reports**
 - a. **Monthly Financial Report – Finance Director Dean Lundell**
(Finance Director, Dean Lundell, will provide a report of the city finances for September 2016)
 - b. **Unified Fire Report – Chief Mike Watson**
(Report by UFA Acting Chief Watson of medical and fire calls responded to by Cottonwood Heights' stations during the month of September as well as other informational items from UFA.)
 - 6.0 **ACTION ITEMS**
 - 6.1 **Resolution 2016-87 Approving an Agreement with Salt Lake County for Tier II ZAP Funding**
(Under this proposed agreement, Salt Lake County will provide \$10,000 in ZAP funding for use by the Cottonwood Heights Arts Council).

- 6.2 **Resolution 2016-88** Consenting to an Appointment to the Planning Commission
(By this resolution, the Council will consent to the appointment of Jesse Allen to fill a vacancy on the Planning Commission).
- 7.0 **CONSENT CALENDAR**
- 7.1 Approval of Minutes for the September 20th and 27th and October 4th City Council Work Sessions. Also, the approval of the Minutes for the September 27th, 2016 City Council Business Meeting.
- 8.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION**

PUBLIC COMMENT PROCEDURE

At each City Council Business Meeting any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the citizen comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name and address the body. Any person wishing to comment shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Mayor. Citizen groups will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes. All comments shall be directed to the Mayor and City Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.

The Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council.

On Monday, October 24, 2016, at 1:00 p.m. a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was faxed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at www.ch.utah.gov and the State Public Meeting Notice website at <http://pmn.utah.gov>

DATED THIS 24th DAY OF OCTOBER, 2016

Paula Melgar, City Recorder

Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify Paula Melgar, City Recorder, at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801)270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to pmelgar@ch.utah.gov



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the Cottonwood Heights City Council will hold a **Work Session** at **6:00 p.m.** on **Tuesday, October 25, 2016**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah

- 6:00 p.m.**
1. **Canyons School District (20:00)**
(Monthly Presentation by Ms. Amber Shill with Canyons School District)
 2. **Review of Business Meeting Agenda (10:00)**
 3. **Public Relations Report (15:00)**
(Public Relations Specialist, Dan Metcalf, will report on media coverage and events of the city.)
 4. **Public Works (15:00)**
(Matt Shipp, Public Works Director, will report on public works projects from this past week including progress on the new public works site on 3000 East.)
 5. **Finance Report (5:00)**
 - 5.1 **Proposed Budget Amendment for the 2016/2017 Budget**
(Finance Director, Dean Lundell, will provide a report on the proposed Budget Amendment to the 2016/2017 Budget for the first fiscal quarter of 2017.)
 6. **Public Safety Reports (30:00)**
 - a. **Unified Fire Authority**
(Report from UFA Acting Chief Mike Watson on events of the week)
 1. **Report on UFA Finance Committee Meeting**
(Mayor Cullimore is chair of this committee and will report on this meeting.)
 - b. **Police Department**
(Report from Chief Robby Russo on noteworthy events of the week)
 7. **City Manager/Assistant City Manager Report (40:00)**
 - a. **City Hall Report**
(City Manager John Park, will provide the Council with a report on progress of closing out the punch list for construction of City Hall.)
 - b. **Council Policy on Public Comment Procedures**
(City Manager, John Park, will lead a brief discussion about whether the current procedures allowing for public comment at business meetings is adequate or should be updated)
 - c. **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. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

8. **Mayor/City Council Reports (20:00)**
 - a. Wasatch Front Waste and Recycling District Board Meeting – Councilman Bracken
(Councilman Bracken will report on the recent Wasatch Front Waste and Recycling District Board meeting)
 - b. H2Oath Presentation of Water Conservation Grant
(Councilman Bracken will report on the recent Grant Award from the Jordan River Commission to Cottonwood Heights as a winner of the statewide campaign to conserve water.)
 - c. Tourist, Recreation, Cultural and Convention (TRCC) Advisory Board – Mayor Cullimore
(Mayor Cullimore chairs the TRCC Advisory Board for SL County and will report on the TRCC meeting that reviewed proposed projects to be funded by the County from the TRCC fund.)
9. **Calendar of Events**

Councilmember Schedules for the next week/ 2016 Calendar:

 - a. Oct 28 – Monster Mash on Ice 5-7 pm CH Rec. Center.
 - b. Oct 31 – Trunk or Treat - City Hall parking lot, from 3 pm - 5 pm.
 - c. Nov 22 – No Council Meeting – Thanksgiving Week.
 - d. December 6 – City Employees Christmas Party – No Council Mtg.
 - e. December 27 – No Council Meeting – Christmas Holiday.
10. **Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**
11. **ADJOURN**