

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK MEETING  
HELD TUESDAY, SEPTEMBER 27, 2016 AT 6:00 P.M. IN THE COTTONWOOD  
HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL  
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Mayor Pro Tem Scott Bracken, Councilman Mike Petersen, Councilman Mike Shelton, Councilman Tee Tyler

**Staff Present:** Community and Economic Development Director Brian Berndt, Assistant City Manager Bryce Haderlie, City Attorney Shane Topham, Finance Director Dean Lundell, Public Works Director Matt Shipp, Police Chief Robby Russo, Fire Chief Mike Watson

**Excused:** Mayor Kelvyn Cullimore, City Manager John Park, City Recorder Paula Melgar, Public Relations Specialist Dan Metcalf

In the absence of Mayor Cullimore, Mayor Pro Tem Scott Bracken called the meeting to order at 6:00 p.m.

**1. Review of Business Meeting Agenda.**

The Business Meeting Agenda was reviewed and discussed.

**2. Public Works.**

**a. Public Works Operations Report.**

**b. Report on Transitioning Public Works.**

Public Works Director, Matt Shipp, reported on transitional issues. He reported that two trucks are to be delivered the following day and consist of a 10-wheeler and a 4 x 4 Bobtail. The water and sewer was being finalized the following day at the new site and the foundation would be dug later in the week. He stated that a lot of work was being done at the Old City Hall to clean it up. Patch work and tree trimming was also taking place. The following week the intent was to finalize the Open House and close out the other building. Mr. Shipp reported that the 4 x 4 Bobtails are not yet available. They hope to get one this week and the rest in two weeks' time. He noted that currently they are ahead of schedule on delivery of the trucks. Right now there are 10 vehicles plus two loaders that are available for the City's use if the snow flies. Mr. Shipp stated that the promised delivery of the last truck is October 31. He, however, expected to see them by mid-October.

A question was raised about a potential resolution to the leak on Hollow Dale Dr. at the bottom of the median. Mr. Shipp stated that there is not a line beneath it. They are assuming that the way the curb is laid that it is sitting on the asphalt which causes water to build up and seep between the curb and asphalt. Various agencies have investigated the situation but the source of the problem had not been determined.

Another inquiry was made about the defacement of asphalt on 6675 South. Mr. Shipp stated that it is on the list of items to be addressed.

An update was requested of work being done at the intersection of 3000 East and Fort Union Boulevard. Mr. Shipp stated that the sewer district contractor installing the new sewer lines encountered utilities they were not expecting, which has caused disruptions. They had to move a manhole and had other complications. Work would continue East on Fort Union until they can no longer pave due to colder weather.

With regard to the UDOT Wasatch Project, Mr. Shipp reported that complaints have been received from residents about night paving. The concerns were being directed to UDOT to mitigate. A question was raised as to whether any weed control or mowing will be done. Mr. Shipp agreed to find out and report back.

**3. Planning and Economic Development Report.**

**a. Cottonwood Heights Bike Plan.**

Community and Economic Development Director, Brian Berndt, reported that staff submitted the Bike Plan approved by the Council earlier in the year to the American Planning Association (APA) and received the Achievement Award for the plan. It was to be recognized the following week at the State's APA Conference.

**4. Public Safety Reports.**

**a. Unified Fire Authority.**

**b. Police Department.**

Police Chief, Robby Russo, reported that the SWAT Team is hard at work on their van. He was proud of the work done and stated that the majority of the funding came from grants and drug seizures. They are prepared for the Open House and most of the officers will be in uniform and prepared to give tours.

**5. City Manager/Assistant City Manager Report.**

**a. New City Hall Construction Report.**

Assistant City Manager, Bryce Haderlie, reported that furniture is arriving daily for the new City Hall. Layton Construction has been very responsive to dealing with issues that arise. He indicated that 25 training tables were received that will go with the additional tables they have. There is a recall on the tipping device that allows them to be nested together so they are not supplying them. As a result, they have 25 tables with flat tops that they cannot store. New bases will be provided and traded out with what they have currently. Mr. Haderlie indicated that the previous week they discovered that the landlord at the Old City Hall was not happy with the condition of the building and asked that certain things be done. Crews had been working to detail and clean it up.

**b. Review of Staff Communications.**

Mr. Haderlie stated that several pictures were available for the Council to review.

**c. Policy on Public Use of the New City Hall Facilities.**

With regard to the ribbon cutting, Mr. Haderlie stated that there is a chance of rain on Thursday so the event will be adapted to accommodate the potential for rain. It was reported that on Thursday, from 1:00 p.m. to 7:00 p.m. tours of the New City Hall will be given. Council Members were invited to be present. Mr. Berndt obtained name tags for staff and officers will wear their badges and name tags and circulate and answer questions. Stickers will be placed on the carpet to guide visitors through the facility. It was reported that there will also be entertainment. Throughout the day there will be people playing the piano in segments of 30 and 60 minutes.

Chief Russo reported that the Police Department will close at 1:00 p.m. the day of the Open House. It was noted that the primary speakers are the Mayor, the Governor, and Brian Shiozawa. Work will be done over the next few days to complete the finishing touches.

**6. Mayor/City Council Reports.**

**a. Wasatch Front Waste Recycling District Board Meeting – Councilman Bracken.**

Mayor Pro Tem Bracken reported that the previous day he met with the Wasatch Front Waste Recycling District Board where a presentation was given by the Local Government Trust who is also the insurer for the Wasatch Front. Driver turnover was discussed as well as their intent to adopt a tentative budget at the next meeting.

**b. Butlerville Days Committee Meeting – Councilman Mike Petersen.**

Councilman Petersen reported that the Butlerville Days Committee met the previous week. They performed an evaluation where each sub-committee chair was able to articulate the positive aspects of Butlerville Days as well as the concerns. Both were documented and put into a formal report that will be presented to the Council. A budget was also submitted to the committee for review. Some of the concerns included the higher pricing of rides. It was recommended that ways be found to reduce pricing in some areas to increase participation. With the parade there were concerns with spacing. There were also concerns about the condition of the grass.

**c. Other Items from Councilmembers**

Councilman Petersen reported that there are citizens who are very interested in the development of dog parks in the City. Dr. Stephanie Gelman specifically has been involved. She is gathering information about a Bark in the Park event and land ownership in both the County and City. Dr. Gelman has requested a second meeting with Councilman Petersen to discuss specifics. Councilman Petersen recommended that a member of staff accompany him to that meeting. Dog parks throughout the nation were discussed.

Councilman Tyler reported that typically during the third quarter of every year citizens complain about a neighbor who has not kept up their yard and asks what the City can do. It is a difficult issue because the condition of a property is subjective and difficult to define. Councilman Tyler contacted other cities and found that Herriman City has implemented a program where the City can consider enhancing the exterior of a home or property. It is typically based not only on neighbor complaint but the health of the occupant or owner and the financial wherewithal of the occupant or owner to make the needed improvements. Councilman Tyler reported that the Council consider something similar and asked Mr. Haderlie to include it on the agenda for the next work session. Herriman City has something that Cottonwood Heights should perhaps consider for 2017 with the goal being to enhance the beauty of the community. It was reported that nominations are taken in Herriman for 12 homes per year during the first quarter with all of the work done in the second quarter of the year. Herriman budgets \$1,000 per home and up to 12 houses.

7. **Calendar of Events.**

**Council Member Schedules for the Next Week/2016 Calendar.**

- a. **September 29 – City Hall Grand Opening & Ribbon Cutting – 4:00 p.m.**
  - b. **October 12, - City Council/Historic Commission Meeting; 5:30 p.m. Union Cemetery.**
  - c. **October 13, - Youth City Council Annual Dinner, 6:00 p.m. City Hall.**
  - d. **October 28 – Monster Mash on Ice 5:00 – 7:00 p.m. Cottonwood Heights Recreation Center.**
  - e. **December 6 – City Employees Christmas Party.**
8. **Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual.**

There was no closed meeting.

9. **ADJOURN**

The Work Meeting adjourned at 6:48 p.m.