

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, AUGUST 22, 2017 AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST BENGAL
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Roll Call.

Present: Mayor Kelvyn Cullimore, Councilman Mike Peterson, Councilman Mike Shelton, Councilman Scott Bracken, Councilman Tee Tyler.

Roll Call.

Present: City Manager John Park, Assistant City Manager Bryce Haderlie, City Attorney W. Shane Topham, City Recorder Paula Melgar, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Community Development Director Brian Berndt, Public Works Director Matt Shipp, Finance Director Dean Lundell, Public Relations Specialist Dan Metcalf, Senior Planner Michael Johnson, City Planner Andrew Hulka, Assistant Police Chief Paul Brenneman and Lieutenant Bartlett.

Mayor Cullimore called the meeting to order and welcomed everyone to the meeting.

1. Introduction of the new Cottonwood Heights Police Records Clerks, Bailey Goodart and Bailey Snyder.

Chief Russo introduced the newest members of his police Records Division, to City Council.

Miss Goodart introduced herself and some of her family members present. Miss Snyder followed, and also introduced some her family members, present.

The Mayor and City Council welcomed the new records clerks to the City.

2. Review of Business Meeting Agenda

Mayor Cullimore reviewed the upcoming Business meeting agenda with the City Council.

3. Public Relations Report

Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and events of the city. Some of the reports mentioned were:

- Primary Election Results for Cottonwood Heights Council Seats for District 3 and 4.
- KSL News: Congressional Seat report
- KSL News: Homeless moved from Road Home to hotel in Cottonwood Heights
- Fox 13 News: Cottonwood Heights Fireworks criminal charges

Mr. Metcalf spoke of some short movies staff is working on to promote *Bark in the Park* and other events. Also, *Beyond the Badge* program promoting Officers, such as Cottonwood Heights Officer Salmon, for going above and beyond. Road closure updates have been added to the city newsletter.

4. **Community and Economic Development**

a. Accessory Dwelling Unit Ordinance

Community Development Director, Mr. Brian Berndt, presented a proposed ordinance to allow accessory dwelling units in R-1 residential areas. Essentially, this ordinance would allow for basement apartments when ordinance conditions are met. A copy of the proposed changes to the ordinance is attached and incorporated to these minutes by this reference.

The City Council took a break to start the City Council Business Meeting at 7:00 p.m.

At 8:28 p.m. the City Council resumed its Work Session.

Walk-on on Beautification by Mr. Brian Berndt.

5. **Public Works Report**

Public Works Director, Mr. Matt Shipp, reported on public works projects from this past week.

Mayor Cullimore asked for a presentation on the planning for the upcoming season of snowplowing.

6. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Chief Mike Watson had nothing to add from his presentation at the City Council Business Meeting.

b. Police Department

Chief Robby Russo reported on noteworthy events of the week, such as the Chiefs Meeting hosted at City Hall.

7. **City Manager/Assistant City Manager Report**

a. Public Citizen Survey 2017

Assistant City Manager, Mr. Bryce Haderlie, led a discussion on the community survey conducted in July of 2016.

b. City Hall Report – Way-Finding Sign Package

City Manager, Mr. John Park, provided the Council with a progress report on the way-finding sign package for City Hall.

c. Christmas Decorations

City Manager, John Park, led a discussion on the Christmas Decorations for 2017.

d. 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.

8. **Mayor/City Council Reports**

a. Arts Council Meeting – Councilman Shelton

Councilman Shelton reported on the recent Arts Council meeting. The rights to *The Sound of Music* is not available.

b. Valley Emergency Communications Center – Councilman Shelton

Councilman Shelton reported on the recent Valley Emergency Communications Center meeting and concerns involving the unification of the CAD system.

c. Legislative Policy Committee – Councilman Peterson

Councilman Peterson reported on the recently held Utah League of Cities and Towns Legislative Policy committee meeting which reviewed some legislative issues affecting municipalities.

d. Historic Committee Meeting – Councilman Peterson

Councilman Peterson reported on the recent Historic Committee meeting. No meetings were held in August due to scheduled vacations.

9. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. August 24 - 5:30 pm – *Everyday Strategies for Navigating Negativity - FREE Boot Camp Workshop*
- c. August 29 - Board of Canvass Meeting @ 6:00 p.m.
- d. August 29 - *YCC Dinner with the Mayor*
- e. August 30 – Police Banquet, Market Street Grill at 6:00 p.m.
- f. Sept. 9 – Big Cottonwood Canyon Marathon and Half Marathon.
- g. Sept. 13-15 – Utah League of Cities and Towns Fall Conference
- h. Sept. 14 - 5:30 pm – *Social Media Advertising - FREE Boot Camp Workshop*

- i. Sept. 16 – 10 am to 1pm - *Bark in the Park* at Mountview Park
- j. Sept. 28 - 5pm to 7 pm - Open Spaces Master Plan Open House
- k. October 5 - 11:30 am to 1:00 pm - *CH Business Awards Luncheon*
- l. October 12 – 5:30 p.m. – *Leadership Skills Learned from Operating an Escape room - FREE Boot Camp Workshop*
- m. October 27 - Monster Mash – *Cottonwood Heights Rec. Center*
- n. October 31 - 3:00 pm to 5:00 pm - *CHBA Trunk or Treat*
- o. November 7 – General Election Day
- p. November 16 - 5:30 pm to 7:30 pm - *FREE Boot Camp Workshop*
- q. December 5 - *City Employees Christmas Party*
- r. December 15 - Noon to 2:00 pm - *Sub For Santa Open House*

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

No Closed Meeting was needed.

11. **ADJOURN**

At 10:14 p.m. Councilman Tee Tyler made a Motion to close the closed meeting, resume the City Council Work Session and Adjourn. Councilman Mike Peterson seconded the Motion. The Motion passed unanimously.

The City Council Work Session Adjourned at 10:14 p.m.