



## 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 **5:00 p.m.** on **Tuesday, November 27, 2018**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah

### WORK SESSION

- 5:00 pm
1. **Salt Lake County Housing Authority Report – Ms. Janice Kimball**  
*(Ms. Kimball with the Salt Lake County Housing Authority, will provide the city council with a brief introduction to what her agency proposes to do within the city's boundaries.)*
  2. **Canyons School District – Ms. Nancy Tingey**  
*(Monthly presentation by Ms. Nancy Tingey with Canyons School District.)*
  3. **Review of Business Meeting Agenda – Mayor Mike Peterson**  
*(Mayor Peterson will review the upcoming business meeting agenda with the city council.)*
  4. **City Council and Staff Reports**  
*(Each week the city council and staff provide informational reports as a method of keeping up on the day-to-day activities of the city. This agenda item is set aside to allow council members to ask questions or for staff to bring the council up to date of any changes since the report was made.)*
    - a. **Outdoor Lighting Standards Draft Ordinance** – Community Development Senior Planner Matt Taylor
    - b. **Project ZMA-18-002; Walsh Property Planned Development District Rezone Discussion (6784 S 1300 E)** – Community Development Director Michael Johnson
  5. **Review of Calendars and Upcoming Events**  
Councilmember Schedules for the next week - 2018 Calendar:
    - a. December 3 – 7:30 pm – Holiday Concert – Butler Middle School
    - b. December 11 – 2 pm-7pm – City Council Retreat
    - c. December 12 – 8 am – CHBA Cottonwood Connects Social
    - d. December 14 – Noon to 2 pm - Sub for Santa
    - e. December 24-25 City offices will be closed for the Christmas Holiday
    - f. January 9 – 8 am – CHBA Cottonwood Connects Social
    - g. January 28 – 7:30 pm – Masterworks Concerts – Butler Middle School
    - h. February 7 – 5 – 7 pm – Death by Chocolate at City Hall
    - i. April 22 – 7:30 pm – Masterworks Concerts – Butler Middle School
  6. **ADJOURN**



## COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Notice is hereby given that the **Cottonwood Heights Community Development and Renewal Agency** will hold a **Work Session** beginning at **6:15 p.m.** on **Tuesday, November 27, 2018** at the Cottonwood Heights City Council Chambers located at 2277 East Bengal Blvd. Cottonwood Heights, Utah.

6:15 p.m. 1.0 **WELCOME**

2.0 **DISCUSSION ITEMS**

2.1 **Proposed Second Amendment to the Project Area Plan, and Proposed Amended Project Area Budget for the Canyon Centre Community Development Area.**

*(The board will discuss the proposed second amendment to the project area plan, and the proposed amended project area budget, for the Canyon Centre CDA which have been finalized and put out for public review during the statutory 30-day noticing period leading up to the required public hearing scheduled for 18 December 2018. The agency's financial advisor, Jason Burningham, will be available to explain the proposed changes to the current plan and budget and to answer any questions from the board).*

2.2 **Status of Canyon Centre Development Agreement and Other Documentation.**

*(Agency director Tim Tingey, assisted by agency attorney Shane Topham and agency financial advisor Jason Burningham, will lead a discussion of the status of the development agreement and other proposed documentation for the Canyon Centre CDA, including the action items that will be considered by the board at its 18 December 2018 meeting).*

2.3 **Approval of November 27, 2018 Minutes**

*(The agency's board will approve the minutes of their November 27, 2018 meeting through the following process. The recorder will prepare the minutes and email them to each member. The members will have five days to review the minutes and provide any changes to the recorder. If, after five days there are no changes, the minutes will stand approved. If there are changes within those five days, then the process will be followed again until the changes are made, and the members agree, at which time the minutes shall be deemed approved by the board.)*

3.0 **ADJOURN CDRA MEETING**



## 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, November 27, 2018**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

- 7:00 p.m.**
- 1.0 **WELCOME/PLEDGE**
  - 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 **STANDING MONTHLY REPORTS**
    - 3.1 **Monthly Financial Report – Finance Director Scott Jurges**  
*(Finance Director Scott Jurges will report the city finances for October 2018).*
    - 3.2 **Unified Fire Report – Assistant Chief Mike Watson**  
*(Report by Assistant Chief Watson on medical and fire calls responded by Cottonwood Heights' stations; as well as other UFA informational items).*
  - 4.0 **ACTION ITEMS**
    - 4.1 Consideration of **Resolution 2018-70** Approving Creation of a Department of Records, Culture and Human Resources, Directing Preparation of Related Code Amendments, and Appointing a Director.  
*(By this resolution, the council will approve creation of a new department of the city's administration; direct the city manager to prepare proposed amendments to the city's code of ordinances concerning such new department; and appoint city recorder Paula Melgar as the director of the new department).*
    - 4.2 Consideration of **Resolution 2018-71** Approving Entry into an Employment Agreement with E. Robert Russo (Chief of Police–Fiscal Years 2019-2021).  
*(By this resolution, the council will approve the city's entry into a renewal of the city's agreement with E. Robert Russo concerning his employment as the city's chief of police. Principally, the term of the agreement will be extended to 30 June 2021 from the current expiration date of 30 June 2019).*
    - 4.3 Consideration of **Resolution 2018-72** Approving Entry into and Interlocal Agreement for Storm Water Improvements – Brighton High School Storm Water Retention Pond.  
*(This resolution will approve the city's entry into an interlocal agreement with Canyons School District whereunder the city will be granted an easement near the field on the Brighton High School campus to construct, at its cost, a retention pond to handle storm water drainage from a near-by public road).*

5.0 **CONSENT CALENDAR**

5.1 Approval of the City Council Business Meeting Minutes of June 11, 2018.

6.0 **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, state if they are a resident of Cottonwood Heights and either provide their address or their Council district; and then 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 who are present 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 Wednesday, November 21, 2018 at 5:20 p.m. a copy of the foregoing notices (Work Session, CDRA and Business Meeting) 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 Agendas were also posted on the City's website at [www.ch.utah.gov](http://www.ch.utah.gov) and the Utah Public Notice website at <http://pmn.utah.gov>*

*DATED THIS 21<sup>st</sup> day of November 2018*

*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 the 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](mailto:pmelgar@ch.utah.gov).)*