

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, MARCH 7, 2017 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 Kelvyn Cullimore, Councilman Scott Bracken, Councilman Mike Peterson, Councilman Mike Shelton, Councilman Tee Tyler

**Staff Present:** City Manager John Park, Community and Economic Development Director Brian Berndt, Finance Director Dean Lundell, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Public Works Director Matt Shipp, Assistant City Manager Bryce Haderlie, City Attorney Shane Topham, City Recorder Paula Melgar, Public Relations Specialist Dan Metcalf

**An Audio Recording of the meeting is available at:**

[http://cottonwoodheights.utah.gov/your\\_government/public\\_meetings/](http://cottonwoodheights.utah.gov/your_government/public_meetings/)

**WORK SESSION**

In the absence of Mayor Cullimore, who arrived late, Mayor Pro Tempore Scott Bracken called the meeting to order.

**1.0 Public Relations Report.**

- 1.1 Public Relations Specialist, Dan Metcalf, reported on the media coverage and City events.
- 1.2 He next reported on the on the housing market and stated that Ivory Homes is selling 8 homes per week in the State of Utah. There was discussion on the increased demand in the housing market.
- 1.3 It was reported that Butler Middle School was sheltered in place the prior week due to a threat. It was noted that the Recreation Center should be locked down when the school is on lock down but they were not notified. Mr. Metcalf recommended that there be better coordination between the school and Recreation Center.
- 1.4 Dr. Seuss week was recently celebrated at Cottonwood Heights schools. Students at Bella Vista had Green Eggs and Ham for breakfast and were treated to special guest visits, including former NFL Wide Receiver, Kevin Curtis, police officers, fire fighters and elected officials.
- 1.5 Mr. Metcalf reported that two armed robbery suspects were arrested after a robbery that occurred at the Game Stop Store.
- 1.6 Newsletter articles are due. Last month's newsletter had a great deal of content and it was difficult to get it all in. This edition will likely to be the same because more information will be added.
- 1.7 Mr. Metcalf indicated that the website is being updated with correct email information. The "Arts Page" will include audition information and event announcements/promotions. The

Mayor's Water Pledge is now on the website. The Utah Division of Natural Resources will also have a pledge to save water later during the summer. There was discussion of policy regarding public announcements from City employees and movie dates.

## **2.0 Legislative Update.**

2.1 City Lobbyist, Brian Allen, and his Assistant, Chantel Nate discussed several bills. Overall, this legislative session has been historically non-controversial.

2.2 a. The Gas Tax Bill is an important bill for the City. If passed it will provide an increase in revenue in one to two years.

2.3 b. It was thought that the On-Line Sales Tax Bill will most likely not pass.

2.4 c. The Short-Term Rental Bill is in the Rules Committee in the Senate and is not prioritized yet, but there is not strong interest in the Senate in passing the bill. The bill in its current form would be good for the City.

2.5 d. Mike Noel SITLA Lands Bill passed the House but it may not pass in the Senate. There was opposition from St. George Mayor, Jon Pike and there may be negative aspects on other cities.

2.6 e. One version of the Homeless Bill died but another version may move forward. The Truth in Taxation Bill died. The Council next discussed other minor bills and the State budget.

## **3.0 Public Works Report.**

3.1 Public Works Director, Matt Shipp, reported on Public Works projects from the past week, including progress on the new public works site on 3000 East and areas of emphasis since the last meeting.

3.2 Snow removal and flooding were discussed. The recent snow storm showcased how cost effective the new snow removal crew will be. It was noted that 15,000 sand bags and pallets will be ready to haul. They are several areas including two churches that have been chosen for staging areas. 15,000 bags seemed like a lot but will still not be enough to line the creeks. Most of the sand bags will be best used by residents to protect their homes until the County can be mobilized. Mr. Shipp showed the Council the device Public Works came up with to fill sand bags.

3.3 Mr. Shipp updated the Council on the Public Works Yard. The Pre-Construction Meeting was held earlier in the day and they are moving forward with the road. Different entities who have property stored in the Yard have been contacted to move those items and to inform them that the Yard will be very crowded during construction.

3.4 A contract with Jim Childs for the design of the new building is being reviewed, even though funds are not yet available.

3.5 Brad Gilson presented information on the proposed storm drain replacement project along Wasatch Boulevard, which is a top priority. There was discussion regarding the repair of a sink hole and pipe deterioration. A copy of the presentation is attached and incorporated into these minutes by this reference.

#### **4.0 Planning and Economic Development Report.**

##### **4.1 a. Community Development Activity Report.**

4.1.1 Community Development Director, Brian Berndt, discussed a new location for the Even Stevens Restaurant which should be completed by May. He also discussed several pending subdivisions and a small apartment complex that was recently approved by the Planning Commission. There was discussion regarding other projects including the cemetery, the Open Space Plan Map, the Fort Union Plan (public comment starts next week), and the Wasatch Boulevard Study. Mr. Berndt reported upcoming events, including Death by Chocolate and local businesses Boot Camps.

##### **4.2 b. Planning Commission Business Meeting.**

4.2.1 A report was given on the Planning Commission Meeting held March 1, 2017. Several items were considered including Lot Consolidation on Virginia Hills, a new Even Stevens Restaurant, and the park addition. The Planning Commission heard public comment and certain approvals were given. Some of the comments included traffic concerns and landscaping.

##### **4.3 c. CHBA Quarterly Luncheon with the Mayor and City Council.**

4.3.1 The CHGA Luncheon held on March 7, 2017, was a success. They are trying to use the money allotted wisely.

#### **5.0 Public Safety Reports.**

##### **5.1 a. Unified Fire Report.**

5.1.1 Assistant Fire Chief, Mike Watson, introduced the new Battalion Chief who heads Fire Station 14. High Risk fires in other states are a problem. Some firefighters from Utah may be sent in to help. Command Staff Meeting notes were being disseminated to ensure transparency with staff. Chief Watson discussed the Strategic Plan implementation and stated that the Plan will soon be shared with community members to get feedback about their vision and values. Staffing issues, policy changes, and budget/benefits were briefly discussed.

##### **5.2 b. Police Department.**

5.2.1 Police Chief, Robby Russo, reported on noteworthy events of the week, including a theft suspect that was apprehended by the Cottonwood Heights Police Department. He also reported on staffing issues, including training for new officers which will begin over the next few months. There was a brief discussion regarding road rage issues. There was also a request

from a member of the public for recent crime statistics, which the department keeps in the regular course of business.

**6.0 City Manager/Assistant City Manager Report.**

**6.1 a. New City Hall Report.**

6.1.1 City Manager, John Park, provided a progress report on the remaining items to complete on the Punch List for City Hall, including HVAC issues. Heating was reported to be working according to specs, but the specs may have been incorrect. The heating issues should be addressed in a timely fashion rather than wait for cold weather at the end of the year. Concrete issues on the exterior of the building and a vertical crack on the Police Department side were specific issues that need to be corrected. The problems should be addressed as the weather warms up.

**6.2 b. Parking Around the Recreation Center.**

6.2.1 Mr. Park led a discussion regarding parking and signage at and around the Recreation Center. It was noted that some nearby homeowners need “no parking” signs for the front of their homes. Members of the public using the Recreation Center should not park in front of private homes. Notices should go out to the affected parties and signage should be modified or added to certain areas. Staff will seek public comment and an informational meeting will be held, if necessary.

**6.3 c. Review of Staff Communications.**

6.3.1 It was reported that each week staff provides informational reports from each department to allow the City Council a method of keeping up on day-to-day activities of the City. This report is available at [www.ch.utah.gov](http://www.ch.utah.gov). This agenda item is set aside to allow Council Members to ask questions or for staff to advise the Council of any changes that have occurred since the report.

**7.0 Mayor/City Council Reports.**

**7.1 a. Arts Council Meeting – Councilman Shelton.**

7.1.1 Councilman Mike Shelton discussed upcoming events including a strings group and children’s choir. This will be a free event with a suggested donation. The photography show is up and there was a nice reception for photographers the previous Saturday. The event was very well attended.

**7.2 b. Jordan River Commission Meeting – Councilman Tyler.**

7.2.1 Councilman Tee Tyler reported that the last meeting was a field trip. It was based on showing construction companies, engineering firms, and the City and County how to prevent river bank erosion. There was discussion of large home construction projects in Lindon and Eagle Mountain.

7.2.2 The Council discussed the annual carnival dates for Bonneville Days and scheduling the “City of Fun” carnival rides. Some of the planning issues include parking, fireworks, tear down and clean up, and coordination with other cities and events. A decision needed to be made on the inflatables. The City can fund all or a portion of the cost or find a sponsor. The plan will be discussed in the Committee and then brought before the Council. It was suggested that there be an Art Fair with booths to allow for the sale of local arts and crafts. It was noted that the Art Fair may interfere with events the Arts Council already has planned. City float ideas were discussed. This year’s theme is “Vision”.

## **8.0 Calendar of Events.**

8.1 Councilmember Schedules for the following week were as follows:

- a. March 16 – 5:00 p.m. until 7:00 p.m. – Death by Chocolate  
<http://chbusiness.org/news-2/death-by-chocolate>.
- b. March 23 – 5:30 p.m. until 7:30 p.m. – Business Boot Camp: *Why Startup Companies Fail*.
- c. April 5 – 12:00 p.m. until 1:00 p.m. – New Business Luncheon.
- d. April 5-7 – ULCT Meetings in St. George.
- e. April 15 – 10:00 a.m. until 12:00 p.m. – Easter Egg Hunt at Butler Park.
- f. April 20 – 5:30 p.m. until 7:00 p.m. – Business Boot Camp: *Photography for Business*.

8.2 Council Members were reminded of an upcoming visit to the State Crime Lab with Chief Russo.

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

9.1 No Closed Meeting was needed.

## **10.0 ADJOURN**

10.1 **MOTION:** Councilman Tyler moved to adjourn. Councilman Peterson seconded the motion. The motion passed with the unanimous consent of the Council.

10.2 The Business Meeting adjourned at 9:36 p.m.