

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK MEETING
HELD TUESDAY, JULY 26, 2016 AT 6:05 P.M. IN THE COTTONWOOD HEIGHTS CITY
COUNCIL CONFERENCE ROOM LOCATED AT 1265 EAST FORT UNION BLVD., SUITE
250, COTTONWOOD HEIGHTS, UTAH

Members Present: Mayor Kelvyn Cullimore, Councilman Mike Shelton, Councilman Mike Peterson, Councilman Tee Tyler

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

Excused: Councilman Scott Bracken

- 6:00 p.m.**
1. **Review of Business Meeting Agenda**
Mayor Cullimore went through some agenda items and made a correction to the Business Agenda - Fire Chief Watson will make a presentation for the month of June, not April, as stated on the Business Meeting Agenda.

 2. **Public Relations Report**
Public Relations Specialist, Dan Metcalf, provided a report on media coverage of city events. Mr. Metcalf presented news clips on:
 - *Fox13 News at Five* from July 12, 2016 regarding a DUI crash.
 - Good Day Utah, FOX, reported on staying safe on the roads while riding their bikes.
 - KSL 5 News at 6 pm of July 21, 2016 regarding Brush Fires around the Cottonwood/ Holladay area.
 - ABC 4 Utah News 11 am on July 22, 2016 – on Fireworks and fire prevention due to dry vegetation.
 - Fox13 News at Five of July 21, 2016 – Splash Pads in Cottonwood Heights
 - Utah’s CW30 9@9 News of July 22, 2016 – Butlerville Days report.

Mr. Metcalf, reported that the webpage traffic was down from last year but the media traffic for the city’s Twitter and Facebook was up.

Councilman Tee Tyler inquired on how safe the Butlerville Days event was. Chief Russo reported that the event was very safe.

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Council Members and Mayor highlighted some of the events, such as Pickle Ball and Bingo, and how satisfied they were with these well-attended events.

Mr. Metcalf reported that the August Newsletter was sent to the printer and he is now starting to work on the September Newsletter.

3. **Public Works Report**

a. Ongoing Public Works Operations.

Mr. Matt Shipp, Public Works Director, gave the Council an update on current and upcoming public works projects:

- Staff was busy running equipment and materials for Butlerville Days
- Cottonwood Heights won the Days of 47 Award for the float
- Danny Martinez has taken the position of PW Superintendent
- Job applications for the Public Work positions are in and are being scheduled for interviews.

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Assistant City Manager, Mr. Bryce Haderlie, reported on the state purchasing policy and how City could comply with all the State's requirements. City issued a Bid and there were 5 vendors that met requirements. Time of delivery was key, as announced on the RFP, and based on the Bid, specifications and time of delivery, Semi Service was the chosen vendor. This will be brought to Council soon. There are 2 bobtails getting ready in the assembly line and seem to be on schedule.

Mayor Cullimore asked when Creek Road would be done. Mr. Shipp reported that the road should be ready by the end of this or next week. Mr. John Park, City Manager, reported that the County has been working in the same area but wasn't sure on what.

b. Update on Transitioning Public Works

Mr. Matt Shipp, Public Works Director, updated the Council on the progress of new Public Works Department. Mr. Shipp reported that everything is still on schedule, including the Salt Shed.

Mayor Cullimore asked when Mr. Shipp would give a full presentation on the Public Works project. Mr. Shipp stated that he would provide a full presentation during the third week of August, during a Business Meeting.

Mr. Shipp reported that all goals are being met, as set.

Councilman Bracken asked about the use of sweepers. Mr. Shipp reported that those have not been used but that he will follow-up on it.

Mayor Cullimore asked about the actual work on the new Public Works property. Mr. Park reported that he is working on that part.

4. **Planning and Economic Development Report**

Mr. Glen Goins, Community and Economic Development Senior Planner, reported on the July 20th, 2016 Planning Commission Business Meeting.

Mr. Goins explained that the discussion was mostly on the signage of the 24 hour Veterinarian Clinic. Dr. Campbell, the applicant was not present but the Planning Commission did allow for signage with restrictions on size and setback.

Mayor Cullimore would like Dr. Campbell to come in and meet with City regarding the City sign and how he would like to proceed with that. Mr. Goins stated that his department is trying to reach out to Dr. Campbell to have a meeting.

Mayor Cullimore and Councilman Bracken would like to revisit lit signs.

Mr. Goins also reported on the new dental building, where the Planning Commission passed but stipulated that no mechanical should be on the roof.

The last issue brought for consideration was the coffee store which passed with no conditions. All changes to the coffee store are internal.

Councilman Peterson asked about the definitions brought up by Commissioner Orr. Mr. Goins explained that the Planning and Economic Development Department has been providing redlined versions on the changes to definitions to Commissioners. Councilman Peterson asked Mr. Goins to please explain to Commissioner Orr what has been changed and continue providing full disclosure.

Mayor Cullimore explained that he would also like to see the redlined document and have the changes explained and what is being proposed. Mr. Goins has been working with City Attorney, Mr. Shane Topham, on strikeouts and additions to be clearer.

Councilman Peterson reported Cornerstone started construction on the second building and second parking lot, someone called him and reported

that several mature trees were taken out around the parking lot. Mr. Goins stated that he and his department would follow-up on it.

City Council takes a brake at 7:03 pm to move to the City Council Business Meeting scheduled to start at 7:00 p.m.

City Council resumes Work Session at 8:17 p.m.

5. **Public Safety Reports**

a. Unified Fire Authority

Assistant Fire Chief Mike Watson, reported on events of the week.

UFA has been working on organizational changes and Assistant Chiefs are very excited about changes. A new meeting will be held tomorrow and after, they hope to present plans to the Board.

Chief Jensen has been involved in all meetings and everyone is excited about the increasing communication.

Mayor Cullimore restated that these are some major structural changes that hopefully are affecting morale in a positive way.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week.

Chief Russo reported a rush of burglaries around the valley. Police does have some leads and hope to apprehend suspects soon.

1. Update on Narcan Program

The city implemented a Narcan program several months ago allowing officers to administer the Narcan in overdose situations. Chief Russo provided update on issues experienced around the valley by Police agencies and facing legislation. One of the issues discussed was the right of an officer to run a license plate on a vehicle for insurance. Another issue was the running of DNA on deceased or rape victims and entered into a database, without permission.

2. Policy – Releasing Body Cam video

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Chief Russo reported that the Valley Police Association is considering implementing a broad policy on allowing release of body cam video and working with the DA to resolve concerns about fair trial issues associated with that policy.

DA does not want videos released because it can affect cases but Chief feels that the Police Department needs to be responsive to constituents and be transparent. Valley Police Association is working on some common language.

Airbnbs' are emerging in the city more frequently. Mayor Cullimore suggested that this should be handled by complaint and city should wait until Legislature acts. Police is getting calls of suspicious individuals around cars or neighborhoods. Police will respond but all it is are individuals looking for Pokémon.

City Manager, Mr. John Park, informed council that Mr. Mike Dolan is assigned to work with Police as a code enforcement officer, as of next week. Mr. Dolan will drive the snow plow during the winter snow days.

6. **City Manager/Assistant City Manager Report**

a. New City Hall Construction Report

City Manager, Mr. John Park, will provide the Council with a report on the progress of the new City Hall and updated the Council on the City Council Conference room and the proposed clock tower.

Mr. Park spoke on the structured soil that will be used on the tree boxes.

Mr. Park explains some of the issues and possible solutions being considered with the cement floor and some moisture retention. The cement seems to be curing lower than it should. This condition is only present on the break rooms, server room and locker room.

Concrete on plaza is scheduled to go in the next week or two. The parking lot asphalt is behind schedule, partly because it is usually the last thing they do.

Councilman Tee Tyler asked if the construction is now within the last 40 days. Mr. Park replied that substantial completion is scheduled for September 10th. Move-in should be scheduled for September 7th or 8th.

Mr. Park explained that his biggest concern is with the IT Department, since most all of the equipment will be new.

Mr. Park announced that tickets for the Play are being given away to those who sponsored the Butlerville Days. The city is trying to reach out to business and those who sponsored the events.

Councilman Bracken suggested giving tickets to volunteers too. Mr. Park took the suggestion and said he would put email together and try to reach out to commission chairs volunteers.

Mayor Cullimore explained that this is an excellent way to show appreciation with no cost to the city. And, it is also great for the cast to perform in front of a bigger audience, than a smaller audience.

Mayor Cullimore asked about if the contingency has been used. Mr. Park reported that it has not but there have been some extra expense on the softer interview room in the Police Department.

Conference room table has been ordered and will be delivered by September 13th. The current chairs in the Council Conference room and Council room will be used at the new City Hall.

Mr. Park will display the historic committee have displays on the walls of the new City Hall. And have a local artist show art for a few months and then let's settle on what to do for art.

Events for the open house are being planned by Brian Allen, Ann and Marie. A meeting has been held and the group seems to like where plans are headed. Mr. Park added that he changed the time from 4:00 p.m. to 7:30 p.m., to starting at 1:00 p.m., have a ribbon cutting at 4:30 p.m. and leave the building open until 7:00 p.m. Mr. Park is reaching out to everyone in the area.

Mayor Cullimore asked that all the diverse ecclesiastic leaders in the area be invited.

b. 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 if any changes have occurred since the report was made.)

7. Mayor/City Council Reports

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a. Central Wasatch Commission Meeting – Mayor Cullimore

Mayor Cullimore is one of four Commissioners on the new Central Wasatch Commission which is the successor organization to the Mountain Accord.

Mayor Cullimore reported on the recent meeting to get the Central Wasatch Commission organized. It is not formed yet, but the Mayor expects it to be formed by the end of September. Right now, because it is not a formal organization it does not require posting of meetings, minutes and so on. As of right now there are only four members: Mayor Cullimore, Mayor McAdams, Mayor Biskupski, and Mr. Dolan.

Bill Simons, Washington DC lobbyist, updated the group on the new Central Wasatch National Conservation and Recreation Area Act, the bill Congressman Chaffetz is running; that there is a change that the bill can have a hearing in September and that there is a chance for passage. But, Chaffetz is saying, according to Mr. Simons, that he is not moving the bill until the transportation plan for the Canyons. Mr. Chaffetz wants something that commission is committed to, including how to connect.

Mayor Cullimore explained that some things that have been discussed are the creation of a tunnel, bus usage and parking.

Mayor Cullimore explained that there are two agreements that need to be signed and will be brought by the 2nd or 4th Tuesday of August to be ratified; one is the Interlocal agreement that is organizing the Central Wasatch Commission. Also, the Transition Agreement that recognizes that they were making contributions and committed to making contributions to Mountain Accord and are agreeing that any money they have can be transferred to the new Central Wasatch Commission and they will renew commitment to Central Wasatch Commission that they were going to do to Mountain Accord.

Mayor Cullimore expressed his thanks to Mr. Wm. Shane Topham, City Attorney, from the whole commission in re-drafting the whole Interlocal agreement, making it very clear and very understandable.

Mayor Cullimore explained that the next big step is to have the ILA and other documents ready for the various groups to approve in the month of August and then, by the end of September the Commission would be actually formed. Meanwhile, continue to work on the transportation issues which are paramount on having the legislation passed, and really the main reason why the Mountain Accord was formed in the first place.

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Mayor Cullimore explained that there are people feeling disfranchised by the direction this is taking but only elected officials are allowed to make these decisions but, elected officials are the only ones who are accountable to the public.

Mayor Cullimore announced the on Work Meeting of August 16th, there will be a presentation by Mr. David Robinson, candidate for Salt Lake County. Mayor Cullimore explained that the Council accommodates any candidate that approaches them to come and meet with Council.

Councilman Tee Tyler reminded everyone that there will be no meeting on August 30th. Mr. Park confirmed and asked if Council wanted to meet on Election Day. Council agreed, for now, not to meet on Election Day.

8. **Calendar of Events**

Councilmember Schedules for the next week/2016 Calendar

- a. July 29, 30 & August 1, 4- 6 – Annual City Play “Seven Brides for Seven Brothers”
- b. August 12 – Movie in the Park at Bywater Park
- c. Aug. 13-Sept.12 – Dumpsters from WFWRD will be delivered to neighborhoods
- d. August 17 – VIP Tour of New Butler Elementary; 6:30 p.m.
- e. August 18 – Ribbon Cutting at Butler Elementary; 5:30 p.m.
- f. August 20-31 – “Bites in the Heights” Tasting Tour
- g. August 24 – Start of School
- h. September 10 – Big Cottonwood Canyon Marathon
- i. September 14-16 – ULCT Fall Conference
- j. September 29 – City Hall Grand Opening & Ribbon Cutting – 4:00p.m.
- k. October 13th – Youth City Council 6 pm – 8 pm.

Motion to Close Meeting by Councilman Tee Tyler
Seconded by Councilman Mike Peterson
All “Aye”

Council goes into Close meeting at 9:20 p.m.

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

At 10:32 p.m. Councilman Tee Tyler makes a Motion to close the Closed Meeting, return to the Work Meeting and adjourn the Work Meeting.

Seconded by Councilman Mike Peterson.

All “Aye”

10. **ADJOURN AT 10:32 p.m.**