

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK MEETING
HELD TUESDAY, AUGUST 16, 2016 AT 6:03 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, and 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 Works Superintendent Danny Martinez, Public Relations Specialist Dan Metcalf, Police Chief Robby Russo, Assistant Fire Chief Mike Watson

Excused: Councilman Scott Bracken

6:00 p.m. 1. A presentation by Mr. David Robinson, candidate for Salt Lake County Mayor.

Mr. David Robinson came to dialog with the Council about current perception of County – City relationships and needs.

Mr. Robinson is running for Salt Lake County Mayor, per Republican Party request, although he has been registered as unaffiliated or independent for most of his life, but very strong fiscal conservative.

Mr. Robinson introduced himself and explained his experience with land use issues and resolving conflicts between private and public entities. Mr. Robinson also spoke of municipal water issues that he feels that legislature needs to be drafted to support municipalities.

Mayor Cullimore asked what was behind his motivation to run for County Mayor. Mr. Robinson explained that the Salt Lake County race is motivating because he feels that Mayor McAdams is a bit of “a child” of Ralph Becker. Reported concern with water usage, downtown development decisions, Salt Lake City Public Utilities profit that residents pay for, and the dishonesty issues involving the Mountain Accord.

Mayor Cullimore asked Mr. Robinson what he would do to improve relationships between County and Municipalities. Mr. Robinson believes in giving municipalities’ power to do what they need to do and reduce the County budget. Put Mountain Accord on hold and address Fire Mitigation, which was not addressed through Mountain Accord.

6:15 p.m. 2. **A presentation by Mr. Brian Berndt, Economic and Community Development Director, on the Business Development Report**

Mr. Brian Berndt, Economic & Community Development Director, and Ms. Peri Kinder, Business Development & Licensing reported on a recent survey done for their departments. A copy of this presentation is attached and incorporated to these minutes by this reference.

3. **Public Relations Report**

Public Relations Specialist, Dan Metcalf, reported on media coverage and events of the city, such as:

- 08/09/2016 FOX News 7:00 am Two Suspicious Fire
- 08/11/2016 ABC 11:00 am Video of Fire
- 08/11/2016 KSL 5 News at 6:00 pm men's 100 meter Olympics – Reported on Mr. Juan Gutierrez who attended Brighton High School at Cottonwood Heights.

Mr. Metcalf reported that the Newsletter has been proofed but the Teacher Recognition is being left blank, to cover the event tomorrow.

Mr. Metcalf his also working with new project manager for Civic Live, on linking to buy tickets, duplicate numbers and email problem. These issues are targeted to be resolved before the end of the year.

Mr. Metcalf is working on a Media package and adding some data around the building. He also reported that he is preparing the mailers for the marathon and that Murray City is also doing mailers on the marathon, to send to their residents.

4. **Public Works Report**

a. Public Works update.

Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week including plans for projects by UDOT on Wasatch Blvd including improvements at the Wasatch Blvd and North Little Cottonwood Canyon Road intersection.

Mr. Shipp reported that the Wasatch construction is still on scheduled.

Councilman Tyler informed that UDOT will pour a 6” jersey barrier poured at Wasatch Blvd and he felt it might be a good idea to put a city sign on that corner.

Council and staff discussed at some length the options UDOT may be looking at for the Danish Road and Wasatch intersection. According to Mr. Shipp reported that some of the council ideas were communicated to UDOT and they are going back to the drawing board to try and re-work the intersection plan.

b. Update on Transitioning Public Works

Mr. Matt Shipp, Public Works Director, updated the Council on the transition providing public works including plans for the new public works yard on 3000 East.

Highlights on the transition:

- Personnel have been hired and some have started and others will be coming on over the next few weeks
- Presentation to the City Council tonight on the snow plow routes and equipment
- Last week we reported on the trucks and there is no change in that schedule (October 31 for all trucks to be in)
- The steel has been ordered for the building (As per Brad Gilson and the contractor)
- Mobile trailer to site Thursday
- Utilities connection fees have been paid, Contractor is working on the change orders due to the changes in scope of services

c. Snow Plow Program presentation

Mr. Danny Martinez, Public Works Superintendent, presented on the planned Snow Plowing routes and on some of the new experienced Public Works employees. A copy of this presentation is attached and incorporated to these minutes by this reference.

Councilman Tyler, Councilman Peterson and Mayor Cullimore expressed concern and the desire to have a human voice answering public works related phone calls and providing information to residents and informing Danny and Matt of the concerns expressed.

Mayor Cullimore asked what happens if there is a big storm and the more experienced snow plow drivers have completed their maximum allowed hours. Mr. Martinez advised that everyone gets rotated and keep going to keep at least the mains open, if a storm goes on for a long period of time. Mr. Martinez expressed that he feels confident that the plan is a good plan. Mayor Cullimore expressed confidence in Mr. Martinez and his long experience in snow plowing and working the streets.

5. **Planning and Economic Development Report**

a. Review of Zoning Codes

Mr. Brian Berndt, Economic & Community Development Director, reviewed proposed changes to zoning definitions.

Mr. Berndt explained that red lined text represents changes to the code but that green lined text represents that text has been moved but not changed.

City Attorney, Mr. Shane Topham, informed council that he has revised edits several times.

6. **Public Safety Reports**

a. Unified Fire Authority

UFA Interim Chief Mike Watson reported on events of the week:

1. Report on the UFA Board Meeting – Mayor Cullimore/Chief Watson

Mayor Cullimore reported that Assistant Chief Watson is the new UFA Interim Chief. Chief Jensen has been asked to step down.

City Council congratulated Chief Watson and expressed their support of the UFA Board's decision to make Chief Watson the Interim Chief for UFA, stating that "they (UFA Board) could have not picked a better man for the job."

UFA Board is looking at an audit into UFA's expenses and administrative decisions.

b. Police Department

Chief Russo reported on noteworthy events of the week, such as the bank robbery by a couple of kids around the age of 15 years old. The Police Department had a good response and the bank was approached tactically. There have been some resident tips on suspicious activities and a drug arrest was made of some 70ish year olds with a couple bags of marijuana for medicinal purposes.

Chief Russo spoke of the inaccurate data provided by the DA's Office and reported working with the South Salt Lake Police Department Chief, Jack Carruth, on the JRI (Justice Reinvestment Initiative).

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

a. New City Hall Construction Report

City Manager John Park, provided the Council with a progress report on the new City Hall.

Mr. Park informed that a couple came in to the city asking to shoot a cannon during national holidays. Mr. Park will consult with the County on this issue.

Mr. Park walked the Council through photos of the new city hall. Substantial completion should be achieved by this Friday.

b. Proposed Cooperative Agreement with the Utah Division of Forestry, Fire and State Lands

City Manager, Mr. John Park, advised Council that there will be a proposed Cooperative Agreement with the Utah Division of Forestry, Fire and State Lands coming before them.

c. 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.)

Council Members had no question on the *Staff Communication Report*.

d. Policy on Public Use of the New City Hall Facilities

Mr. Bryce Haderlie, Assistant City Manager, lead a discussion about a proposed policy governing the public use of the new city hall facility.

Council Members had some concerns about requiring insurance for events, rental rates and would like a better definition of what is an event and what is a meeting for additional insurance purposes.

City manager John Park gave a brief update on the gravel pit negotiation about addressing residents' concerns with noise and appearance of site. Mr. Park stated that neighborhood meetings will be held and they will look to record and address residents' concerns.

8. **Mayor/City Council Reports**

a. Utah League of Cities and Towns Legislative Policy Committee Meeting – Mayor Cullimore

Mayor Cullimore reported on the recent ULCT Legislative Policy Committee Meeting. This subcommittee reviews legislative issues which affect municipalities.

The Committee discussed Airbnb short term rentals and how factual rentals reports are and how much those can be trusted. The meeting was long but did not lead too much of a direction.

Mayor Cullimore explained that there will be some owner-occupied legislation this year on this.

Mr. Park stated that Airbnb will allow cities to identify sites that will allow cities better enforcement.

Mayor Cullimore also reported that it was discussed that if UFSA raises taxes, a majority of city councils in that district will have to approve.

Mr. Park reported on a bill that would allow for no city regulation over home-occupations.

b. Wasatch Front Regional Council (WFRC) Transportation Coordinating Committee (Trans Com) Meeting – Mayor Cullimore

Mayor Cullimore reported on the recent WFRC Trans Com meeting. Trans Com serves as the policy advisory body to the Regional Council on short range transportation planning and programming.

c. Historic Committee Meeting – Councilman Peterson

Councilman Peterson reported on the recent Historic Committee meeting.

Councilman Peterson stated that they discussed City hall and ribbon cutting.

9. **Calendar of Events**

Councilmember Schedules for the next week/ 2016 Calendar

- a. Aug. 13-Sept. 2 - Area cleanup dumpsters from Wasatch Front Waste and Recycling District will be delivered to neighborhoods
- b. August 17 – Teacher Recognition Luncheon – noon to 1:30; City Hall

- c. August 17 – VIP Tour of New Butler Elementary; 6:30 p.m.
- d. August 18 – Ribbon Cutting at Butler Elementary; 5:30 p.m.
- e. August 20-31 – “Bites in the Heights” Tasting Tour
- f. August 24 – Start of School
- g. August 24 – CHPD Awards Banquet; 6 p.m.
- h. August 30 – No City Council meetings
- i. September 10 – Big Cottonwood Canyon Marathon
- j. September 14-16 – ULCT Fall Conference
- k. Sept. 17 – Bark in the Park Mountview Park from 10 am till 1 pm
- l. September 29 – City Hall Grand Opening & Ribbon Cutting - 4:00 pm
- m. Oct. 12 – City Council/Historic Comm. Mtg; 6:30 pm Union Cemetery
- n. October 13 – Youth City Council Annual Dinner, 6:00 p.m. City Hall
- o. December 6 – City Employees Christmas Party

10. **No Closed Meeting**

Councilman Tee Tyler moved to adjourned
Councilman Mike Peterson Seconded
All “Aye”

11. **ADJOURNED AT 11:13 P.M.**