

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, MAY 2, 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 Shelton, Councilman Mike Peterson, Councilman Tee Tyler

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

Absent: City Recorder Paula Melgar

*An audio recording of this meeting is available at:
[5-2-17 CH CC Work Session.mp3 - 6/23/17 5:30 PM](#)*

1. Public Relations Report

(00:00:08) Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and events of the city. A news report was shown of a hiker's rescue. The hiker was a Cottonwood Heights resident.

2. Finance Department Report

(00:10:36) Mr. Dean Lundell, Finance Director, presented and discussed the proposed, tentative 2017-18 budget for the Capital Improvement Projects. Some of the Capital Improvement projects were discussed.

3. Planning and Economic Development Report

a. Planning Commission meeting of May 3, 2017

(01:51:19) Mr. Brian Berndt, Director of Community and Economic Development, reported on the upcoming Planning Commission meeting.

b. Architectural Review Commission of April 26th.

(01:53:26) Mr. Brian Berndt, Director of Community and Economic Development, reported on the Architectural Review Commission meeting.

c. Supplementary and Qualifying Regulations, Chapter 19.76.

(01:55:16) Mr. Brian Berndt, Director of Community and Economic Development, led a discussion on proposed changes to the zoning code.

(02:02:09) WALK-ON by Mr. Brian Berndt and Mr. John Park: Mr. Park reported on the UVU Civic Innovation Seminar that he attended along with Mr. Berndt. At the seminar a video was presented by Mayor Curtis, Provo City, which was created for elementary schools on the different roles of a Mayor. The videos title is “What is that the Mayor of Provo City do?”

4. Public Works Report

a. Community Assistance Visit.

(01:45:44) Mr. Brad Gilson, City Engineer, reported on a recent Community Assistance Visit conducted by FEMA concerning our effectiveness in our implementation of flood plain management regulations.

(01:47:01) Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week including progress on the new public works site on 3000 East and areas of emphasis efforts since our last meeting.

5. Public Safety Reports

a. Unified Fire Authority

(02:12:19) Assistant Chief Mike Watson reported on noteworthy events of the week.

b. Police Department

1. Report on Citizens Academy Graduation

(02:19:36) Chief Robby Russo reported on the Police Citizen’s Academy graduation held on April 26.

(02:20:12) Chief Russo reported on noteworthy events of the week.

6. City Manager/Assistant City Manager Report

a. City Hall Report

(02:24:22) Mr. John Park, City Manager, provided the Council with a progress report on the remaining items to complete the punch list for City Hall. One of the issues discussed was the heating system of the building.

(02:44:00) WALK-ON by Mr. Park on the City Butlerville Days float.

b. Review of Staff Communications

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 on any changes since the report was made.

7. Mayor/City Council Reports

a. CH2 Meeting – Councilman Bracken

(02:48:11) Councilman Bracken reported on the recent meeting with the Cottonwood Heights Recreation District held on Wed. April 26th.

b. Conference of Mayors – Mayor Cullimore

(02:56:51) Mayor Cullimore reported on the Conference of Mayors meeting held April 27, 2017.

c. Salt Lake County Urban County Mayor’s Meeting - Mayor Cullimore

(03:14:35) Mayor Cullimore reported on his participation in the SLCUCM meeting held April 27, 2017 at which the Mayor’s reviewed and approved the 2017-18 one year HUD Action plan.

8. Calendar of Events

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No Scheduled Council Mtg:** May 30, July 4, Oct 31, Dec 5 & 26
- b. June 1st to 7th - Candidacy filing period – Mayor, Districts 3 & 4
- c. July 21st and 22nd – Butlerville Days
- d. July 27th - 29th, July 31st; also, August 4th and 5th – CH Arts Council Presents “Annie”.
- e. August 15th – Primary Election Day
- f. August 29th – YCC Dinner with Mayor
- g. November 7th – Election Day
- h. December 5th – City Employees Christmas Party

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

(03:21:16) At 9:26 p.m. Councilman Tee Tyler made a motion to move to a Closed Meeting. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

10. ADJOURN

At 9:44 p.m. Councilman Tee Tyler made a motion to close the Closed Meeting, resume the work Session and adjourn. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

The Work Session was adjourned at 9:44 p.m.