

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, APRIL 11, 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, Mayor Pro Tem Scott Bracken, Councilman Mike Peterson, Councilman Mike Shelton, Councilman Tee Tyler

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

Excused: Community and Economic Development Director Brian Berndt

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-173/>
<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-175/>

WORK SESSION

(00:00:003) In the absence of Mayor Cullimore, who was running five minutes late, Mayor Pro Tempore Scott Bracken called the meeting to order.

1. Jordan River Commission - Ms. Laura Hanson (6:00 p.m.)

(00:00:17) Ms. Laura Hanson provided the Council with an update on the 2016 activities of the Jordan River Commission of which we are a part. Councilman Tee Tyler represents Cottonwood Heights on this Commission.

2. Canyon Centre Development – Mr. Jason Burningham with Lewis Young Robertson & Burningham, Inc. (6:19 p.m.)

(00:18:45) Mr. Jason Burningham reviewed the status of the financial model of the Canyon Centre Development in anticipation of this project being finalized in the coming weeks.

3. Review of Business Meeting Agenda (6:17 p.m.)

(00:17:28) Mayor Cullimore read through the Business Meeting Agenda without any remarks.

The City Council broke from the Work Session to start the Business Meeting at 7:03 p.m.

The City Council Work Session resumed at approximately 8:57 p.m.

<http://mixlr.com/chmeetings/showreel/chmeetings-on-mixlr-175/>

4. Public Relations Report

(00:00:00) Public Relations Specialist, Dan Metcalf, reported on media coverage and events of the city:

- Cottonwood Heights' contribution to Naloxone use by law enforcement
- Rain, snow, hail and wind in Cottonwood Heights – lots of broken branches
- County Jail rejected surrender from first degree felony offender
- Missing hiker from Saratoga Springs

(00:14:15) Mr. Metcalf spoke about some events being promoted on the newsletter.

Mayor Cullimore asked that Public Works projects be made a priority to be on the newsletter.

5. Community and Economic Development.

a. Planning Commission meeting of April 5th, 2017.

(00:21:22) Mr. Mike Johnson, Senior Planner, reported on the recent Planning Commission meeting. A copy of the Preliminary Plat on the Ivory development was presented. A copy of the preliminary plat is attached and incorporated to these minutes by this reference.

b. Discussion of Project SUB-17-001 - Watson Hollow Subdivision.

(00:25:48) Mr. Mike Johnson, Senior Planner, and Brad Gilson, City Contract Engineer discussed project SUB-17-001 – Watson Hollow Subdivision.

c. Board of Adjustment meeting of April 13th, 2017

(01:03:43) Mr. Mike Johnson, Senior Planner, reported on the upcoming Board of Adjustment meeting. Upcoming issues include an adjustment to the backyard coverage variant and expansion of a legal noncomplying building.

(01:07:37) **Walk-on by Mr. Michael Johnson:** Sign regulation – temporary signs require a license. Mr. Johnson asked how council would like to proceed.

After some discussion, it was agreed to change the 20 day limit to 60 days and make it being renewable for another 60 days.

(01:17:42) **Walk-on by Mr. Michael Johnson:** City just received *Best of State for Economic Development*.

6. Public Works Report

a. Danish Road Sidewalk

(01:19:07) Mr. Brad Gilson, City Engineer, and staff reported to the City Council recommendations relating to sidewalk access on Danish Road.

b. General Report

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. Mr. Shipp reported on this item during the Business Meeting.

c. Right-of-way Permitting Process

(01:29:14) Mr. Matt Shipp, Public Works Director, initiated a discussion on the permitting process including requirements for public communication plans.

7. Public Safety Reports

a. Unified Fire Authority

(01:56:40) UFA Assistant Chief Mike Watson reported on events of the week.

1. Report on the UFA Finance Committee Meeting – Mayor Cullimore

(01:59:06) Mayor Cullimore provided an overview of the UFA Finance Committee meeting.

b. Police Department

(01:59:42) Chief Robby Russo reported on noteworthy events of the week. The Chief reported on a current BCI Audit with site visit. Chief Russo also asked council to consider hiring a Psychologist who specializes in Law Enforcement issues, including Critical Incidents.

8. City Manager/Assistant City Manager Report

a. City Hall Report

(02:09:50) City Manager, Mr. John Park, provided the Council with a progress report on the remaining items to complete the punch list for City Hall. Crack o sidewalks going down the road, concrete issues on parking lot related to snow plowing.

b. Review of Staff Communications

(Attached and posted on the City's webpage.)

c. Report on City Managers Conference

(02:14:25) City Manager, Mr. John Park, attended an annual conference for city managers and reported on any information learned there applicable to the city.

d. Canyons Education Foundation

(02:17:01) City Manager, Mr. John Park, and City Attorney, Mr. Shane Topham, led a discussion about ways cities can support organizations like the Canyons Education Foundation that have a direct benefit to citizens.

9. **Mayor/City Council Reports**

a. Utah League of Cities and Towns Annual Meetings

(02:21:30) The Council discussed the recent Utah League of Cities and Towns annual meetings.

b. South Salt Lake Valley Mosquito Abatement Meeting - Councilman Tyler

(02:51:20) Councilman Tyler reported on the recent South Salt Lake Valley Mosquito Abatement meeting.

c. Association of Municipal Councils Meeting– Councilman Tyler

(02:53:27) Councilman Tyler reported on the Association of Municipal Councils meeting.

d. Youth City Council – Councilman Bracken

(02:54:03) Councilman Bracken reported on the Youth City Council recent activities.

e. Proposed parking restrictions near Cottonwood Heights Recreation Center – Councilman Peterson and Councilman Bracken

(02:56:25) Councilman Peterson and Councilman Bracken reported on proposed parking restrictions for the area near the Cottonwood Heights Recreation center.

10. **Calendar of Events**

(03:01:34) Councilmember Schedules for the next week / 2017 Calendar:

- a. April 12 – 4:30 p.m.– Danish Road/Wasatch High-T neighborhood meeting
- b. April 14 - 7pm to 9pm - Easter Egg Teen Night at Rec Center
- c. April 15 - 10 a.m. till Noon – Easter Egg Hunt at Butler Park
- d. April 20 - 5:30 p.m. till 7:00 p.m. - Business Boot Camp: Photography for Business
- e. April 22 – 9:30 a.m. to noon - Shakeout Exercise - CH Recreation Center
- f. April 26th at 6 pm – Citizens Academy Graduation
- g. May 4th - 7 p.m. – Once Voice Children’s Choir and Rocky Mountain Strings Concert - Brighton High School, 2220 Bengal Blvd.

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

(03:05:09) Councilman Tee Tyler moved to close meeting at 11:48 p.m. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

At 12:03 a.m., Councilman Tee Tyler moved to close the closed, resume the Work Session and adjourn. Councilman Mike Peterson seconded the motion. The motion passed unanimously.

12. **ADJOURN**

The City Council Work Session adjourned at 12:03 a.m.