

Cottonwood Heights Weekly Staff Report (Sept. 30-Oct. 6, 2018)

City Manager:

City Recorder:

October 16-2018

WORK SESSION

Granite Construction/Donation – Robby Russo and Mark Greenburg/Rick Skinner/ Ty Bradley

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

City Council and Staff Reports

(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 ww.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 of any changes since the report was made.)

6:00 pm Special Reports

a.

Review of Calendars and Upcoming Events

Closed Meeting

October 23-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

REPORTS

6.0 STANDING MONTHLY REPORTS

6.1 Monthly Financial Report – Finance Director Dean Lundell

(Finance Director, Mr. Dean Lundell, will report the city finances for September 2017)

6.2 Unified Fire Report – Assistant Chief Mike Watson

(Report by Assistant Chief Watson on medical and fire calls responded by Cottonwood Heights' stations during the month of September 2017; as well as other informational items from UFA.)

ACTION ITEMS

CONSENT CALENDAR

WORK SESSION

Review of Business Meeting Agenda

Public Relations Report - Dan Metcalf

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aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

6:00 pm Special Reports

a. Review of Business Meeting

Review of Calendars and Upcoming Events

Closed Meeting

October 30-2018 - Gordon Thomas Holiday – No Meeting

5th Tuesday – Gordon Thomas Holiday – No Meeting

Public Relations:

1. Finished posting content from our October newsletter to the website. This process was stunted by an ongoing intermittent outage from CivicLive, our website developer/host. After several very long phone calls and waiting on hold, I requested that the company improve its communication of these kinds of technical problems. They finally did respond later in the week. Their report of the incident goes as follows:

What Happened

A sophisticated DDoS (distributed denial of service) attack impacted server processing capabilities and intermittently reduced the ability to load legitimate site traffic at multiple times over the past several days.

As our team analyzed logs over the last few days, increases in connection attempts that coincide with periods of impact were identified. Upon inspection of the connection attempts, it became clear that they were not highly volumetric, nor were they originating from a large number of unique sources. These characteristics make attacks of this nature difficult to detect by industry-leading attack scrubbing platforms such as the ones we use.

These types of attacks are purposely designed to send traffic at a rate that is just below the threshold at which attack detection will become active. As such, they have been characterized as “low and slow” attacks by carriers. More information on this type of attack can be found [here](#).

What We Are Doing for the Future

In response to these findings, we have tuned session related settings at both the load balancer and firewall layers in order to ensure resources remain available to better handle such attacks. The team remains vigilant and committed to closely monitoring the environment.

West and partner technical teams continue to analyze historical data, work with traffic scrubbing suppliers on improved detection, and develop improved reporting capabilities.

At this time, all CivicLive sites are stable. Thank you again for your patience and understanding through these recent events.

2. Attended the Historic Committee dinner and reception on Oct 2. It was enjoyable and informative.

3. Compiled, wrote and edited several stories for the upcoming November newsletter. Items are due on Tuesday, Oct. 9. Assignments for council and staff are as follows: City Council Article: Mayor Peterson. Public Safety Article: Chief Mike Watson. CHBA/Community Development spotlights: Sherrie Martell/Michael Johnson.

Admin Services & Finance:

1. The Historic Committee held their annual meeting with the City Council on Oct. 2 where they shared the presentation given at the Preservation Utah conference on Thur. Sept. 27th and other histories relating to the Cottonwood community.
2. Staff is working to complete the interlocal agreements for the Canyon Centre project with Salt Lake County.
3. Staff worked collectively to develop and share social media notices on preparing for the potential heavy rains. The public works department offered information of how citizens could get sandbags from the County and asked neighbors to please watch the storm grates and clear debris from them if they became clogged.

Information Technology:

Planning & Economic Development:

Public Meetings & Projects:

- The Planning Commission met on October 3rd:
 - The Commission approved a medical office / clinic use at 1441 E Fort Union Boulevard -- Autism Clinic – Conditional Approval.
 - Granted preliminary approval for a 3-lot subdivision at approximately 1561 E 7200 S -- Treasure Ridge Subdivision – Conditional Approval.
 - Public comment was received on a city-initiated land use map amendment to properties on Fort Union (east of 2700 East).
 - Further discussion of the proposed PDD development at 6784 S 1300 E took place. The Commission has dedicated a two-hour work session at its next meeting (October 17) to comprehensively discuss this project. A final recommendation to the Council is expected soon.
- Staff attended its biweekly EIS project team meeting with UDOT and HDR.
- Representatives from GSBS Architects and VCBO conducting stakeholder interviews for a gravel pit future visioning exercise. Thanks to all those who participated!
- Attendance by planners to Utah APA Conference.
- Continued progress on conversion of city code to online searchable format.

Building Permits:

- 12 Permits Issued (9/28 – 10/4)
 - 1 addition
 - 1 new home
 - 2 over the counter

- 5 remodels
- 1 sign
- 1 solar
- 1 tenant improvement
- 3 Permits Received (9/28 – 10/4)
 - 3 over the counter

Business Licensing Stats:

- Renewing Businesses: 25
- New Businesses: 1
- Closed: 12
- Reactivated: 0
- Short Term Rental Renewals: 7
- Alcohol License Renewals: 2

Business Licensing:

- Completed process of month end reporting.
- Balanced Business License General Ledger – required time with Caselle to work through the process and get everything corrected and balanced.
- Went through the Short Term Rental folders. Completed a few licenses, will follow through with inspections on 14 clients who have paid but not had their inspections completed for the year.
- There is a small file of Short Term Rentals which need to be scanned but they will take time – will have to select where in the file to be scanned (backlogged from prior years).

CHBA Meetings & Events:

- CHBA – Cottonwood Connect Tweeted for Connect next week.
- Boot Camp for October – not scheduled working on it
- Scheduled Boot Camp for November (in process) and an event for Ryan Carver.
- Business Spotlights – businesses contacted and will have their information completed and sent to me by October 8th – received one and awaiting the other two.
- FEMA training in process and continuing to cross train on cash receipting.
- Attended ED 101 – Class #2 Topics: Business Expansion and Retention, Workforce Development, Entrepreneurship and Neighborhood Development Strategies.

Public Works/City Engineer:

UFA:

- UFA’s Finance Committee meeting is Tuesday, October 9 at 1 pm, at UFA headquarters.
- Fire Prevention week s October 7 - 13. UFA will launch a media event on the 10th.
- Our communications director, Nile Easton has been invited to serve on the Board of Kids’ Chance of America. This is a non-profit organization that provides scholarship

funds to children who have a parent that suffered a workplace injury. The Utah chapter is focusing on helping kids who have a parent that sustained a Line of Duty death.

Police:

City Council:

(Tali Bruce)

After Utah league of cities and towns, I attended the Move Utah training. Mike Johnson was on a panel and Andy was there. Also attended Preservation Utah conference where the historic society presented. They were terrific.

Added Documents/Photos:

Canyon Centre Update :