MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING
HELD TUESDAY, NOVEMBER 14, 2017 AT 7:00 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 Mike Peterson, Councilman Scott
Bracken, Councilman Mike Shelton, Councilman Tee Tyler

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

Others: Scout Troop 173

1.0 WELCOME

1.1 Mayor Kelvyn Cullimore called the meeting to order at 7:00 p.m.

1.2 The Pledge of Allegiance was led by Scout Troop 173 members Thatcher Carlson, William
Klingerpearl, and Noah Kurl.

2.0 ACKNOWLEDGEMENTS

2.1 Introduction of the Newest Member of the Cottonwood Heights Police Department,
Officer Michael Fullwood.

2.1.1 Police Chief, Robby Russo, welcomed Officer Michael Fullwood who came from West Jordan
City. He reported that Cottonwood Heights continues to keep their standards high and believes
CHPD has the finest officers in the Valley.

2.1.2 Officer Fullwood reported that he was previously working violent crimes as a detective and it
was the reputation of Cottonwood Heights Police Department that brought him here. He
introduced his wife and children.

2.2 Introduction of Honorary Police Colonels Mike Norseth and Kirk Umphrey.

2.2.1 Chief Russo introduced Honorary Police Colonels Mike Norseth and Kirk Umphrey. He stated
these gentlemen have supported the Police Department. He expressed gratitude for the support
of people of their stature in the community. Chief Russo commented that Mike Norseth played
in the NFL and is involved in many charities. Kirk Umphrey is an understated gentleman who
owns the Jiffy Lube franchises and donates free oil changes to veterans and is very giving and
charitable.
2.2.2 Mr. Umphrey stated he has been in the Jiffy Lube business for many years and holds the
military and Police Department in high regard. He was honored to be selected for this kind of
program and expressed his thanks to the Council.

2.2.3 Mr. Norseth stated he is a partner in Jiffy Lube and is also in the insurance business. He
expressed gratitude for those who serve our country and appreciated the opportunity to give
back.

3.0 CITIZEN COMMENTS

3.1 Eric Kraan wished to address the ADU issue and reviewed the two definitions put out by the
Federal Housing Administration and Fannie Mae. He reported that both include specific
material construction items and recommended the Council consider incorporating these
definitions to qualify for an ADU.

4.0 PUBLIC COMMENT

4.1 Proposed “Planned Development District Zone” Map Change.

4.1.1 Mayor Cullimore reported that the proposed change pertains to an extension of the City’s
Planned Development District Zone.

4.1.2 Community Development Director, Brian Berndt, stated that the Planning Commission
recommended the proposed change to the Planned Development District (PDD) map. A map
of the proposed area was reviewed. He reported that staff was approached by several people
looking at properties in the northwest portion of the City. The proposed change includes the
quadrant south of I-215 east of the on-ramp and north of Fort Union Boulevard. Their
proposal is to include it in the zone map. It will establish a zone where people can make an
application with the PDD zone but does not create any type of entitlement.

4.1.3 Mayor Cullimore opened the public comment.

4.1.4 Jen Fredricksen stated she believed this should have been mentioned in the newsletter
allowing citizens to be informed.

4.1.5 Eric Kraan reported that he walked the residential neighborhood and asked residents if they
were aware of the proposal. He suggested they contact their representative for more
information and expressed concern with communication. He asked if the new Even Stevens
sandwich shop is in a PDD zone.

4.1.6 City Manager, John Park, indicated that Even Stevens is not in a PDD zone and the City does
not currently have a PDD zone. What is proposed would identify areas where a PDD zone
could be established on a parcel that is a minimum of three acres in size.

4.1.7 There were no further comments. The public hearing was closed.
5.0 PUBLIC HEARING

5.1 Annual Operating and Capital Budget Proposed Amendment for the 2017-2018 Fiscal Year.

5.1.1 Finance Director, Dean Lundell, presented the proposed Annual Operating and Capital Budget amendment for the 2017-2018 fiscal year and stated that the first item carries forward unspent funds from the previous years on the six capital projects. He reported that the 3D scanner that is used for crime scene analysis cost just under $70,000. Of the total cost, $25,000 was paid for using grant proceeds.

The next items related to police equipment that was sold. This allowed them to take the proceeds and spend them as needed.

This year, the City purchased a new float that will be used for the next few years.

The Arts Council is allocated a certain amount each year. They also raise funds any amount that is unspent is rolled forward to the next year. This year the excess was $13,307.

Mr. Lundell stated that the next item is from the Big Cottonwood Canyon Marathon donation to the Youth City Council in the amount of $300.

The last item pertained to the current road study, which allowed the City to begin work on a maintenance plan. $50,000 was budgeted so the additional $100,000 will come from fund balance. The expenditure was originally to be funded with the County grant, which did not materialize.

5.1.2 Mayor Cullimore opened the public hearing.

5.1.3 There were no public comments. The public hearing was closed.

6.0 STANDING MONTHLY REPORTS

6.1 Police Report – Police Support Supervisor Candie Terry

6.1.1 Police Support Supervisor, Candie Terry, presented the Police Report for the month of October and stated that Butler Middle School visited their office and donated items for Red Ribbon Week with a promise they are going to be drug free. Calls for service by source were reviewed. There were 360 911 calls, 546 on-view calls, and 857 phone calls. There were 561 Priority 1 calls reported, 384 Priority 2, and 323 Priority 3 calls. The average response time for Priority 1 calls was 4:11, Priority 2 was 6:12, and Priority 3 was 7:31. District 1 issued 233 reports, District 2 had 88, District 3 had 75, and District 4 had 106. Top crime categories included theft, suspicious circumstances, and accidents. There were 119 adult arrests and 14 juvenile arrests. There were 235 traffic citations issued with 12 DUls and 84 warnings. There were 45 property accidents and 12 included injuries. Safety tips for package delivery included having items sent to your office, educating yourself on the latest scams, and setting up informed delivery if a package is being sent to your home.
6.1.2 Chief Russo gave video presentation showing how the body cameras are working.

6.2 **Public Works Report – Public Works Director, Matt Shipp.**

6.2.1 Public Works Director, Matt Shipp, presented the Public Works Report for October 2017 and reviewed the hour breakdown for public works projects. Crews have been patching, street sweeping, and performing regular maintenance throughout the City. The Highland Drive and La Cresta geometry review was to take place this week. Fort Union and Highland Drive were and the LaCresta Highland project were both being prepared for a winter bid. The Highland Drive reconstruction project was complete as was the crack sealing on Fort Union Boulevard. UDOT planned to have the high-T lights up and functioning the Monday after Thanksgiving.

7.0 **ACTION ITEMS**

7.1 **Consideration of Ordinance 282 Amending Code Section 19.82.100 and Code Chart 19.82.03-01 Concerning PFEDS Monument Signs.**

7.1.1 Mayor Cullimore reported that the above Ordinance amends signs in the Public Facilities zone. The ordinance was amended several months ago to accommodate Ridgecrest Elementary but the amendment was not quite adequate. This restates the ordinance to better allow the signs at Ridgecrest.

7.1.2 **MOTION:** Councilman Shelton moved to approve Ordinance 282. The motion was seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye. The motion passed unanimously.

7.2 **Consideration of Ordinance 283 Adopting an Amended Budget for 2017-2018.**

7.2.1 Mayor Cullimore reported that the above Ordinance adopts the amended budget for the 2017-2018 fiscal year as presented by Mr. Lundell.

7.2.2 **MOTION:** Councilman Tyler moved to approve Ordinance 283. The motion was seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye. The motion passed unanimously.

7.3 **Consideration of Resolution 2017-61 Approving A Proposed Fee Increase for the Wasatch Front Waste and Recycling District.**

7.3.1 Mayor Cullimore reported that the above Resolution pertains to the approval of a fee increase for the Wasatch Front Waste and Recycling District.

7.3.2 Councilman Bracken stated this is the Interlocal Agreement that Wasatch Front Waste and Recycling District requires before any fee increase can implemented. He noted that the majority of cities and municipal townships they serve must approve of the increase. They have requested a $2.25 per month increase, which covers a variety of services.
conducted a survey of the 83,000 homes they serve asking for their opinion and they found that 60% supported an increase fees rather than a decrease in services.

7.3.3 MOTION: Councilman Bracken moved to approve Resolution 2017-61. The motion was seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, and Mayor Cullimore-Aye. The motion passed unanimously.

8.0 CONSENT CALENDAR

8.1 Approval of City Council Business Minutes of September 26. Also, Approval of the City Council Work Session Minutes for October 24 and November 7.

8.2 MOTION: Councilman Shelton moved to approve the minutes of the City Council Business Meeting of September 26 and the Work Sessions from October 24 and November 7. The motion was seconded by Councilman Peterson. The motion passed with the unanimous consent of the Council.

9.0 ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION

9.1 MOTION: Councilman Bracken moved to adjourn the Business Meeting. The motion was seconded by Councilman Peterson. The motion passed unanimously.

9.2 The meeting adjourned at 8:01 p.m.
I hereby certify that the foregoing represents a true, accurate and complete record of the Cottonwood Heights City Council Business Meeting held Tuesday, November 14, 2017.

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes approved: December 19, 2017