

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, DECEMBER 3, 2019 AT 5:00 P.M. IN THE COTTONWOOD
HEIGHTS CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL
BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Mike Peterson, Council Member Mike Shelton, Council Member Scott Bracken, Council Member Tali Bruce, Council Member Christine Mikell

Staff Present: City Manager Tim Tingey, Police Chief Robby Russo, Public Works Director Matt Shipp, Community and Economic Development Director Michael Johnson, Records, Culture and Human Resources Director Paula Melgar - City Recorder, Finance and Administrative Services Director S. Scott Jorges, City Attorney Shane Topham, Assistant Fire Chief Mike Watson, Public Relations Specialist Tim Beery

WORK SESSION

Mayor Peterson called the meeting to order at approximately 5:00 p.m. and welcomed those present.

1.0 UFA Data and Report – UFA Assistant Chief Mike Watson and Emergency Management Division Chief Clint Mecham.

UFA Assistant Chief, Mike Watson reviewed the Quarterly Report and describe the new Intterra Data System. He confirmed that the data has been uploaded to the new system and is available for immediate access. Total response time information was reviewed.

Emergency Management Division Chief, Clint Mecham reported that they have been working on the Intterra program for two years and received grant funding through Western Fire Chiefs. Through this program, changes have been made to several processes to create a more accurate report. Procedures for logging in and accessing the system were described. Chief Mecham explained that the performance portion reflects calls and locations. Filters were identified. Five years' worth of data had been uploaded and he previewed the availability of density maps showing response times.

The Wildland Urban Interface was next discussed. The system gives emergency crews a virtual tool of structures within that area. Identifying materials of the structures allow crew members to access the best mode of defense. Mr. Mecham welcomes input from the Council.

2.0 Review of Business Meeting Agenda – Mayor Mike Peterson.

Mayor Peterson reviewed the Business Meeting agenda items.

Community Development Director, Michael Johnson introduced the tandem parking matter and clarifies that tandem parking spaces are allowed but only the space directly adjacent to the road or

driveway count toward the parking requirement. Any space that is not directly adjacent is not counted.

Public Works Director, Matt Shipp reported that the next action item describes the remaining funds used to purchase the Wells Fargo corner of the project and involves reimbursement from the County for that purchase.

3.0 Staff Reports.

a. Review of Butlerville Days Activities – Culture Manager, Ann Eatchel and City Manager, Tim Tingey.

City Manager, Tim Tingey reported that staff has begun started negotiating agreements related to Butlerville Days Activities. He emphasized that settling on dates is imperative.

Culture Manager, Ann Eatchel stated that the direction she received from the Butlerville Days Committee included having a carnival. She pointed out that it must be scheduled on a weekend and not on July 24. She reached out to City of Fun and Browns Amusement. Browns Amusement has availability July 17 and 18 and are willing to provide a contract for those dates for the next three years. City of Fun has availability July 24 and 25 for the upcoming year and July 23 and 24 for the following year. Both come with a flat fee and have comparable contracts. Dates were discussed at length.

Ms. Eatchel next presented a visual presentation of floats from previous years.

Council Member Mikell expressed frustration with the use of microplastics and offered suggestions for eco-friendly construction. She challenged the City to be better and utilize the Sustainability Coordinator in production. Alternative materials and options were discussed

Mayor Peterson appreciated the input and concerns. Ideas would be taken into consideration. He stated that he would challenge the vendor and committee to implement sustainability practices and take into account that discarded materials be reused or recycled.

b. Dog Park Timeline and Process Discussion – City Manager, Tim Tingey.

Mr. Tingey reviewed the Dog Park timeline and stated that additional information will be forthcoming as well as survey results. Direction will also be provided at the Retreat in order to begin the due diligence process.

MOTION: Council Member Bracken moved to adjourn the Work Session to convene the Community Development Renewal Agency (“CDRA”) Meeting. The motion was seconded by Council Member Bruce. The motion passed with the unanimous consent of the Council

The Work Session adjourned at 6:31 p.m. in order to convene the CDRA Meeting.

The City Council resumed the Work Session at 7:40 pm.

Mr. Tingey resumed the Dog Park discussion and stated that expenses involving the park include identifying a location, fencing, and drainage as well as determining if a restroom is to be constructed. Potential locations were identified.

Walk on item:

Mayor Peterson reported that he attended the Central Wasatch Commission (“CWC”) Meeting. In order to move forward and become more impactful, they have created three sub-committees within the commission. The sub-committees include a Legislative Committee, a Short-Term Projects Committee, and a Transportation Committee.

Council Member Bruce stated that she attended a rally to support the Equal Rights Amendment (“ERA”) and was approached by Galynn Benson who asked for her support of a resolution ratifying equal rights for women.

4.0 Review of Calendars and Upcoming Events.

Council Member Schedules for the next week - 2019 Calendar:

- a. December 7 – 4:00 p.m. & 7:00 p.m. – Play: *The Best Christmas Pageant Ever!* – Butler Middle School Auditorium
- b. December 9 – 7:00 p.m. – Play: *The Best Christmas Pageant Ever!* – Butler Middle School Auditorium
- c. December 24 and 25 – City Hall will be closed in observance of Christmas

5.0 ADJOURN CITY COUNCIL WORK SESSION

MOTION: Council Member Bruce moved to adjourn the Work Session. The motion was seconded by Council Member Shelton. The motion passed with the unanimous consent of the Council.

The Work Session adjourned at the conclusion of the Business Meeting at 7:55 p.m.

MINUTES OF THE COTTONWOOD HEIGHTS CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY MEETING HELD TUESDAY, DECEMBER 3, 2019 AT 6:30 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBER LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH

Members Present: Mayor Mike Peterson, Council Member Mike Shelton, Council Member Scott Bracken, Council Member Tali Bruce, Council Member Christine Mikell

Staff Present: Chief Executive Officer Tim Tingey, Police Chief Robby Russo, Public Works Director Matt Shipp, Community and Economic Development Director Michael Johnson, Records, Culture and Human Resources Director Paula Melgar - Secretary, Finance and Administrative Services Director S. Scott Jurges, City Attorney W. Shane Topham, Assistant Fire Chief Mike Watson, Public Relations Specialist Tim Beery, Senior Planner Matt Taylor, City Planner Andrew Hulka, Assistant Police Chief Paul Brenneman

BUSINESS MEETING

1.0 WELCOME

Chairman Peterson called the meeting to order at 6:37 p.m. and welcomed those present.

2.0 Review and Update on the Proposed Gravel Pit Community Reinvestment Area Plan – Chief Executive Officer Tim Tingey.

Chief Executive Officer, Tim Tingey presented the proposed Gravel Pit Community Reinvestment Area Plan. He asked Board for their input, which would be considered when they finalize the draft plan and begin negotiations with the taxing entities on interlocal agreements. Those processes are fairly complex and include an application, following the entity's timeline, and require a number of months to complete negotiations. He reported that the plans were prepared through Lewis Young following State Code requirements along with the previously approved resolution. He emphasized the importance of historic preservation and the fact that it is related to a transit hub. The plan outlines that it is up to the CDRA to negotiate the use of tax increment for a project. It is their right to determine whether they work with a developer or not.

As stated in the plan, the total tax increment financing provided is projected at \$51 million over the life of the area. Sources being considered do not utilize sales tax as part of that contribution. He confirmed that taxing entities will contribute 60% and remains a negotiating tool. \$26 million could be utilized for redevelopment activity in the public interest, there is a housing requirement of 10%, and project administration at 5% over the life of 20 years. As an investor, it is the City's intention to have what they want as a part of the development producing a return on their investment.

Mr. Tingey highlighted the 57 parcels on 68 acres of land focusing on the creation of opportunities for commercial retail, residential businesses. The City reserves the right to approve or reject

proposals from developers if they wish to utilize tax increment financing, which is built into the plan.

Tax collection over a 20-year period is projected to be \$49 million with the CDRA receiving 60% or \$29 million. They want to see reinvestment in the area of underutilized properties as well as a commercial base and opportunities for plazas and destination points.

Board Member Shelton clarified that they are not giving away tax increment but are buying something with the increment that benefits the community.

Mayor Peterson expressed his enthusiasm for the project and stated that it gives the City an opportunity to be creative and support specific areas in terms of future development.

3.0 Review and Update on the Proposed Town Center at 2300 East Fort Union Community Reinvestment Area Plan – Chief Executive Officer Tim Tingey.

Mr. Tingey reviewed the proposed Town Center at 2300 East Fort Union Boulevard. He stated that there is a residential component and they have met with developers interested in the site. He confirmed that the plan will be negotiated separate from the gravel pit. It was his experience that areas like 2300 East make it more difficult to get taxing entities to look at contributions.

Board Member Mikell asked for more information and a better understanding of who and what is being discussed.

Mayor Peterson believed there may be a greater need to use tax increment on 2300 East due to incentivizing what they wish to see as a Council.

4.0 APPROVAL OF MINUTES

The minutes of this meeting will be approved through the following process: The Agency's secretary promptly will circulate a draft copy of the minutes to the Board members, who then will have three business days to provide any proposed corrections to the secretary. The secretary will then circulate a revised draft of the minutes to the Board members. The same review process will continue until such time as no corrections to the draft minutes are received within the three business days review period, whereupon that draft of the minutes will be deemed approved and will become the final minutes of the meeting.

5.0 ADJOURN

MOTION: Board Member Bracken moved to adjourn. The motion was seconded by Board Member Shelton. The motion passed with the unanimous consent of the Board.

The meeting adjourned at 7:01 p.m.

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY, DECEMBER 3, 2019 AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBERS ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH

Present: Mayor Mike Peterson, Council Member Scott Bracken, Council Member Tali Bruce, Council Member Christine W. Mikell, Council Member Mike Shelton

Staff Present: City Manager Tim Tingey, Police Chief Robby Russo, Public Works Director Matt Shipp, Community and Economic Development Director Michael Johnson, Records Culture and Human Resources Director Paula Melgar, Finance and Administrative Services Director S. Scott Jorges, City Attorney W. Shane Topham, Assistant Fire Chief Mike Watson, Public Relations Specialist Tim Beery

1.0 WELCOME/PLEDGE

Mayor Peterson called the meeting to order at 7:02 p.m.

Council Member Bracken led the Pledge of Allegiance.

2.0 ACKNOWLEDGMENTS AND SPECIAL ACTION ITEM

2.1 Acknowledgment of the Service Provided by UFA Assistant Fire Chief, Mike Watson to the City of Cottonwood Heights.

Mayor Peterson acknowledged the work of UFA Assistant Fire Chief, Mike Watson over the past 15 years. Chief Watson exemplified true dedication and commitment throughout that time and treats all fairly and with respect.

2.2 Consideration of Resolution 2019-76 Honoring Unified Fire Assistant Chief, Watson.

Mayor Peterson read the resolution in its entirety, which was made part of the record. The resolution expressed the Council's appreciation and honored Assistant Chief Watson for his years of exemplary service to the City of Cottonwood Heights. He will be greatly missed.

City Manager, Tim Tingey expressed his appreciation to Assistant Chief Watson and thanked him for his contributions to the City.

Mayor Peterson admired Assistant Chief Watson for his professionalism.

City Attorney, Shane Topham also expressed his thanks to Assistant Chief Watson. He reported that he and Assistant Chief Watson joined the City at about the same time in late 2004. Since then,

they have attended many meetings together. Over the years he observed how the Chief handled situations professionally and personally.

Council Member Mikell echoed the previous comments and expressed her appreciation to Assistant Chief Watson.

Council Member Bruce stated that Assistant Chief Watson was a very welcoming, calm, and professional presence for her.

MOTION: Council Member Bracken moved to approve Resolution 2019-76. Council Member Bruce seconded the motion. Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

3.0 CITIZEN COMMENT

There were no citizen comments.

4.0 ACTION ITEMS

4.1 Consideration of Ordinance 334 Amending Code Chapter 19.80 Regarding Tandem Parking.

Community and Economic Development Director, Michael Johnson reported that the above ordinance is a City-initiated amendment to the City's Parking Ordinance. Staff received a recent development application that proposed tandem parking, which is used primarily to maximize space. It does, however, create obvious concerns.

Nothing in the ordinance prohibits the use of tandem parking for the development. Staff felt it was appropriate to amend the ordinance to clarify and define tandem parking. The proposed amendment does not prohibit tandem parking but limits the number of stalls a tandem parking configuration can use to count toward the minimum parking standard. Mr. Johnson noted that the amendment will serve as a broad application to the entire City.

Council Member Shelton asked about parking with single driveway access. His understanding was that as long as the drive approach is moving cars out, they would be permitted. Mr. Johnson stated that what is described is a drive aisle in a parking lot.

MOTION: Council Member Bracken moved to approve Ordinance 334. Council Member Bruce seconded the motion. Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

4.2 Consideration of Resolution 2019-74 Approving an Interlocal Agreement with Salt Lake County for Corridor Preservation Funding.

Mayor Peterson reported that the above resolution includes \$70,000 representing the final funding for Highland Drive and Fort Union Boulevard. Public Works Director, Matt Shipp stated that it was top purchase the last available property there. The City has already purchased the property and this is a reimbursement of that purchase through their agreement with the Corridor Preservation Fund.

MOTION: Council Member Shelton moved to adopt Resolution 2019-74. Council Member Mikell seconded the motion. Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

4.3 Consideration of Resolution 2019-75 Approving an Amended and Restated Interlocal Agreement for the Unified Fire Authority.

Mr. Tingey reported that for the past few months staff has been involved intense review and he has had many meetings with Assistant Chief Watson about it. The Interlocal Agreement was adopted two weeks prior by the Unified Fire Board with a number of changes received from the various communities. The agreement focuses on the services they provide. It is a five-year agreement with an opportunity for review. Some of the items staff was interested in having included representation if the representative from Cottonwood Heights does not attend a meeting. There would be an allowance for an alternate. The agreement also outlines representation relating to voting on financial matters specifically pertaining to budgeting and provides an element of population and budget-based percentages. The City can withdraw, which is a 12-month process.

Mayor Peterson stated that as a member of the UFA Board, they spent many months working on the agreement.

MOTION: Council Member Bruce moved to adopt Resolution 2019-75. Council Member Mikell seconded the motion. Vote on motion: Council Member Shelton-Aye, Council Member Bracken-Aye, Council Member Mikell-Aye, Council Member Bruce-Aye, Mayor Peterson-Aye. The motion passed unanimously.

5.0 CONSENT CALENDAR

There were no Consent Calendar items.

6.0 ADJOURN CITY COUNCIL BUSINESS MEETING.

MOTION: Council Member Shelton moved to adjourn the Business Meeting and reconvene the Work Session. Council Member Bruce seconded the motion. The motion passed with the unanimous consent of the Council.

The City Council Business Meeting adjourned at 7:30 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, December 03, 2019.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: February 4, 2020