

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, JUNE 3, 2025, AT 4:00 PM IN THE COTTONWOOD HEIGHTS CITY
COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD,
COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Mike Weichers, Council Member Shawn Newell, Council Member Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland

Staff Present: City Manager, Jared Gerber; City Attorney, Shane Topham; Police Chief, Robby Russo; Administrative and Fiscal Services Director, Scott Jurges; Records, Culture, and Human Resources Director, Barbara Higgins; City Recorder, Tiffany Janzen; Community and Economic Development Director, Michael Johnson; IT Manager, Matt Ervin; Public Works Director, Matt Shipp; Unified Fire Authority, Riley Pilgrim; Assistant City Engineer, Ben Nelsen

1.0 WELCOME

Mayor Weichers called the meeting to order at 4:00 PM.

2.0 REVIEW OF BUSINESS MEETING AGENDA – Mayor Weichers.

Mayor Weichers reviewed the Meeting Agenda and indicated that the Pledge of Allegiance would be led by Council Member Hyland, followed by the Citizen Comment period. Item 4.1 would be a public hearing on the FY2026 Tentative Budget; Administrative and Fiscal Services Director, Scott Jurges would provide more detail on the item later in the Work Session.

Items 5.1 and 5.2 would be consideration of a General Plan Amendment and Zone Map Amendment of 0.95 acres at 3526 East Fort Union Boulevard. Community and Economic Development Director, Michael Johnson reported that a full Staff Report on the matter was reviewed at the May 20, 2025, City Council Meeting. Council Member Hyland asked for a review of the General Plan Amendment application.

Mr. Johnson reported that the Applicant, Adam Nash had requested a Land Use Map Amendment to change the Land Use designation from Residential Office to Residential Medium Density. Any time rezoning is requested, Staff reviews the underlying Land Use designation to ensure that it is compatible with the zone. If the new zone would be incompatible with the current designation, the applicant is required to request both Land Use Map and Zoning Map Amendments. Residential Medium Density is compatible with the R-2-8 (Residential Multi-Family) Zone requested by the Applicant.

Council Member Hyland asked if the current R-1-8 (Residential Single-Family) Zone is compatible with Residential Office designation. Mr. Johnson confirmed that there are some similar residential uses along major commercial corridors in the City. Residential zoning has been in place in those areas for many years, but the Land Use Map envisions a future change.

Council Member Birrell stated that they will soon review the General Plan, and one thing she finds attractive about form-based code is that developers can be given more leeway on the use if they are able to meet certain other criteria regarding design, setbacks, etc. She asked if the Council could consider a Land Use that indicates a mixed-use development. Mr. Johnson explained that the Land Use designation is generally more broad than the Zone. A property could have a Mixed Use designation indicating that it should have a mix of uses that is appropriate for the area, but they would also need to amend the Mixed-Use Zoning Ordinance to ensure that it will deliver the result the City Council envisions. The current ordinance does not apply perfectly everywhere, which is why the City is pursuing a Form-Based Code.

Council Member Birrell stated that some of her constituents have indicated that they are opposed to allowing a higher density on the subject property due to the effect of similar zoning on Chadbourne Drive, which is all twin homes and has issues with overparking and poor upkeep. She believes the Council needs to ensure they are doing everything they can to preserve the character and quality of Cottonwood Heights' neighborhoods without being locked into current zoning. Mr. Johnson agreed and indicated that it would be a large project, but once the General Plan is updated they likely need to audit the zoning ordinance. The General Plan is the high-level vision of the general direction the City wishes to move in and recommends ways to accomplish those goals.

Council Member Hyland stated that she had an issue with encouraging new residential development along arterial roadways, and she did not understand why they would not want to pursue more mixed-use and retain the Residential Office designation. The Gear Room, Alpha Coffee, and other businesses are in close proximity, and the City wants to bring people down Fort Union Boulevard toward the Town Center.

Mr. Johnson displayed the Zoning Map and noted that all properties in blue were designated Mixed Use until 2019. In 2019, the City Council determined that the character of Fort Union Boulevard changes east of 2700 East and directed Staff to revise the future Land Use vision for that area. Properties that front of Fort Union Boulevard but have neighborhood access were designated Single-Family Residential. Properties with no direct neighborhood access were designated Residential Office, which allows for both residential and low-impact office uses. The Highland Drive frontage road north of Fort Union Boulevard is an example of Residential Office. The subject property was changed from Mixed-Use to Residential Office.

Mr. Nash previously applied to rezone the property to Residential Office to match the General Plan, but the request was denied. He reapplied to change the Land Use to Medium Density and Zone to R-2-8, which was also denied. Mayor Weichers stated that the application was denied due to density. Council Member Newell added that the setbacks were also a factor in the denial.

Mayor Weichers agreed with Council Member Hyland but reminded the Council that the Applicant already has approval to build three single-family homes. The property is currently zoned R-1-8 and the Subdivision Plat is approved. Mr. Johnson confirmed that after his other requests were denied in 2022, the Applicant moved forward with a three-lot Subdivision Plat, which was approved. New curb, gutter, and sidewalk were installed. Council Member Birrell added that the single-family homes would have driveways on Fort Union Boulevard.

Mr. Johnson reported that Mr. Nash provided a Concept Plan but cautioned that the developer could build anything that complies with the zone. A way to exert more control would be to require a project-specific Development Agreement. Mr. Nash has indicated that he intends to purchase the private driveway east of the property, allow the existing townhomes continued access via an easement, upgrade the driveway, and construct a shared rear access lane behind the three twin homes. The conceptual lot configuration is similar to that of the R-1-8 Subdivision Plat, but garages would be at the rear of the lots and the homes would be accessed via one shared driveway rather than individual driveways on Fort Union Boulevard. In response to a question from Council Member Hyland, Mr. Johnson clarified that the twin homes would have Fort Union Boulevard addresses and could not be used as short-term rentals.

Mayor Weichers stated that Cynthia Blair was a vocal opponent of rezoning in 2022. At the last City Council meeting, Ms. Blair stated that if the developer can be held to his promises to increase the western setback and only have one driveway, she and many other neighboring property owners would support rezoning. Mr. Johnson clarified that concerns were previously expressed about the western setback. The minimum side setback for R-2-8 is five feet. Ms. Blair owns the property to the west, which has a very narrow backyard, and was concerned about that potential impact. The Concept Plan includes a 25-foot western setback, and Mr. Nash has stated that he would be willing to enter into a Development Agreement specifying the setback and driveway requirements.

Mr. Johnson reported that if the City Council wanted to move forward with a Development Agreement, Staff recommended that the items be tabled to provide time to draft the agreement.

Council Member Hyland asked if the developer would reconsider rezoning to Residential Office. Mayor Weichers clarified that Mr. Nash's intent was the same with both requests; he planned to build twin homes in either zone. In response to a question from Council Member Birrell, Council Member Hyland stated that she agreed they should require a Development Agreement for twin homes, but she does not believe residential development should be encouraged on arterial roadways. Council Member Birrell stated that transit is only available on Fort Union Boulevard and Highland Drive, which are the City's main arterials. Council Member Birrell and Council Member Hyland agreed that they would prefer to have mixed-use in the area, with commercial below and residential above.

Council Member Newell expressed concern about vacancy rates in mixed-use buildings. Brand-new commercial units in mixed-use developments are vacant all over the Wasatch Front.

Council Member Birrell asked if there was a Land Use designation that would allow developers to choose between densities. Mr. Johnson stated that the City would have to adopt a zoning ordinance that allows for that flexibility. Form-based code attempts to address that issue, but they are not considering implementing it past 2300 East.

Mr. Johnson noted that if the property were rezoned to Residential Office, Mr. Nash could build a subdivision similar to the Concept Plan, a 10,000-square-foot office building, or a mixed-use project, but none of those uses would be guaranteed as they are all allowed in the zone.

Council Member Hyland referred to a project they considered recently that included offices on the ground floor and a home above; the resident would actually own the office space. Council Member Newell stated that it is those types of mixed-use developments that are having trouble filling vacancies. Area residents are okay with the proposed concept moving forward on the subject property. He would like to have a project-specific Development Agreement that solidifies the Concept Plan.

Mayor Weichers stated that the discussion solidified the urgency of working on the General Plan. He noted that the property owner has indicated that the development will have a homeowner's association ("HOA") for common-area maintenance. In response to his question, Mr. Johnson stated that the Development Agreement should include the requirement for common-area maintenance, but he was unsure if they should require an HOA. Mayor Weichers indicated that an HOA could require owner occupancy.

In response to a question from Council Member Hyland, Mr. Johnson confirmed that home businesses are allowed in all residential zones. He reported that the original request to rezone to Residential Office included special conditions to remove most commercial uses due to citizen concerns regarding issues like parking.

Mayor Weichers stated that if a majority of the Council wanted to move forward with a Development Agreement, Items 5.1 and 5.2 should be continued. City Attorney, Shane Topham noted that the items would require separate motions. The Council agreed that a Development agreement should be drafted requiring the 25-foot western setback, one rear driveway with a single entrance for all houses, and a common-area maintenance plan.

Item 5.3 would be consideration of Resolution 2025-39 Approving a Cost Reimbursement Agreement with Metropolitan Water District of Salt Lake and Sandy, which would be discussed in more detail in a Staff Report. Approval of the minutes of the May 20, 2025, City Council Work Session and Business Meeting would be the final Agenda item.

3.0 REPORTS

3.1 South Valley Chamber Update – President and CEO Jay Francis.

Jay Francis, South Valley Chamber of Commerce President and Chief Executive Officer, introduced Managing Director, Jayme Jensen; Director of Member Services and Events, Dana Reid; Director of Business Development, Cory Covington; and Director of Marketing, Braden Morris. The South Valley Chamber of Commerce's mission is to connect, educate, advocate, and grow.

Mr. Francis presented the Chamber's 2024 Year in Review.

- 10 Women in Business Luncheons were held.
- Junior Women in Business awarded 21 scholarships in 2024 and 25 in 2025.
- The Business Institute included the following programs:
 - Business Accelerator: 26 participants in two cohorts

- Everyday Entrepreneur: 23 participants enrolled to learn about starting a business, creating a marketing plan, budgeting, etc.
- South Valley Leadership: 13 graduates learned about topics like healthcare, tourism, government, housing and transportation, sports and entertainment, and economic development.
- South Valley Chamber Business Boot Camp: Nine boot camps were held where over 100 participants learned about social media, tax preparation, marketing, and other topics.
- Four Let's Do Lunch events were hosted with presenters Jim Olson, Lieutenant Governor Henderson, The Salt Lake Bees, and Scott Anderson from Zions Bank.
- Five Meet the Member Events were held and over 70 businesses were pitched.
- 11 Chamber 101 Events were hosted.
- Five Connect After Hours events were held bimonthly. Beginning in August 2025, the events will be held monthly.
- Executive Forums and In The Know events were held on topics like connecting with various governments and The Point project.
- Chamber Ambassadors perform member outreach, attend ribbon cuttings, and coordinate events.
- The Government Affairs and Public Policy Committee tracked over 20 bills on housing, transportation, and economic development. The Committee sent 17 delegates on an advocacy trip to Washington, D.C.
- The Small Business Committee assists with boot camps and small business education. They also came up with the idea for the Small Business of the Year.
- Chamber Golf Tournaments were held at River Oaks, Old Mill, and Glenmoor. The first tournament of 2025 will be held on June 20 at Old Mill.
- Shark Tank awarded \$11,000 to young entrepreneurs for their business startups.
- The Titan Awards honored Sandi Hendry from Minky Couture, James Clarke from Clearlink, and Keith McMullin from Deseret Management Corporation. Brian Epperson of Target River won the Small Business of the Year Award.
- 196 new members joined in 2024, 20 of which were from Cottonwood Heights. Eight additional Cottonwood Heights members had joined in the last two weeks, and approximately 120 City businesses participated in Chamber events.

Mr. Francis expressed his gratitude for their partnership with Cottonwood Heights. Mayor Weichers thanked Mr. Francis for providing value to City businesses.

3.2 Public Works Update on Traffic Calming - Public Works Director Matt Shipp.

Public Works Director, Matt Shipp indicated that Assistant City Engineer, Ben Nelsen would present the Staff Report.

A conceptual traffic calming plan was presented to the City Council in early 2025 for the intersection of Danish Road and Daneborg Drive. That plan was displayed, and Mr. Nelson reported that cones were not installed on Daneborg Drive as they would have prevented school buses from making wide turns at the intersection. Temporary bollards or delineators were installed

on May 22, and immediately after installation, someone removed them. They were then reinstalled and have not been tampered with since that time.

Mr. Nelsen reviewed photographs of the area. Approximately 100 feet from the delineators in each direction, signs were installed notifying drivers of the new traffic pattern. The temporary traffic calming medians were installed in a way that ensures snowplows can navigate the intersection. Two phone calls had been received with positive feedback, and a significant number of phone calls were received in opposition to the project. Residents expressed concerns regarding pedestrian safety as the west side of Danish Road does not have a sidewalk. Other residents commented that they did not believe the traffic calming measures would work.

Council Member Birrell expressed her appreciation for the demonstration project but noted that children who live in the area have to walk through the most dangerous portion of Danish Road to reach the bus stop. It does not have a sidewalk, and it also does not have a shoulder. The temporary measures were designed to ensure that buses and snowplows could get through the intersection, but they needed to consider pedestrian safety. On the majority of Danish Road, the sidewalk is on the west side. There is also a steep hill on Daneborg Drive where cars approaching from the north cannot see ahead. The demonstration brought to light the fact that the traffic calming measures do not protect pedestrians. There is a double yellow line in this area of Danish Road, which drivers take to denote speed. A resident suggested removing the double yellow line, especially in narrow areas. Another resident stated that they previously moved to the center of the road if there were pedestrians in the area with no sidewalk, but the delineators prevented them from doing so. The temporary calming measures make the intersection more dangerous for pedestrians.

Council Member Birrell believes the solution is to lower the speed limit to 15 miles per hour in the one-quarter mile area between the two temporary signs, remove the double yellow line, and add a speed bump at the bottom of the hill.

Mr. Nelsen reported that traffic is slowing to get around the delineators. Once drivers are more familiar with the new traffic pattern, the speed collection system will be deployed in mid-June to determine if the traffic calming measures will have a long-term effect or if people will resume higher speeds once they are comfortable with the change.

Council Member Holton stated that this is a great pilot program for Council Member Birrell's district. People in his district constantly reach out about problem areas, and he has told them that possible solutions are being studied in another part of the City. If the measures are determined to slow traffic, the Council can then discuss whether to fund them in other areas. He expressed his appreciation for the Public Works Department's efforts to find a solution.

Council Member Birrell stated that roadways have different characteristics. Experts are in favor of demonstration projects because they are an inexpensive way to determine if certain measures will be effective.

Mayor Weichers stated that pedestrian safety is a primary concern. If the test area is the only portion of Danish Road that does not have sidewalk on the west side, that could be dangerous. He asked if the project should be halted due to that concern. Mr. Shipp stated that anecdotally, he

believes traffic has slowed because it has no other option. He agreed with Council Member Birrell that pedestrian safety is a concern, but the solution to the problem is to install a sidewalk. They have previously worked on the matter but it would be a costly project. He did not know of a simple solution. The traffic calming measures appeared to be calming traffic, but there were unintended consequences that should be addressed.

Council Member Birrell stated for the record that she had met with an expert from the Wasatch Front Regional Council who commented that the double yellow lines should be removed because they connote fast speeds. To calm the situation immediately, they could remove the double yellow line and install speedbumps to the north and south to slow traffic at the hill and blind curve. Mayor Weichers agreed that those could be possible solutions, but they first needed to determine if the delineators should remain in place while speed data is collected. Mr. Shipp stated that they had already determined that they slow traffic. Having three legs further slowed traffic, but one had to be removed for bus and large truck access.

Mayor Weichers asked if there was a safer area to install the delineators. Mr. Shipp stated that they would need to study the issue. In response to a question, Mr. Shipp stated that he had not heard the position that double yellow lines imply fast speeds. In his experience, they are typically used on narrow, rural roads to prevent passing. Council Member Birrell stated that they could install “do not pass” signs in the narrow sections in addition to lowering the speed limit and installing speed bumps. She reported that a resident told her they saw a pedestrian jump into the trees to avoid a vehicle in the area.

Council Member Newell stated that double yellow lines are a universal message to all drivers that they cannot pass and to be cautious. He believes it takes longer to develop habits, and this test area would be a great opportunity for drivers to begin developing better habits. There were a lot of complaints when the raised crosswalk was installed near Bywater Park, but now residents really like it. Council Member Birrell agreed that paradigm shifts take time but reported that her constituents are not pleased with the location of the crosswalk and it has not satisfied the families on the south side of Nutree Drive whose children do not have an accessible crosswalk to the park. Council Member Newell stated that he knows a lot of people who live in the area, and they have told him that they wanted more but are happy with what they received. Mayor Weichers reminded the Council that they represent a district, but they vote for the entire City.

In response to a question from Council Member Holton, Mr. Shipp stated that the lines would have to be grinded or painted over. Council Member Holton stated that there were likely other priorities. Council Member Hyland stated that she was in favor of speed bumps, but she would not support removing the double yellow lines.

Mayor Weichers stated that one traffic calming measure involves narrowing the road and painting white lines on the outside of the lanes. He asked if that could be done on the hill. The Council Members agreed that that may be a suitable solution.

Mr. Shipp stated that the City has temporary speedbumps, so they could test them in the area. Council Member Newell expressed concern about snowplows. Mayor Weichers stated that the hope would be to create a habit while they are in place, and then remove them before winter.

Council Member Birrell stated that there are speedbumps in other areas, and she did not believe the City’s safety and well-being should be planned around snowplows.

Council Member Holton stated that he would not be able to vote in favor of these measures unless there was a legitimate plan in place and other areas were also prioritized. Council Member Hyland indicated that was a primary reason they wanted a comprehensive safety action plan, but they were unable to include it in the Budget. Mayor Weichers stated that it was removed due to the uncertainty over federal funding. Mr. Shipp reported that the agreement for federal funding was received earlier that day, and he hoped to bring it to the Council the following month.

Mayor Weichers asked if there were any objections to moving forward with painting outside white lines to narrow the drivable area on roads like Greenfield Way. Mr. Shipp stated that they would need to consider limiting the types of roads, possibly to high-traffic collector roads like Danish Road and Greenfield Way.

Council Member Hyland asked Council Member Birrell for her opinion on painting the outside white lines and conducting a speed study on Danish Road. Council Member Birrell stated that everything should be thought of contextually, so they would need to consider the width. She was not in favor of approving white lines without more context. She was also concerned about the signal it would send to pedestrians, as all pedestrian deaths in Cottonwood Heights have occurred in crosswalks. She believes they need to come up with a rating process. Council Member Holton stated that they should take small, cost-effective steps to address the areas. He believes they should start with the painted lines, and that his constituents would be happy with it.

Council Member Birrell expressed appreciation for Mayor Weichers’ question as to whether the delineators on Danish Road should be removed. Mr. Shipp stated that they will be removed immediately.

Mayor Weichers stated that many areas of the City need extra attention, and Staff will continue to work on the issue.

3.3 Town Center RFP – Community and Economic Development Director, Mike Johnson.

Community and Economic Development Director, Michael Johnson reported that the selection committee had completed the request for proposals (“RFP”) review and chosen the development team of Onyx Development and Thrive Development. A preliminary award letter had been issued, and all parties were working to finalize the Letter of Intent (“LOI”) and formal agreement. The principals of both teams were present to introduce themselves.

Ken Melby, principal at Onyx Development stated that they were excited for the opportunity because the best real estate development involves placemaking with an engaged city. He and his team were involved in a similar project with Holladay’s downtown. Mr. Melby has been involved in development work since 2010 and has worked on retail, apartment, and office projects with his team members. They are based on Holladay.

Scott Neff, founding partner of Onyx Development stated that he has been in real estate the industry since 2010. He was raised in Millcreek, and it is great to work on projects close to home. Cottonwood Heights has done a great job of preparing for this exciting project.

Chaz Johnson, founding partner of Thrive Development, has been in the industry since 2003. He is responsible for commercial development and his partner, Steve Broadman handles multi-family residential development. Mr. Broadman was unable to attend but Senior Project Manager, Connor Johnson was present in his place. Connor Johnson stated that he has been in the industry for eight years and is very excited to work on the project.

Mayor Weichers reported that he walked the property with Mr. Melby, and during the process, he felt that Mr. Melby and his team really matched his level of excitement. He sensed their investment in the project from the beginning. Mr. Melby stated that they were there to learn from and engage with the Council and citizens of Cottonwood Heights. It is a collaborative effort.

Mayor Weichers stated that once the LOI is signed, they will begin drafting the Development Agreement. Mr. Topham added that the Council would discuss the LOI in a closed CDRA meeting following the Work Session.

Council Member Newell expressed his appreciation for the collaborative way in which the development team has approached the process. Residents have asked what will happen with current lessees at Hillside Plaza. Mr. Melby stated that they are early in the process, and they have not had that discussion with Staff or the Council. He asked how the Council believed it should be handled. Accommodations could be made for businesses that would like to remain, but there would be a financial cost to the City in doing so. They have relocated businesses in the past. It involves obtaining temporary space and moving the business twice.

Council Member Birrell stated that her constituents want small, locally owned businesses in the Town Center, not big box stores and chain restaurants, but she expressed concern that those small business owners will not be able to afford to lease in the Town Center. She wants the Town Center to anchor the eastern portion of Fort Union Boulevard and create a sense of walkability. She suggested that the development team park at Hillside Plaza and walk the area. Mr. Melby reported that they recently did so, and he has also spent considerable time in Hillside Plaza. He agrees that local anchor tenants are the lifeblood of this type of development. Statistically, businesses with two to three locations are more durable, and he hoped they could collaborate to find local businesses that have one successful location and are looking to expand.

In response to a follow-up question from Council Member Birrell, Mr. Melby stated that his team had not reviewed the 2017 Fort Union Master Plan. Council Member Birrell stated that what she had described was in Cottonwood Heights' adopted Master Plan. She stated that she spoke with the owner of Del Barrio on State Street. He hopes to open a second location but is looking for an existing restaurant space that will require a smaller initial investment. She was happy to hear that the development team shared the Council's goal of placemaking.

Council Member Holton asked how the City Council can support the process and what the development team will need from them. Mr. Melby stated that Cottonwood Heights is the most

engaged city he has ever worked with. He foresees it being an enjoyable collaborative process. There will be points they disagree on, and he hopes they can discuss those matters and meet in the middle when possible because healthy tension makes for a better project. They want to be the best partners for the Council and deliver the best possible product for Cottonwood Heights.

Mr. Melby stated that his primary suggestion may be to target regional tenants. He believes the space can be delivered more cost-effectively than most other areas of Salt Lake County. Mayor Weichers stated that their goal may be to achieve a healthy mix of tenants. Mr. Melby explained that research would need to be conducted, but the site may benefit from a regional draw. His goal is to create a real city center that gives local businesses a place to thrive and provides citizens with a place to spend money in Cottonwood Heights. The Town Center should also pull people from Sandy, Holladay, Murray, and Midvale. To accomplish that, they may want to consider one or two regional draws that are not available in those cities and will give people a reason to drive to Cottonwood Heights. Council Member Holton agreed and noted that he would drive a great distance to shop at Scheels.

Council Member Hyland suggested that they think bigger, because what will thrill residents will also thrill visitors. The Cottonwood Canyons receive more visitors than Zions National Park, and those visitors can add to the tax base and alleviate some of the citizens' tax burden. She wants to talk about things like having a ski bus stop at the Town Center. She wants visitors to want to stop in Cottonwood Heights.

Council Member Birrell agreed with Council Member Hyland but noted that the businesses will need workers, and retail workers cannot afford to live in Cottonwood Heights. She believes it is important to consider how workers from Midvale can easily get to their jobs at the Town Center, as well as how to accommodate everyone who wants to arrive at the Town Center via alternative transportation.

Mayor Weichers thanked the development team for the information and expressed his excitement for the process moving forward.

3.4 FY26 Tentative Budget Discussion - Administrative Services and Finance Director, Scott Jurges.

Administrative Services and Finance Director, Scott Jurges reported that the General Obligation ("GO") Bond would close on June 4 and funds would be received the same day. The final amount issued was approximately \$20 million, plus a reoffering premium of \$290,000. Approximately \$13 million in bond proceeds will go into escrow to pay off the 2023 bond that was utilized to purchase the property. That bond will be paid off prior to the end of the current fiscal year. After fees associated with bond issuance are deducted, the remaining monies will go into the construction fund to cover costs associated with the project.

In response to a question from Council Member Hyland, Mr. Jurges reported that the interest rate is 4.99%. Mayor Weichers explained that 4.99% is the blended rate between the tax-exempt and taxable amounts. Mr. Jurges added that it is structured to pay off the taxable portion with the higher interest rate before the nontaxable portion, which lowers the overall interest rate. The

construction funds will begin earning interest immediately. In response to a question from Mayor Weichers, Mr. Jurges clarified that the interest income must go toward project costs.

Mr. Jurges reviewed changes since the City Council adopted the Tentative Budget on May 6.

- Employee compensation: 2% Cost of Living (“COLA”) and 1% merit increases for civilian employees, with a 3.63% average step for sworn employees that are not at the top of their range. Employees at the top of their range are not eligible for merit increases. That change resulted in a savings of \$75,294 in the General Fund.
- \$2,000 was added to the Brighton Youth Ute Football Scholarship.
- Debt service on the GO bond will be \$1,314,955.
- The certified tax rate and final property tax revenue should be received by June 12.

Mayor Weichers stated that the certified tax rate is expected to decrease due to increased property values. Mr. Jurges reported that the new average home value in Cottonwood Heights is \$819,000, up from \$770,000 in 2024.

Mr. Jurges indicated that he would provide additional information on the Budget during the public hearing.

3.5 Metro Water Reimbursement Letter of Intent Discussion – Senior Engineer Ben Nelsen.

As Mr. Nelsen was unavailable, Mr. Shipp presented the Staff Report. The reimbursement agreement was for work on Fort Union Boulevard, Danish Road, and other locations in the City. The Metropolitan Water District of Salt Lake and Sandy is replacing infrastructure in areas where their work falls within the City’s replacement standards. They are currently replacing approximately three-quarters of the width of Fort Union Boulevard from Wasatch Boulevard to Nutree Drive. The City had not done any work in the area because of the current Metropolitan Water District project, as well as the sewer line project and a planned 24-inch Salt Lake City water line. However, Cottonwood Heights now needs to complete its portion of this project.

The agreement states that the Metropolitan Water District may contract with its contractors to perform work requested by Cottonwood Heights, including the City’s portion of Fort Union Boulevard and some stormwater pipes. This allows the City to take advantage of their contract prices and then reimburse those costs. In response to a question from Mayor Weichers, Mr. Shipp stated that they are still trying to decide which areas of Fort Union Boulevard will have curb and gutter replaced. They will likely install boxes and some curb and gutter to clean up the area down to Nutree Drive. Milling and overlay of the area between 3000 East and Nutree Drive would be considered for the FY2027 Budget.

In response to a question from Mayor Weichers, Mr. Shipp clarified that the reimbursement would be made from the Storm Water Fund and Capital Projects Fund, and payments would begin in October when the road is milled. Costs would carry over between two budgets.

In response to a question from Council Member Birrell, Mr. Shipp stated that the stormwater pipe replacement could be pushed back eight years if necessary. It is already designed. A small portion is within the Metropolitan Water District project area, and they will install stormwater boxes in that area. The large trunk line will not be installed at this time. The City's storm drain project will cost approximately \$1.7 million, and funds are not currently available.

Council Member Hyland stated that she had read and was comfortable with the agreement because it is just a passthrough of their actual costs. Mayor Weichers agreed and noted that financially it is the best-case scenario.

4.0 REVIEW OF CALENDAR AND UPCOMING EVENTS.

- 4.1 **Friday, June 6 from 9:00 AM to 12:00 PM – Free Community Shredding at City Hall.**
- 4.2 **Saturday, June 7 from 9:00 AM to 12:00 PM – Utah Recycling Alliance Event at Hillside Plaza.**
- 4.3 **Wednesday, June 11 from 6:30 PM to 8:00 PM – Suicide Prevention Training at City Hall (Registration Required via City Website – Limited to 30 Participants.)**
- 4.4 **Wednesday, June 18 from 1:30 PM to 2:30 PM – Senior Social at City Hall.**
- 4.5 **Thursday, June 26 at 7:00 PM – District 4 Town Hall Meeting.**
- 4.6 **Saturday, June 28 and Sunday, June 29 – CWH Amateur Radio Club Field Day.**
- 4.7 **Saturday, July 5 at 6:00 PM – Korean Delegation Dinner and Friendship Agreement at City Hall.**
- 4.8 **July 11, 12, 14, 17-19 at 7:30 PM – Sunday Matinees at 2:00 PM. *The Lightning Thief: The Percy Jackson Musical* at Butler Middle School.**
- 4.9 **Thursday, July 24 to Saturday, July 26 – Butlerville Days.**

5.0 POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION, AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL.

There was no closed meeting.

6.0 ADJOURN CITY COUNCIL WORK SESSION.

MOTION: Council Member Holton moved to ADJOURN the City Council Work Session. The motion was seconded by Council Member Newell. The motion passed with the unanimous consent of the Council.

The Work Session adjourned at 6:45 PM.

MINUTES OF THE COTTONWOOD HEIGHTS COMMUNITY DEVELOPMENT AND RENEWAL AGENCY BUSINESS MEETING HELD TUESDAY, JUNE 3, 2025, AT 6:45 PM IN THE COTTONWOOD HEIGHTS CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH.

Members Present: Mayor Mike Weichers, Council Member Shawn Newell, Council Member Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland

Staff Present: City Manager, Jared Gerber; City Attorney, Shane Topham; Police Chief, Robby Russo; Administrative and Fiscal Services Director, Scott Jorges; Records, Culture, and Human Resources Director, Barbara Higgins; City Recorder, Tiffany Janzen; Community and Economic Development Director, Michael Johnson; IT Manager, Matt Ervin; Public Works Director, Matt Shipp; Unified Fire Authority, Riley Pilgrim; Assistant City Engineer, Ben Nelsen

1.0 WELCOME – Chair Mike Weichers.

Chair Weichers called the meeting to order at 6:45 PM.

2.0 POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION, AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL.

MOTION: Board Member Newell moved to ADJOURN the regular CDRA meeting and moved into a closed meeting to discuss the Lease of Real Property. The motion was seconded by Board Member Holton. The motion passed with the unanimous consent of the Board.

The CDRA was in a closed meeting from 6:45 PM to 7:00 PM.

3.0 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, and 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.

4.0 ADJOURN.

MOTION: Board Member Hyland moved to ADJOURN the CDRA Meeting. The motion was seconded by Board Member Holton. The motion passed with the unanimous consent of the Board.

The CDRA Meeting adjourned at 7:00 PM.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING
HELD TUESDAY, JUNE 3, 2025, AT 7:00 PM IN THE COTTONWOOD HEIGHTS CITY
COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD,
COTTONWOOD HEIGHTS, UTAH**

Members Present: Mayor Mike Weichers, Council Member Shawn Newell, Council Member Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland

Staff Present: City Manager, Jared Gerber; City Attorney, Shane Topham; Police Chief, Robby Russo; Finance Director, Scott Jurgens; Records, Culture, and Human Resources Director, Barbara Higgins; City Recorder, Tiffany Janzen; Community and Economic Development Director, Michael Johnson; IT Manager, Matt Ervin; Public Works Director, Matt Shipp; Unified Fire Authority, Riley Pilgrim; Assistant City Engineer, Ben Nelsen

1.0 WELCOME

Mayor Weichers called the meeting to order at 7:00 PM.

2.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Hyland.

3.0 CITIZEN COMMENTS

Maggie Mills reported that Summer Reading is underway at the Whitmore Library. Several hundred people attended the kickoff party. Signups were still open, and participants receive a free book. A puppet show will be held on Friday, June 6 at 11:00 a.m. The petting zoo would be on Thursday, June 12 at 11:00 a.m., and the beginner's crocheting class would be held later that day. Mad Science was scheduled for Friday, June 13 at 11:00 a.m. In response to a question from Mayor Weichers, Ms. Mills reported that the petting zoo would include reptiles, exotic animals, and farm animals.

4.0 PUBLIC HEARINGS

4.1 Tentative Budget for 2025-2026 Fiscal Year - Administrative and Fiscal Services Director, Scott Jurgens.

Administrative and Fiscal Services Director, Scott Jurgens reviewed changes from the Tentative Budget that was reviewed at the May 6 City Council meeting.

- Staff was directed to change employee compensation to retain the 2% cost of living ("COLA") increase and lower the merit increase to 1% for civilian employees, with an

average step of 3.63% for sworn employees. That change resulted in a savings of \$75,294 in the General Fund.

- The Brighton Youth Ute Football Scholarship of \$2,000 was added. Mr. Jurges noted that in previous years, this scholarship was handled through a Budget Adjustment.
- The \$20 million General Obligation Bond had been sold and the funds would be received on June 4. The debt service amount was previously estimated at \$1,325,000, but the actual cost will be \$1,314,955.
- Property tax revenue and the new certified property tax rate will be added once those figures are received on approximately June 10.

Mr. Jurges provided a high-level overview of the FY2026 Budget.

General Fund

- Beginning balance: \$6,500,805
- Revenue: \$27,572,632
- Expenditures: \$24,067,018
- Transfers out: \$6,143,976
- Ending balance: \$3,862,443

Mr. Jurges noted that the ending Fund balance is usually much higher than the budgeted amount due to unanticipated revenues and under-expenditures.

Mayor Weichers asked if the General Fund beginning balance included expected reimbursement from the bond. Mr. Jurges confirmed that the reimbursement is included.

Capital Projects Fund

- The beginning balance is \$1,219,127, primarily the Debt Service Fund balance and CDRA Park Construction Reserve. Approximately \$100,000 in additional park funding is expected in approximately one year.
- Revenue: \$100,000
- Expenditures: \$2,100,000
- Transfers in: \$2,000,000
- Ending Balance: \$1,219,127

Storm Water Fund

- Beginning balance: \$500,000
- Revenue: \$1,602,949
- Expenditures: \$1,802,949
- Transfers in: \$200,000
- Ending balance: \$500,000

Debt Service Fund

- Beginning balance: \$335,020
- Revenue: \$500

- Expenditures: \$3,944,476
- Transfers out: \$3,943,976
- Ending balance: \$335,020

Community Development and Renewal (“CDRA”) Fund

- Beginning balance: \$1,937,179, allocated to:
 - Fort Union project: \$1,226,086
 - Cottonwood Corporate project: 366,234
 - Hillside Plaza project: \$344,859
- Revenue: \$1,350,000, primarily tax Increment from the Canyon Centre project and rental revenue from Hillside Plaza.
- Expenditures: \$1,350,000
- Ending balance: \$1,937,179

In response to a question from Mayor Weichers, Mr. Jurges stated that he had not yet updated sales tax estimates based on the newest sales tax numbers.

Mr. Jurges reported that, with the exception of changes outlined at the beginning of the presentation, the current Tentative Budget was available on the City website.

Council Member Birrell stated that she could only support the increased City Council budget if a policy was put in place dividing those monies between the Council Members and Mayor. She had not yet seen that policy language. Mayor Weichers clarified that City Manager, Jared Gerber, was working on the policy.

Mayor Weichers opened the public hearing. There were no public comments. The public hearing was closed.

5.0 ACTION ITEMS

- 5.1 Consideration of Ordinance 441-A Approving a General Plan Amendment for .95 Acre of Realty at 3526 East Fort Union Blvd. from Residential Office to Residential Medium Density. (This Ordinance will Approve amending the City’s General Plan to change the Land Use Map Designation of the referenced parcel of realty from Residential Office to Residential Medium Density).**
OR
Consideration of Ordinance 441-D Denying a General Plan Amendment for .95 Acre of Realty at 3526 East Fort Union Blvd. from Residential Office to Residential Medium Density. (This Ordinance will Approve Amending the City’s General Plan to change the Land Use Map Designation of the referenced parcel of realty from Residential Office to Residential Medium Density).

Mayor Weichers reported that Items 5.1 and 5.2 were discussed during the Work Session.

Council Member Hyland appreciated the background information provided during the Work Session as she was not on the City Council when the application was originally reviewed and denied. She questioned why the City should support residential development along arterial roads and asked if he had envisioned some commercial element such as a Residential Office or mixed-use or if he had always envisioned residential development.

Mr. Nash stated that the Master Plan calls for the parcels along Fort Union Boulevard to be Medium-Density Residential and Residential Office. They considered developing the property as Residential Office and conducted a study to identify potential tenants. The use would be limited to professional or medical office space, and his company is not knowledgeable in leasing and managing those types of spaces. Their expertise is in single- and multi-family residential. He noted that twin homes are an allowed Conditional Use, and the potential commercial uses do not offer a sufficient return on investment.

Council Member Birrell expressed her appreciation for Mr. Nash's efforts in obtaining approval from surrounding neighbors and asked for confirmation that he was open to entering into a Development Agreement specifying the setbacks from the western property line, rear access, etc. Mr. Nash confirmed that they would enter into the agreement. They have built many projects under Development Agreements, and they work very well to spell out each party's commitments and expectations.

Mayor Weichers agreed with Council Member Birrell. The most successful projects are ones where the development community engages residents and there is give and take on both sides. Resident Cynthia Blair was previously opposed to the development, but she is now in favor of moving forward. He congratulated Mr. Nash for engaging neighboring property owners in the process.

Council Member Birrell asked about the status of the purchase of the private driveway. Mr. Nash reported that the sale was on hold pending the City Council's decision. They intend to remove the existing driveway and replace it with modern infrastructure.

MOTION: Council Member Holton moved to TABLE Ordinance 441-A and Ordinance 441-B to the July 15, 2025, City Council Meeting to allow time for a Development Agreement to be drafted. The motion was seconded by Council Member Birrell. The motion passed unanimously.

- 5.2 **Consideration of Ordinance 442-A Approving the Rezone of .95 Acre of Real Property Located at 3526 East Fort Union Boulevard from R-1-8 (Residential Single Family) to R-2-8 (Residential Multi-Family) and Amending the Zoning Map. (This Ordinance will Approve rezoning the referenced parcel of realty from R-1-8 to R-2-8 and will Amend the Zoning Map accordingly. Approval of this Ordinance will only be appropriate if Ordinance 3 79-A Approving a General Plan Amendment for the subject realty is approved).**
OR

Consideration of Ordinance 442-D Denying the Re-zone of .95 Acre of Real Property Located at 3526 East Fort Union Boulevard from R-1-8 (Residential Single Family) to R-2-8 (Residential Multi-Family). (This Ordinance will Deny rezoning the referenced parcel of realty from R-1-8 to R-2-8).

MOTION: Council Member Holton moved to TABLE Ordinance 442-A and Ordinance 442-B to the July 15, 2025, City Council Meeting to allow time for a Development Agreement to be drafted. The motion was seconded by Council Member Birrell. The motion passed unanimously.

5.3 Consideration of Resolution 2025-39 Approving a Cost Reimbursement Agreement with Metropolitan Water District of Salt Lake & Sandy. (By this Resolution the Council will Approve the City's entry into an Agreement with the Metropolitan Water District of Salt Lake & Sandy whereunder the Water District will perform additional roadway maintenance and improvements work on the City's behalf as part of the District's "Cottonwoods Connection" Waterline Project).

Mayor Weichers reported that Item 5.2 was discussed during the Work Session.

MOTION: Council Member Newell moved to APPROVE Resolution 2025-39 Approving a Cost Reimbursement Agreement with the Metropolitan Water District of Salt Lake & Sandy. The motion was seconded by Council Member Birrell. Vote on motion: Council Member Holton – Yes, Council Member Hyland – Yes, Council Member Newell – Yes, Council Member Birrell – Yes, Mayor Weichers – Yes. The motion passed unanimously.

6.0 CONSENT CALENDAR

6.1 Approval of the Minutes for the City Council Work Session and Business Meetings of May 20, 2025.

Council Member Birrell reported that she had shared redline items with City Recorder, Tiffany Janzen.

MOTION: Council Member Birrell moved to APPROVE the Consent Calendar, as amended. The motion was seconded by Council Member Hyland. The motion passed with the unanimous consent of the Council.

7.0 ADJOURN

MOTION: Council Member Hyland moved to ADJOURN. The motion was seconded by Council Member Newell. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 7:31 PM.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights City Council Work Session and City Council Business Meetings held Tuesday, June 3, 2025.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____