

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, OCTOBER 7, 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 Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland, Council Member Shawn Newell

**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, Jim Spung; IT Manager, Matt Ervin; Public Works Director and City Engineer, Matt Shipp; Unified Fire Authority, Riley Pilgrim

**1.0 WELCOME – Mayor Mike Weichers.**

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

**2.0 REVIEW OF BUSINESS MEETING AGENDA – Mayor Mike Weichers.**

Mayor Weichers reviewed the Meeting Agenda and stated that the Pledge of Allegiance would be led by Council Member Newell, followed by the Citizen Comment Period and the United Fire Authority (“UFA”) Quarterly Report.

There would be one Action Item, Consideration of Resolution 2025-68 Declaring Certain Property Surplus. Police Chief, Robby Russo, reported that the City purchased a truck several years ago that was outfitted as an emergency management vehicle. However, the truck is used infrequently, and repair costs have been excessive. They intend to sell the vehicle and purchase an emergency management trailer. It will have lower maintenance costs, updated equipment, and a restroom.

The final agenda item was approval of the Consent Calendar.

**3.0 STAFF REPORTS**

**3.1 Butlerville Days Report – Culture Manager Ann Eatchel.**

Culture Manager, Ann Eatchel, reported on the 2025 Butlerville Days.

- **Expenses: \$211,000**
  - Event activities: \$130,000
  - Salaries: \$81,000 (all departments, including Police and Public Works)
- **Revenue: \$81,074**
  - Sponsorships: \$22,725

- Vendor fees: \$15,880
- Carnival: \$42,469
- **Net Culture Department expenses: \$48,926**
- **Net including salaries: \$129,926**

In response to a question raised by Mayor Weichers, Ms. Eatchel reported that carnival revenue increases yearly and was approximately \$38,000 in 2024. Council Member Hyland noted that in 2024, the event cost was \$25,000, excluding departmental salaries.

Ms. Eatchel reported that the committee met to discuss cost-cutting measures. One option would be to move the parade from 9:00 AM to 5:00 PM. Instead of starting at 6:00 AM or 7:00 AM, employees could begin work at 2:00 p.m. or 3:00 p.m., which would decrease salary costs by \$25,000 to \$30,000.

The committee also suggested skipping the parade, which would save \$50,000 to \$60,000 in 2026. The City also would not participate in other parades, so it would not need to maintain a float. In response to a question from Council Member Birrell, Ms. Eatchel clarified that floats last for two years and historically cost \$12,000 the first year and \$6,000 the second year, plus a storage fee. Cottonwood Heights usually participates in 10 parades and some cities require three to five City employees to work the float. She noted that there was now only one company making floats, so the float cost would increase in 2026. If the parade was held in 2026 but the City did not have a float, that would save approximately \$12,000, as well as employee salary costs to attend other parades and any cost savings from moving it to the afternoon.

Council Member Hyland received feedback indicating that the parade was held too early. The carnival was not open, so residents had to go home and return at another time. A 5:00 PM start time would alleviate that issue, but it would be very hot in the afternoon. Ms. Eatchel agreed but noted that the cost savings and ability for attendees to also attend the carnival may make it worthwhile.

Council Member Hyland remarked that the drone and fireworks shows cost approximately \$15,000 each. A suggestion was made that the drone show be replaced with a movie in the park. Council Member Birrell stated that the drone show was approved at \$6,000. Council Member Holton stated that that was a special price because staff introduced them to other cities and sponsorship also covered a portion of the cost.

Ms. Eatchel reported that the Butlerville Days Committee did not want to take away from what they had built. They are very diligent in ensuring that the event does not exceed its budget. This year, the committee considered the costs and benefits of the rock wall versus face painting. They decided on the rock wall because they determined that more people would use it. The committee would prefer to cancel the parade and float. Some people will complain if the drone show is canceled and others will complain if the fireworks are removed.

Council Member Birrell believes it should be one or the other, not both. Her constituents are more interested in the drone show and she was also in favor of canceling the fireworks. Ms. Eatchel

clarified that the committee agreed that if one is removed, it should be the drone show. Council Member Birrell suggested that a FlashVote poll be conducted to determine which residents would prefer.

Ms. Eatchel stated that most committee members have served for a long time, and she valued their opinions. They supported canceling the parade for one to two years. If it continues, they support moving it to the afternoon. They also proposed that the event be moved forward by one week to July 16, 17, and 18. That was not possible in previous years because the musical was held on that weekend, but the Cottonwood Heights Arts Council decided to hold an arts festival in June rather than a July musical.

Benefits of moving the event include:

- Employee impact: Employees would be able to take the July 24 holiday off, and the City would not have to pay holiday pay in addition to overtime pay.
- The Recreation Center has requested that the event be moved for many years to provide additional time for the grass to recover before Little League.
- The community would no longer be inclined to believe that it is a Pioneer Day event.
- The event has grown in size, partially because there are no other events on July 24. If it were moved to the third week in July, it would coincide with Draper Days and Spanish Fork's Steel Days.

In response to a question raised by Mayor Weichers, Ms. Eatchel confirmed that the carnival company was available on the proposed dates.

Council Member Holton asked how reliant the City is on attendance and ticket sales and if a drop in attendance would affect revenues. Ms. Eatchel stated that if the City's goal was to maximize revenue, the event should be held on the weekend of July 24. Revenues could be affected if the event was moved because people could choose to attend other events, but that was difficult to determine without actually moving the event and seeing the numbers. However, smaller attendance could ease security concerns and require fewer police officers.

Mayor Weichers asked if the committee considered holding a two-day event on Friday and Saturday instead of the traditional three-day event. Ms. Eatchel stated that the City has one year remaining on the three-day contract with the carnival company. Thursday was originally added to Butlerville Days so they could have a family night with a lower entry fee. Because the carnival would need to be set up by Thursday anyway, those expenses would not change, but the family night revenue would be lost.

In response to a question from Council Member Birrell, Ms. Eatchel stated that she would need to speak with the carnival company to determine their actual per-night expenses and revenues. However, the only potential savings to the City would be in employee salaries. City Manager, Jared Gerber, noted that the Thursday event is not as heavily staffed as the other days.

Ms. Eatchel indicated that the Draper Days parade is held at 9:00 AM. If Butlerville Days was moved but the parade time was not changed, she believed the parade would reduce in size by about 50% because some cities would choose to participate in the Draper parade. If Cottonwood Heights has a parade but no float, other cities may simply choose not to come. It was noted that the Spanish Fork event does not really compete with Butlerville Days, and Draper Days does not have a carnival.

Council Member Hyland was in support of moving the event. Mayor Weichers agreed.

Council Member Newell noted that there would be a significant cost savings in canceling the parade. Mayor Weichers stated that it was held at 11:00 AM when he was first elected and residents complained about the heat at that time. If it was moved to 5:00 PM, heat would become an issue again. He agreed that the Council should consider taking one year off from the parade. Council Member Newell stated that if it was not held in 2026, they could then gauge the public's reaction prior to making a decision about the following year. He believed it was hard to justify the expense.

Council Member Newell asked about expenses associated with the parade. Ms. Eatchel stated that the parade expenses include approximately \$20,000 for the float, barricades, etc., as well as \$25,000 to \$35,000 for Police salaries and \$5,000 to \$8,000 for Public Works salaries.

Council Member Newell asked if another event would replace the parade. Ms. Eatchel would need to discuss the matter with the committee, but that would depend on whether the Council preferred that she redirect the parade monies or reduce the budget. One option would be to hold the parade but not have a float, which would reduce the event cost from approximately \$20,000 to \$7,000. She noted that West Valley has a 5K instead of a parade. Council Member Hyland indicated that without the parade expense, they could bring back free face painting and balloons. Council Member Newell stated that he would rather the funds be used to enhance Butlerville Days.

In response to a question from Mayor Weichers, Ms. Eatchel stated that the parade was held at 4:00 PM when she began working with the City in 2011. It was moved to 3:00 PM, then 11:00 AM, then 9:00 AM. There was high attendance for the afternoon parades, but it was very hot.

Council Member Holton wanted to hear from the committee. Many new residents of Cottonwood Heights have told him that they did not feel like part of something until they attended Butlerville Days. It is an impactful event that connects neighbors, and it is important to preserve that. If the committee believed that something else would be a better use of funds than the parade and would support that mission, he would support them.

Council Member Hyland stated that the City Council thought the event cost \$25,000, but it actually cost \$130,000. If they did not want to change the event, they needed to understand the cost structure.

The float was discussed. It was noted that the Council Members could walk in the parade or ride in golf carts, cars, or a trailer. Council Member Birrell stated that other cities not participating

could have an impact, but the City needed to try alternatives to lower the event cost. Mayor Weichers indicated that he did not believe other cities would take offense if Cottonwood Heights took the year off from having a float.

Council Member Hyland asked about modifying the parade route to begin at Butler Elementary. Ms. Eatchel stated that it used to begin there, but it was moved because that route blocks in more homes and fully blocks the Recreation Center. Children and the elderly also had difficulty with the hill in front of the Recreation Center. In response to a question raised by Council Member Birrell, Ms. Eatchel indicated that the parade route would not be long enough if it ended south of the Recreation Center. The committee would discuss routes as well as potential remedies for the heat.

Council Member Holton asked for an estimate on the reduction in entries if the City did not have a float and, therefore, other cities did not participate. He likes the tradition of other cities participating in the parade. Ms. Eatchel stated that more wards with floats may participate on the earlier date. She could also dedicate funds to bringing in more entertainment such as bands and jugglers. There is no charge to participate, and in 2025, they had over 70 entries. They prefer to limit it to one hour, and Cottonwood Heights residents take priority. Council Member Holton appreciated the time limit.

Council Member Birrell appreciated the Brighton High School Mountain Biking team last year. She suggested that the City hold a contest to encourage all schools to enter the parade.

Council Member Holton asked if more sponsors were needed. Ms. Eatchel stated that there is room to grow. People now know about Butlerville Days and she believed it was time to secure additional funding. Council Member Holton indicated that he had ideas about the title sponsorship that would allow them to ask for a higher donation.

Mayor Weichers asked that Ms. Eatchel speak with the committee and return with a recommendation on the drone and fireworks shows. Ms. Eatchel reported that they would meet again in January to begin planning next year's event.

The City Council decided that Butlerville Days would be moved to July 16, 17, and 18, 2026. The parade would be moved to 5:00 PM, and Cottonwood Heights will not have a float in 2026.

### **3.2 General Plan Discussion – Community and Economic Development Director, Jim Spung.**

Community and Economic Development Director, Jim Spung, reported that the General Plan update process began in 2021. Due to the four-year delay, Staff was treating the current version as a first draft. The purpose of the discussion was to ensure that the City Council, Planning Commission, and Staff were in agreement on the vision that is articulated in the General Plan, identify any areas that needed to be modified, and then provide general feedback to the consultants so they could further refine the draft and prepare it for the adoption process.

Mr. Spung encouraged any Council Members who had not done so already to access and comment on the shared document. Council Member Hyland indicated that the commenting process was very easy. Mr. Spung stated that the goal was to capture everyone's comments, and then Staff would identify any conflicts or topics for further discussion at the joint City Council and Planning Commission meeting on October 21, 2025.

The Chapter 1 Community Goals were reviewed. Mr. Spung indicated that the goals were identified through public outreach efforts in summer 2021 that included a survey, an interactive mapping tool, a community idea board, and various committee meetings. In response to a question from Council Member Holton, he indicated that the consultant was asked to forward the raw data from those efforts.

Council Member Birrell stated that COVID and other challenges had occurred since the data was collected, including blight and other problems caused by living affordability issues. In response to a question from Council Member Holton, she stated that the purpose of the General Plan is to identify community needs and what the City needs to do short-term and long-term to address them, and this element was missing from it. It was a matter of public safety. She also believed there should be a greater focus on interlocal cooperation and the challenges related to maintaining infrastructure into the future.

Council Member Hyland agreed with Council Member Birrell and indicated that Planning Commissioner Mike Smith made great comments regarding beautification and blight. She reviewed the 2005 General Plan, which had specific goals about beautification that should be added to the updated document.

Mayor Weichers stated that the current draft was boilerplate, and the General Plan should be unique to Cottonwood Heights. Mr. Spung agreed and noted that he commented to that effect in several sections of the draft document. The General Plan is important because it provides direction to the Community and Economic Development Department for the next 10 to 20 years regarding the types of initiatives that should be started, where their focus should be, and how Staff time and resources should be allocated to implement the City's vision. The language must be specific enough to provide that direction. It does not need to provide a roadmap for achieving the vision, but it does need to ensure that they understand it.

Council Member Hyland met with Ronna Cohen, who indicated that she reviewed general plans from multiple other cities and the language in those plans was all boilerplate. Ms. Cohen had also compiled a 13-page document with comments.

Council Member Hyland believed that the initial sentence of the goal was very weak, especially in comparison to the 2005 General Plan, which reads: "Cottonwood Heights is a community that highly values its history of well-maintained residential communities. The preservation of quality of life is of utmost importance to residents and business owners. Cottonwood Heights views itself as a City where residents, tourists, businesses, and government come together to create an attractive, safe, and well-maintained community where people are proud to live, learn, work, and recreate." Council Member Holton agreed and expressed concern that thorough research was not conducted when the draft document was created. If they had reviewed the previous General Plan,

they would have recognized its specificity and modeled that going forward. Council Member Hyland noted that even the statistics included in the draft were inaccurate.

Mr. Spung stated that each chapter includes specific goals, but Chapter 1 captures the City's vision for the community as a whole. Those collective goals then inform the goals and strategies in subsequent chapters. For example, Goal 1 is *Preserve and Enhance Existing Neighborhoods*. Each chapter should address that specific goal in regard to transportation, economic development, recreation, etc. Council Member Hyland agreed but noted that seven of the eight Community Goals related to land use and there were no goals related to economic development.

Council Member Newell referred to the 2005 statement as read by Council Member Hyland and expressed concern that not all residents are privileged enough to be able to maintain their properties. The population is aging, properties are very expensive, and he did not believe the Council should displace itself from those considerations when making such statements. They needed to be inclusive of all residents and take care when making statements in a General Plan that everyone is a part of and will read. Council Member Hyland stated that she sees the goal as aspirational. In his comments, Commissioner Smith suggested that volunteers be organized to assist those homeowners.

Council Member Newell stated that the City needs to be careful about the language it uses. Mr. Spung agreed and suggested that the Council Members keep the goals in mind when reading each chapter and consider how they can be achieved. Goals included in the plan indicate to Staff that they are important to consider as they introduce initiatives and projects throughout the community, and they need to ensure that there are not several different interpretations of each goal.

Council Member Hyland suggested that the word "buildings" be removed from the first principle under Goal 1. The Old Mill structure is unsafe, and she believed removing the word would allow the Council more flexibility in deciding its fate. Mr. Spung clarified that they did not need to focus on specific wording during the discussion. The intention was to identify things that are missing, such as goals specific to economic development, and ensuring that the language is inclusive.

In response to a question from Mayor Weichers, it was reported that the Old Mill and the old dormitory, the building to the west of Butler Elementary School, were the only two historic buildings that were protected by City ordinance. Other historical assets may be identified and preserved at the City Council's direction.

Council Member Birrell commented that neighborhoods that are more than 50 years old can be designated historic, which would make homeowners eligible for subsidies to maintain their homes. The principles address new development, but she did not see anything that addressed the wide variety of financial situations of Cottonwood Heights residents.

Mr. Spung stated that he believed Goal 1 was a core goal that did not need modification. It directs redevelopment and densification efforts to focus outside of existing neighborhoods. *Goal 2: Enhance Neighborhood Connectivity and Accessibility to Local Amenities* was also a solid goal.

The first principle under Goal 2 was to *Connect neighborhoods with local destinations and amenities, especially for those walking and bicycling*. Planning Staff could interpret that goal to require any residential development near a non-residential area to be connected with a street, which is sometimes not a popular decision. He suggested that the wording be changed to exclude vehicles or indicate that vehicle connections could be explored on a case-by-case basis. Council Member Hyland agreed and noted that if her neighborhood was connected to a major roadway, it would destroy its walkability.

Council Member Birrell addressed the second principle, *Attract a wider range of retail, office and other commercial uses through outreach, education, advertisement and support programs*, which she believed conflicted to expand small commercial nodes. She was in favor of 10-minute walking sheds, but that was not reflected in the City’s land use goals. Council Member Hyland indicated that it was supported in the land use chapter. Council Member Birrell suggested that the term “walking shed” be used. Council Member Hyland stated that the Planning Commission suggested they avoid the use of jargon.

Council Member Holton stated that many residents expressed concerns to him about cut-through traffic. However, he wanted to ensure that anything the City does to enhance alternative transportation does not inhibit vehicle movement. Prioritizing vehicle movement can negatively impact walkers and cyclists and vice versa, and he believed they needed to maintain a balance between all transportation choices. Mr. Spung indicated that it is driven by the location. Different solutions and amenities would be appropriate for a more walkable area like Fort Union Boulevard than the middle of a neighborhood, for example.

*Goal 3: Ensure Community and Lifestyle Choice* was discussed next. Mr. Spung indicated that the goal was intended to be more inclusive. Communities had developed in a homogenous way since World War II, with suburban developments, large apartment complexes, and little in between. This goal reflects the needs of everyone regardless of their socioeconomic status.

Mayor Weichers stated that the goal felt templated. Mr. Spung indicated that it could be reworded to be more specific to Cottonwood Heights. If the City wants to embrace this goal, it would also need to embrace other types of housing, like townhomes.

Council Member Hyland addressed the third principle, *Provide opportunities that encourage residents to stay in place through homeownership assistance and senior housing options*. She indicated that, as written, this would reduce the number of homes available for turnover, which constrains supply and increases prices. The Council had discussed the need for senior housing at the Town Center so that seniors could stay in the city, but she did not believe that residents staying in place was a desired outcome. Council Member Birrell stated that “aging in place” was about staying in the community, not staying in a large home. Council Member Holton stated that the goal should be to provide residents with options. Mr. Spung agreed that the principle did not clearly articulate the City’s goal.

Mayor Weichers was not comfortable with the wording of the primary goal. Mr. Spung indicated that the principles could be used to reword Goal 3. For example, “Provide opportunities for residents to remain in the community during all phases of life.”

Council Member Hyland referred to the second principle of Goal 1: *Ensure new housing is consistent with existing neighborhood character, scale, form and density.* She was concerned that, as written, it indicated that no part of the City would be densified and suggested that “consistent” be replaced with “in harmony.” Mayor Weichers agreed and suggested that the word “strategically” be added to principle 3: *Provide a balanced mix of land uses throughout the City.* Mr. Spung stated that the principles were intended to remove obstacles to those types of development and suggested that “provide” be replaced with “allowing.” The principle would then read, “Allow for a balanced mix of land uses strategically throughout the City.” Staff could modify the language to make it more action-oriented.

Mr. Spung indicated that *Goal 4: Transform Major Corridors* should be reworded and asked for the Council’s direction on the goal. Mayor Weichers stated that the goal should be more specific. Council Member Hyland asked if the goal needed to be included at all because Goal 5 states the City’s intent more clearly. If they kept the goal, it needed to expressly indicate that traffic should be kept out of neighborhoods.

The first principle, *Minimize local traffic congestion and parking demand by developing a robust multimodal transportation system that transforms auto-oriented corridors into multimodal streets,* had received many comments in the review document. Mr. Spung suggested that it be eliminated because the City cannot control what the Utah Department of Transportation (“UDOT”) does. It could also be reworded to indicate that the City aspires to create a more balanced network where people have a choice between taking transit, driving, or cycling.

Council Member Birrell stated that multi-modal transportation reduces traffic on major corridors. Highland Drive, Fort Union Boulevard, State Route 190 and State Route 210 are fast-moving arterial roads unique to Cottonwood Heights, and she believes the Council should be sensitive to the safety and noise concerns of residents who live near those corridors. Council Member Holton stated that the City needs to determine how to move people efficiently on major corridors, no matter which form of transportation they choose.

Mr. Spung noted that the Council Members were speaking about shifting to a more balanced network that provides people with options. Council Member Holton agreed but indicated that Staff also needed a directive not to negatively impact one mode of transportation in favor of another. Mr. Spung stated that the goal could be reworded to capture the Council’s statements as well as the underlying principles of the goal. Goal 4 will be a byproduct of implementing other goals of the General Plan. If the City’s overall vision is achieved, it will be more multimodal and walkable because the other goals speak to that environment.

Council Member Birrell stated that many of the City’s streets are easy to use as cut-throughs. For example, if traffic calming measures were installed on Camino Way, people would not use it as a cut-through because it would lengthen their drive. Council Member Newell stated that speed bumps were installed on a street in his neighborhood but traffic did not slow down. He believed they needed to consider that it is hard to police human behavior and should focus on methods that have been proven to work in the City. Council Member Holton stated that he likes the City’s current approach of testing methods first. He stressed the importance of communicating actions

taken by the City Council to the public and ensuring that monies spent by the City are put to an absolutely good use that will impact an outcome.

Mr. Spung stated that *Goal 5: Create Vibrant, Walkable Activity Centers, Including a Town Center* had largely been achieved or was in process and the goal should be more forward-focused. The Town Center was in process, so the goal should address how the General Plan will enhance the Town Center moving forward.

Regarding *Goal 6: Continue to Build a Great and Complementary Citywide and Wasatch Canyons Recreation Network*, Mr. Spung noted that one of Cottonwood Heights' primary assets is its unparalleled access to recreation. Council Member Hyland stated that the General Plan needed to include the City's visitor economy. Cottonwood Heights is 20 minutes from downtown Salt Lake City, an international airport, and four world-class ski resorts, and only an hour from eight resorts. Mayor Weichers agreed that Goal 6 is clearly stated.

Council Member Birrell expressed concern that principle 3, *Implement parking management strategies to improve access to existing and future parks, recreation facilities, open spaces and trails*, implied that more parking lots were desirable. Mayor Weichers noted that the statement was broad and did not specify parking lots. Mr. Spung stated that he did not know what the goal meant and had requested more clarity on its origin. He agreed that more parking lots were not in the City's best interests and the goal would be better stated by indicating that the City should find ways for people to access recreation other than driving and parking. Council Member Birrell stated that it would be an economic driver for the new Town Center to allow people to park there and take a shuttle to recreation facilities.

*Goal 7: Protect and Enhance the Local and Regional Natural Environment* was focused on sustainability and being a good steward of the area. The list of principles was a result of previous outreach efforts, and Mr. Spung encouraged the Council Members to review them to ensure that they were still in line with their vision for the community's sustainability initiatives.

*Goal 8: Enhance Cottonwood Heights' Place in the Larger Region*, focused on community assets that can be leveraged to enhance the City's place. He agreed with Council Member Hyland that the City could do a much better job of enhancing tourism and recreation. Council Member Hyland asked Mr. Spung to direct Landmark Design to review the 2005 General Plan for specific information. All the principles provided under this goal were boilerplate and needed to be specific to Cottonwood Heights. Council Member Birrell read a statement and indicated that the goal should emphasize collaboration with neighboring municipalities and other entities on infrastructure projects.

Mayor Weichers asked Mr. Spung to discuss the goals for the joint City Council/Planning Commission meeting on October 21, 2025. Mr. Spung stated that they hoped to have everyone's comments on the General Plan prior to the meeting. Staff would review those comments and identify any areas that require further discussion. The goal of the meeting was to reach a resolution on any parts of the plan on which there was disagreement on as well as to discuss specific topics the Council felt were missing from the document, if any.

In response to a question from Council Member Hyland, Mr. Spung reported that the Planning Commission would not meet again prior to the joint meeting. Council Member Hyland noted that the document needed a lot of work. Council Member Birrell stated that the first joint meeting with the Planning Commission provided an opportunity for the Council to obtain deeper insight into what the Commission viewed as the City’s most important priorities. Mayor Weichers asked Mr. Spung to pose the question to Planning Commission Chair Sean Steinman, so the Council could better understand their expectations for the meeting.

Council Member Hyland urged all Council Members to make time to comment on the draft document prior to the joint meeting.

### **3.3 Flash Vote Survey Discussion – City Manager, Jared Gerber.**

Mr. Gerber reviewed the draft questions for the upcoming survey. The first discusses how most property owners currently pay a total amount per \$1,000 in assessed value, and a certain percentage of that goes to Cottonwood Heights for local services like police, street maintenance, parks, etc. The other percentage goes to the school district, state, county, and other entities.

The second question asks, “Prior to reading this, which best describes what you knew about Cottonwood Heights property taxes?” Responses include:

- I thought more than 50% went to the City.
- I knew that the City got less than 50%, but not the actual percentage.

Council Member Holton suggested that the word “parks” be removed from the first question because Cottonwood Heights Parks is included on the tax levy, but that money does not go to the City. Mr. Gerber indicated that it is a grey area because the City does pay them to maintain the service.

Mayor Weichers stated that the second bullet point on question two needed to be reworded.

The second question was, “Right now, do you think the City of Cottonwood Heights has a great need, some need, or no real need for additional funds to provide the level of City services that you as a resident need and want?” Mayor Weichers asked how someone with no knowledge of municipal government would respond to this question. Council Member Holton agreed. Council Member Newell agreed and noted that not everyone knows what services the City provides. Mayor Weichers suggested that the services be listed. They could also ask if the respondent believes the City should provide other services and if they are willing to pay higher taxes for them.

The third question was, “If the City of Cottonwood Heights were to shift spending priorities, which of the following, if any, do you think would be the best use of that money?” The first potential response, “Improve stoplight timing for faster traffic flow,” was discussed. It was indicated that this was a priority of a previous Council and little more could be done in this area. Council Member Birrell suggested that it be removed and the responses be grouped by subject. She also objected to the wording of “Increase City speed limit enforcement”.

Council Member Holton noted that the question on housing affordability specifically asked about funding priorities and expressed concern about asking residents if they wanted the City government to subsidize housing. Council Member Hyland stated that the City could not do that on its \$27 million budget.

Council Member Holton approved of the inclusion of code enforcement but believed the language should be expanded to include property maintenance, off-leash dogs, etc. Council Member Birrell agreed that it should be more specific.

Council Member Birrell asked if she was the only member of the Council who wanted to retain the question about affordability, as she believes many residents want the City to subsidize affordable housing. Council Member Holton stated that everyone agrees on the need for affordable housing. However, the question asked about spending priorities. He disagreed with the premise because the City has too many other issues that take priority and was not in favor of including it. Council Member Newell stated that the City Council needs to do its due diligence with the State Legislature, because that is where those initiatives could be developed. Mr. Spung suggested that resources be allocated to complete a study identifying the impediments to affordable housing and what the City could do to remove them. Council Member Birrell suggested that the question ask about funding an affordable housing implementation study. Council Member Hyland stated that she would like to ask about the comprehensive safety action plan, but both items required too much explanation for the survey. Mayor Weichers suggested that the question ask if the respondent was in favor of supporting, for example, a \$1,000 first-time homebuyer assistance grant.

Council Member Hyland suggested that the survey begin with a list of the services that the City provides so that respondents understand what is within the City's control, because many residents are not aware that Cottonwood Heights does not provide the same municipal services as other cities. She liked the fourth question about how the respondent would prioritize \$100 in spending. Mr. Gerber stated that responses still needed to be formulated for that question.

Council Member Hyland recommended launching the survey in November when property tax bills come out. Mr. Gerber indicated that Staff would further refine the questions and responses and email them to the Council for further review.

### **3.4 Fraud Risk Assessment – Finance Director, Scott Jurges.**

Finance Director, Scott Jurges, reported that the Utah State Auditor's Office requires the City to perform yearly fraud risk assessments. The City does not receive full points because it lacks a formal audit function. However, it is impractical for a city the size of Cottonwood Heights to have a formal function because it does not have enough points of risk to warrant it. Cottonwood Heights typically earns 375 out of a possible 395 points, which is a very low risk level. Mr. Jurges then reviewed the risk assessment checklist. He noted that the people who collect cash or check payments are not different from those who adjust customer accounts. However, the City has mitigating controls in place. The Council Members did not have any concerns about the risk assessment.

**4.0 REVIEW OF CALENDAR AND UPCOMING EVENTS.**

- 4.1 Friday, October 10 – 6:30 p.m. to 9:00 p.m. at City Hall – Special Effects Halloween Makeup Workshop (Open to Community Members Ages 14+, cost is \$20).
- 4.2 Wednesday, October 15 – from 1:30 p.m. to 2:30 p.m. at City Hall, Senior Social.
- 4.3 Friday, October 24 – from 5:00 p.m. to 7:00 p.m. at CWH Rec Center – Monster Mash.
- 4.4 Friday, October 31 – from 3:00 p.m. to 4:00 p.m. at City Hall Parking Lot – Trunk or Treat.
- 4.5 November 17 through January 5 – Winter Lobby Art Display.
- 4.6 Monday, December 1 – 5:00 p.m. to 7:30 p.m. at City Hall – Light the Heights.
- 4.7 Saturday, December 6 – 7:30 p.m. to 9:00 p.m. at Butler Middle School – Christmas Concert with Eclipse 6.

**5.0 POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION; REAL PROPERTY PURCHASE OR LEASE; THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; AND/OR ANOTHER PERMITTED PURPOSE UNDER UCA 52-2-205.**

There was no Closed Meeting.

**6.0 ADJOURN CITY COUNCIL WORK SESSION.**

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

The Work Session adjourned at 6:00 PM.

**MINUTES OF THE COTTONWOOD HEIGHTS COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (“CDRA”) MEETING HELD TUESDAY, OCTOBER 7, 2025, AT 6:00 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 Ellen Birrell, Council Member Suzanne Hyland, Council Member Shawn Newell

**Staff Present:** City Manager, Jared Gerber; Police Chief, Robby Russo; Finance Director, Scott Jorges; Records, Culture, and Human Resources Director, Barbara Higgins; City Recorder, Tiffany Janzen; Community and Economic Development Director, Jim Spung; IT Manager, Matt Ervin; Public Works Director and City Engineer, Matt Shipp; Unified Fire Authority, Riley Pilgrim

**1.0 WELCOME**

Mayor Weichers called the meeting to order at 6:00 PM.

**2.0 Consideration of Resolution 2025-05 – Approving and Ratifying a “Real Property Purchase Agreement” and Related Documents for Realty within the Town Center at 2300 East Fort Union Community Reinvestment Project Area. (By this Resolution, the Board will Approve and Ratify the Agency’s Entry into a Purchase Agreement and related documents in connection with the Agency’s proposed Purchase of 1 + acre of realty located at the southeast corner of the intersection of 2300 East and Fort Union Boulevard within the City’s Town Center at 2300 East Fort Union Community Reinvestment Project Area.)**

City Manager, Jared Gerber, reported that the resolution would authorize the purchase of the Walgreens parcel, which is 1.09 acres, for \$3.5 million. The due diligence period must be completed by mid-November, after which a 30-day closing window will begin. The seller could exercise three 30-day extensions if needed. City Attorney, Shane Topham, added that closing would be between mid-December 2025 and mid-March 2026. All parties had signed the agreement.

**MOTION:** Board Member Newell moved to APPROVE Resolution 2025-05 – Approving and Ratifying a “Real Property Purchase Agreement” and Related Documents for Realty within the Town Center at 2300 East Fort Union Community Reinvestment Project Area. The motion was seconded by Board Member Holton. Vote on Motion: Board Member Holton-Yes; Board Member Hyland-Yes; Board Member Newell-Yes; Board Member Birrell-Yes; Chair Weichers-Yes. The motion passed unanimously.

**3.0 POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION; REAL PROPERTY PURCHASE OR LEASE; THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; AND/OR ANOTHER PERMITTED PURPOSE UNDER UCA 52-2-205.**

**MOTION:** Board Member Holton moved to ADJOURN the CDRA Meeting and move into a Closed Session to discuss the Purchase of Real Property. The motion was seconded by Board Member Hyland. The motion passed unanimously.

The CDRA was in closed session from 6:05 PM to 7:00 PM.

**4.0 APPROVAL OF MINUTES**

*The minutes of this meeting will be approved through the following process:*

*The Agency's Secretary will promptly 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-day 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 Hyland moved to ADJOURN. The motion was seconded by Board Member Holton. Vote on Motion: Board Member Holton-Yes; Board Member Hyland-Yes; Board Member Newell-Yes; Chair Weichers-Yes. The motion passed unanimously.

The CDRA Meeting adjourned at 7:02 PM.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING  
HELD TUESDAY, OCTOBER 7, 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 Ellen Birrell, Council Member Suzanne Hyland, Council Member Shawn Newell

**Staff Present:** City Manager, Jared Gerber; Police Chief, Robby Russo; Finance Director, Scott Jorges; Records, Culture, and Human Resources Director, Barbara Higgins; City Recorder, Tiffany Janzen; Community and Economic Development Director, Jim Spung; IT Manager, Matt Ervin; Public Works Director and City Engineer, Matt Shipp; Unified Fire Authority, Riley Pilgrim

**1.0 WELCOME**

Mayor Weichers called the meeting to order at 7:06 PM.

**2.0 PLEDGE OF ALLEGIANCE**

Council Member Shawn Newell led the Pledge of Allegiance.

**3.0 CITIZEN COMMENTS**

*Audrey Pines* commented that she and other residents met with the City regarding Dover Hill Park, and a plan was outlined in the Development Agreement signed in January 2024. However, the City Engineer changed the agreement. Neighbors were fighting and most of them hated the park, but it cannot be changed because of the agreement that was signed. She asked how he had the authority to do that. The ballpark grading was changed. Residents were told that the hill would not be touched, but it was changed overnight. She also asked how the City would implement the General Plan and protect the old tree growth.

*Maggie Mills* provided updates on Whitmore Library events for October. Preschool programming was underway, with weekly reading events on Monday, Tuesday, and Thursday. The library would be closed on Monday, October 13, 2025, for staff training. The monthly teen origami project was a pumpkin frame. The nonfiction book club would read *Polar Vortex*. Babcock Performing Readers would read spooky stories on Thursday, October 16, 2025, at 7:00 PM. The “Love Crafts: Weird and Creepy Crafts” crafting class would be held on October 18, 2025, from 2:00 PM to 4:00 PM.

*Olivia Snyder* stated that she manages the Mount Olympus Senior Center, which is one of 14 senior centers in Salt Lake County. They offer lunch daily from 11:30 a.m. to 12:15 p.m., as well as a variety of exercise and educational programs, including a monthly American Association of Retired Persons (“AARP”) driving class. They also have a virtual senior center that offers at-home

self-guided courses and craft kits. Membership is free for residents aged 60 or older. A donation is suggested for lunch but not required. They did not currently have a driver, but she would notify the City once one was hired and transportation to and from the center was available. Anyone interested in signing up for the monthly email blast should contact her.

*Runar Bowman* was surprised to hear the discussion about subsidizing home purchases. He believes it is a terrible idea that perpetuates a victim mentality and is not necessary because there are already state and federal programs available to low-income home buyers. He suggested that citizens be educated about the available solutions. Housing is supply and demand, and Cottonwood Heights was a desirable location with limited supply and increasing demand. They are building high-rise complexes; people who want their children to live nearby can rent one for them or purchase a starter home in Tulsa, Oklahoma and move back to Cottonwood Heights in 15 or 20 years. He did not believe that buying a home should be easy.

*Randy Long* gave his address as 8610 Kings Hills Drive and stated that disasters such as fires, floods, and tornadoes happen. Many homes in his area do not have secondary exits, so residents would not be able to get out in the event of a natural disaster. There was a wildfire south of Kings Hill Drive approximately 50 years ago, and if any of the homes had been there at the time, they would have been destroyed. Approximately 20 years previously, another wildlife was spotted on the mountain north of Deaf Smith Canyon, and a tornado in another area of the City destroyed several homes. Flooding is also a risk. He did not believe homes should be built without at least two exits.

There were no further comments. The Citizen Comment period was closed.

#### **4.0 LANDSCAPE AWARDS**

##### **4.1 Community and Economic Development Landscape Awards – Community and Economic Development Director, Jim Spung.**

#### **5.0 REPORTS**

##### **5.1 Unified Fire Authority Quarterly Report – UFA Assistant Chief, Riley Pilgrim.**

United Fire Authority (“UFA”) Assistant Chief, Riley Pilgrim, presented the Quarter 2 Report for the period of April 1, 2025, through June 30, 2025.

- There were 570 total incidents, 204 or 36% of which were emergent. This reflected an increase of 65 calls over the previous quarter.
  - April incidents: 168
  - May incidents: 202
  - June incidents: 200
  
- The most common call types were:
  - Fire

- Other: 4
    - Vehicle fires: 2
    - Vegetation fires: 2
    - Structure fire: 1
  - EMS
    - Sick person: 48
    - Short fall: 37
    - Unconscious: 24
    - Seizure: 23
    - Stroke: 21
  - Other calls
    - Public service assistance: 29
    - Falls alarm or false call: 15
    - Unintentional detector: 14
    - Mutual aid from outside agencies: 11
    - Detector malfunction: 10
- UFA engines responded to over 90% of calls. Midvale responded to 7.6% of calls. Chief Pilgrim reported that the automatic vehicle location (“AVL”) system will always pull the closest unit, including ones from other municipalities that are passing through or attending training in the City.
  - UFA ambulances responded to approximately 75% of calls, with Midvale and Holladay responding to the majority of the remainder. Chief Pilgrim reported that Station 116 is seasonal to cover call volume at the ski resorts and respond to a significant volume of calls in the canyons each year. During that time, UFA leans heavily on nearby cities such as Sandy to assist with calls.
  - The 50<sup>th</sup> percentile response time was 04:58, and the 90<sup>th</sup> percentile was 07:34, a difference of approximately 10 seconds from the first quarter. Dispatch moved to a “silent dispatch” model that did not accurately reflect times and resulted in a difference of a few seconds. That had since been turned off, so Chief Pilgrim expected the numbers to improve for the third quarter.

Chief Pilgrim reminded those present that it was Fire Prevention Week. UFA had posted information on lithium batteries on its social media pages and website. Lithium batteries pose a significant fire risk, especially with the influx of e-bikes and scooters that may not have been built to United States standards. There had been a sizable increase in fires from these devices.

Council Member Birrell asked if UFA had interfaced with Bike Utah about the issue. Chief Pilgrim stated that he had not personally spoken with them, but he would ask Fire Marshall, Bradley Larson, to contact them, as UFA is always looking for partnerships. UFA is most concerned about people storing scooters and e-bikes inside apartments or on balconies. If the battery explodes, the entire multifamily structure is at risk. Lithium batteries burn very quickly and very hot.

Council Member Birrell stated that the new Sandy waste station accepts lithium batteries and asked if the station was regulated to ensure they are properly sorted and disposed of. Chief Pilgrim confirmed that disposal of lithium batteries is highly regulated.

Council Member Hyland asked if fire blankets or extinguishers were effective in combating the fires. Chief Pilgrim stated that citizens should not try to put out a lithium battery fire. When an e-bike caught fire in South Jordan in early summer, two houses burned down in a matter of seconds. They are intense fires, and a normal fire extinguisher would not be effective. The time spent trying to suppress it would be better used to get to safety.

Mayor Weichers stated that it was recently suggested that adding a fourth firefighter to Station 116 would help with wildland fires, but noted that UFA already has one of the largest wildland departments within Utah. Chief Pilgrim stated that the state has passed legislation requiring more wildland fire services, but unique to UFA is that all its firefighters have basic wildland fire training and a large contingent of them have been wildland firefighters for over 15 years. They carry the proper personal protective equipment at all times. If a fire occurred in the area, they would hike in and immediately start suppressing the fire, whereas many fire departments traditionally wait until Wildland Resources arrives on the scene.

Chief Pilgrim indicated that adding a fourth person to Station 116 would be both helpful and safer. The more firefighters they have available, the more effective they can be. The UFA wildland division currently has a 22-person hand crew, a 16-person Camp Williams crew, and a 12- to 15-person field crew. On average, they have 45 seasonal wildland firefighters each summer. Chief Pilgrim and many full-time firefighters came from the seasonal wildland fire program.

## **6.0 ACTION ITEMS**

### **6.1 Consideration of Resolution 2025-68 Declaring Certain Property Surplus. (By this resolution, the council will declare surplus and designate the method of disposition of a 1998 International Command Post vehicle owned by the City.)**

The above item was discussed during the Work Session.

**MOTION:** Council Member Birrell moved to APPROVE Resolution 2025-68 Declaring Certain Property Surplus. The motion was seconded by Council Member Holton. Vote on Motion: Council Member Hyland-Yes; Council Member Newell-Yes; Council Member Birrell-Yes; Council Member Holton-Yes; Mayor Weichers-Yes. The motion passed unanimously.

## **7.0 CONSENT CALENDAR**

### **7.1 Approval of the Minutes for the City Council Work Session and Business Meetings of September 16, 2025.**

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

**8.0 ADJOURN**

**MOTION:** Council Member Hyland moved to ADJOURN the Business Meeting and enter into the open CDRA Meeting. The motion was seconded by Council Member Holton. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 7:35 PM.

**MOTION:** Council Member Hyland moved to ADJOURN the CDRA Meeting and enter into a Closed Session to discuss the Sale of Real Property. The motion was seconded by Council Member Holton. The motion passed with the unanimous consent of the Council.

The CDRA was in Closed Session from 7:40 PM to 8:00 PM.

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

The Business Meeting adjourned at 8:01 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 on Tuesday, October 7, 2025.*

Teri Forbes

Teri Forbes  
T Forbes Group  
Minutes Secretary

Minutes Approved: \_\_\_\_\_