

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, DECEMBER 3, 2024, 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 Suzanne Hyland, Council Member Matt Holton, Council Member Ellen Birrell

**Staff Present:** City Manager, Jared Gerber; City Attorney, Shane Topham; Deputy City Recorder, Maria Devereux; IT Systems Manager, Matt Ervin; Community and Economic Development Director, Michael Johnson; Public Works Director, Matt Shipp; Barbara Higgins, Human Resources Director; Police Chief, Robby Russo; Administrative and Financial Services Director, Scott Jorges; Unified Fire Authority Assistant Chief, Riley Pilgrim; Public Health Coordinator, Sondra Stephens

**1.0 WELCOME**

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

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

The agenda items were reviewed and discussed. Mayor Weichers reported that a motion would be needed to move current Item 3, Citizen Comments, after Item 4, a Proclamation honoring long-term resident Gayle Conger.

Action Item 5.1 was Ordinance 426 adopting an annual meeting schedule for 2025. City Manager, Jared Gerber reported that the main change to the schedule was the removal of the meeting scheduled for election night. A Health in the Heights Committee meeting was also added.

Action Item 5.2 was Resolution 2024-71 accepting an Annexation Petition for further consideration. Mr. Gerber reported that the City received an official petition for the Creek Road West Annexation, and the Council’s consideration was required so Staff could begin the certification process. Mayor Weichers clarified that the Council would be authorizing the process to begin, not approving annexation.

Mayor Weichers reviewed the final agenda item, the Consent Calendar, and noted that the Council would approve Minutes from the October 29, 2024, Joint Work Session.

**3.0 STAFF REPORTS**

**a. Moderate-Income Housing Discussion – *Community and Economic Development Director, Michael Johnson.***

Community and Economic Development Director, Michael Johnson reported that the Moderate-

Income Housing Plan must be updated by August 1, 2025. Per Utah State Code § 10-9a-408, all municipalities are required to adopt a Moderate-Income Housing Master Plan as part of their General Plan. The plan must be updated every five years to include implementation strategies and current data, and a progress report must be submitted annually. Compliance is tied to funding options through the Transportation Investment Fund (“TIF”) and non-compliance can result in financial penalties and disqualification from access to those funds. Cities must adopt at least three strategies from 26 options provided by the State, and the chosen strategies must be adopted verbatim. If the city adopts five or more strategies, it may be eligible for priority access to TIF funds.

The Cottonwood Heights Affordable Housing Master Plan was adopted in 2020 and includes the following four strategies:

- **Create or allow for, and reduce regulations related to, Internal or Detached Accessory Dwelling Units (“ADU”) in residential zones.** Internal ADUs are allowed in all residential zones, and detached ADUs are allowed as Conditional Uses.
- **Zone or rezone for higher density or moderate-income residential development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers.** Several commercial zones in the City allow for mixed residential housing including Fort Union Boulevard, Canyon Centre, and the Gravel Pit.
- **Implement zoning incentives for moderate-income units in new developments.** The Planned Development District Ordinance (“PDD”) accomplishes this goal.
- **Demonstrate utilization of a moderate-income housing set-aside from a Community Reinvestment Agency (“CRA”), Redevelopment Agency (“RDA”), or Community Development and Renewal Agency (“CDRA”) to create or subsidize moderate-income housing.** A requirement of creating a new CRA is that the project area budget must include a set-aside for affordable housing. No funds are currently set aside as Canyon Centre was approved under a previous set of regulations, but this will apply to the Town Center.

In response to a question from Council Member Birrell, it was clarified that there is not a CRA in place at the Northern Gravel Pit, but the developer has complied with the PDD affordable housing requirement.

Mr. Johnson provided a status update on the City’s progress toward the four goals as reported to the State in 2024.

- Two PDD projects have been approved:
  - ICO, which is the five-acre property behind the old City Hall near the Union Park onramp, is nearing completion and includes 21 deed-restricted affordable units. Households must be at 50% of the area median income ("AMI") or less to qualify for those units.

- Northern Gravel Pit will include approximately 40 deed-restricted units that will require 80% AMI or less to qualify.
- The Santa Fe Apartments have a total of 492 units of which 173 are deemed “affordable” units with a mixture of 65% AMI and 50% AMI. The complex has a separate subsidy that is not funded by the City.
- ADUs are allowed:
  - Internal ADUs are permitted and require licensing and inspection.
  - Detached ADUs are a Conditional Use and require Planning Commission approval.
  - A total of 15 licenses have been issued or are in process.
- Percentage of constrained households: 27%. “Constrained” is defined as a household whose housing costs exceed 30% of their gross income.
  - Median income: \$110,197 (2022)
  - Median home cost: \$770,100
  - Population decrease of 0.5%, which could be attributed to housing affordability.
- Multiple commercial zones allow for mixed residential housing.
  - Residential Office, Neighborhood Commercial, Mixed Use, PDD, and Form-Based Code (as drafted).
    - Examples of Neighborhood Commercial include Hillside Plaza and the Smith’s shopping center. Neighborhood Commercial is transitional commercial zoning typically used in areas that adjoin residential neighborhoods.
    - Mixed Use is the long-range Land Use designation for most of the City’s commercial areas, including Fort Union Boulevard and Highland Drive.
    - PDD zoning layers on top of other zoning in limited areas including the Gravel Pit and primary intersections like 2300 East and Fort Union Boulevard, Highland Drive and Fort Union Boulevard, and 1300 East and Fort Union Boulevard.
- The Town Center will be a Community Reinvestment Area (“CRA”)
  - CRA project area budgets require a minimum of 10% moderate-incoming housing set-aside when TIF is implemented.

Council Member Birrell remarked that the Wells Fargo Bank property on Bengal Boulevard north of the Smith’s Grocery Store is on the market. She spoke with a developer regarding what she would like to see on that site. He wants to build high-density housing and stated that affordable units are off the table due to the purchase cost. She believes builders should be encouraged to include affordable high-density housing in Neighborhood Commercial zones and asked if any municipalities of comparable size are considering subsidies to encourage affordable housing in specific locations. Mr. Johnson stated that some cities with established RDA budgets will participate in affordable housing projects. It differs from city to city, and he knows of no examples from comparably sized cities.

In response to a question from Council Member Newell, Mr. Johnson stated that Royal Farms and other apartment projects in the City may have deed-restricted units or market-rate rent that qualifies as affordable housing. Santa Fe Apartments was the only one that responded to a request for information on affordable units. Hillrise Apartments has some units that qualify as affordable housing, but they are not deed-restricted or income-limited units, so that could change at any time. At the Council's request, Staff will obtain more information on rates and affordability from larger apartment complexes.

Mr. Johnson stated that it can feel like the implementation of affordable housing is slow, but things like the PDD project with 60 new, deed-restricted units show positive progress.

In response to a question from Mayor Weichers, Mr. Johnson clarified that the City only adopted four strategies to implement. If they were to adopt a fifth strategy, they would receive priority access to funding.

The definition of "affordable" or "moderate" income was discussed. Housing is considered affordable when it does not exceed 30% of the household's monthly gross income. Affordable or moderate income is 80% of the AMI. Based on Cottonwood Heights' 2022 median income of \$110,197, 80% AMI is \$88,157, and the resulting monthly housing cost is \$2,448. Other affordability bands between 30% and 50% AMI can also be targeted, and there is always a shortage of housing units at very low-income bands. In response to the Council's questions, it was noted that Salt Lake County's AMI is \$90,011, and the AMI figures were pulled from the U.S. Census and other sources.

Tools to encourage developers to incorporate deed-restricted affordable housing in their plans include Federal Housing and Urban Development financing, the Low-Income Housing Tax Credit program, and other resources the development community can utilize. Local options include financial and policy tools, as well as education on affordable housing resources and opportunities.

In response to a question from Council Member Birrell, Mr. Johnson stated that they do not have an accurate count of illegal ADUs, but only a few have been through the Conditional Use process. Council Member Birrell expressed concern that the current ADU regulations are too restrictive and suggested that the Council should reconsider those policies. Council Member Holton presented the possibility that most people are not obtaining permits because the process is too onerous or their ADU may not qualify. Mayor Weichers clarified that ADUs need to go through the CUP process to ensure that they are habitable. In response to a question regarding setbacks, Mr. Johnson stated that the regulations are not intended to allow the conversion of an existing shed or other structure, and ADU setbacks are different from accessory buildings.

Mr. Johnson reviewed Staff's suggestions for 2025:

- Better define existing strategies and explore adding at least one additional strategy so the City can qualify for priority funding.

- Developed a varied and detailed implementation plan within each strategy that includes a mix of policy, financial, and other local options.
- Strategies should target and promote missing middle housing and a variety of housing types that meet the needs of multiple demographics.
- Identify development strategies to utilize private resources, public-private partnerships, and other State and Federal programs to implement goals.
- Review ADU standards and implement methods to streamline the pathway and regulations for detached ADUs.
- Explore programs and policies to assist with ongoing housing expenses like implementing neighborhood improvement funds to aid in maintaining owner-occupied rentals, expanding the 50/50 sidewalk repair program, etc.
- Consider local financial incentives for the development of targeted housing types, including the use of TIF and CDRA funds for deed-restricted First Home Investment Zones and Home Opportunity Protection Zones, and fee waivers or reductions for moderate-income housing projects.
- Develop a “card file” system for new homes or ADUs where the City provides a set of pre-engineered building plans to expedite the process and lower engineering costs.
- Ensure that mixed-use housing options are codified in various non-residential zoning districts.
- Proactively work with the private sector, non-profit organizations, and adjacent municipalities on creative solutions.

Regarding existing housing types, Council Member Birrell expressed her excitement that many houses in Cottonwood Heights may qualify for the Historic Registry, which would provide the opportunity for grants to improve existing homes. That would not solve the affordable housing issue, but it could help incentivize homeowners to maintain their affordable, sustainable homes. Mr. Johnson agreed that it could help offset ongoing housing costs for the City's aging housing stock.

Mr. Johnson indicated that more detailed suggestions would be presented to the City Council at a later meeting and encouraged the Council Members to speak with him about their and their constituents' ideas.

**b. Big Cottonwood Canyon Environmental Study City Comment Letter – Community and Economic Development Director, Michael Johnson.**

Mr. Johnson reviewed the draft comment letter on the Big Cottonwood Canyon Environmental

Study and indicated that comments were due by December 13, 2024. The letter was based on comments previously shared with the Utah Department of Transportation (“UDOT”) during the Environmental Impact Study (“EIS”) process for Little Cottonwood Canyon, the Wasatch Boulevard Master Plan, and various other City resolutions and documents.

The letter’s key points included the following:

- Any capacity or infrastructure should be added in a way that prioritizes transit over single-occupant vehicles to avoid additional congestion. This is consistent with the City’s previous stance that transit is the most beneficial long-term solution from both a regional and local standpoint.
- Safety and ease of use should be adequately factored in for all modes of transportation throughout the intersection of Fort Union Boulevard and Wasatch Boulevard.

Council Member Birrell stressed the importance of emphasizing that UDOT needs to pay attention to the entirety of SR 190, not just the mouth of Big Cottonwood Canyon or the intermodal hub. Council Member Holton stated that he believes it is important that the letter reflects the needs of the people who live in the area, but it is equally important to be as reasonable as possible. UDOT does not have to consider the City’s requests, and the letter should not be more aggressive than necessary. He deferred to Staff’s guidance in that process. Mayor Weichers noted that the letter begins by thanking UDOT for their willingness to work with the City, and he believes that is the correct approach. Mr. Johnson stated that they could request UDOT consider the impacts from the intersection to I215. Mayor Weichers agreed that it should be a priority. Council Member Hyland noted that the UDOT presentation indicated that they are prioritizing traffic coming from outside the City. To Council Member Birrell’s point, both north and south traffic on SR 190 needs to be considered, as well as traffic flowing from Fort Union Boulevard to Big Cottonwood Canyon.

Mayor Weichers commented that a benefit of the City’s approach has been access to UDOT. In a meeting the previous day, he mentioned that Cottonwood Heights meets with UDOT monthly, and representatives from three other cities asked how he gained that access. He believes it is due to the City’s constructive, productive approach to its communications with UDOT. Council Member Holton stated that as long as they maintain that approach, he is supportive of including other content in the letter. Mr. Johnson indicated that the City has been consistent in its messaging regarding the EIS, and its comments will not come as a surprise.

Mr. Johnson continued the list of key points included in the comment letter.

- Intersection and roadway design should consider the same recommendations the City made throughout the Lower Cottonwood Canyon EIS process.
- Bicycle lane and trail improvements should be implemented as soon as possible.
- Intersection improvements should be coupled with transit enhancements so enhanced transit can utilize those improvements.

- More immediate action should be taken to improve safety and mobility for pedestrians and cyclists at the northbound right-turn lane from Wasatch Boulevard. The concrete barrier currently blocks the bicycle lane.
- Disturbance of natural areas should be limited as much as possible, and care should be taken to ensure that the area is properly landscaped.

The letter then includes relevant portions of the previous public comment submitted in October 2022 that discuss enhancing safe corridor mobility for all users, roadway speeds, aesthetics, and managing congestion.

Council Member Birrell shared a constituent’s request that UDOT utilize the new sign on Wasatch Boulevard to remind motorists that the speed limit is 50 MPH, and they are driving through a residential area. Mayor Weichers stated that he did not believe UDOT would object to utilizing the sign for safety messages when no snow safety messages are being displayed. City Staff will follow up with UDOT regarding adding those messages during commuter hours. Council Member Newell stated that even if the message is displayed, it will not shift human nature, and they needed to have a discussion on how to control negative behavior from motorists. Council Member Birrell noted that she had an upcoming meeting with Mr. Johnson and Mr. Gerber regarding that topic.

Council Member Newell expressed concern that the project would move forward without considering the City’s comments. Farmington provided feedback as well, but it was not taken into consideration with I-84. He believes it would be helpful to have an advocate within UDOT to help them understand where the City is coming from. Mayor Weichers commented that he has been encouraged by UDOT. He sees Devon Weder as the City’s advocate, and he believes they understand how important the project is to Cottonwood Heights.

Council Member Hyland expressed her appreciation for including the request to lower roadway speeds to 35 mph. Council Member Birrell asked that the specific request for a 35 mph speed limit be included in the third bullet point as well. She referred to the 2019 petition requesting a 30 mph speed limit for SR 190 and SR 220, and Mr. Johnson stated that he could attach the Council’s resolution to the letter.

Mr. Johnson reported that, at Council Member Birrell’s suggestion, he would include a section of the City’s 2022 comment letter regarding ensuring that transit is incentivized. Council Member Birrell stated that the possibility of utilizing existing parking areas as transit stops throughout the Salt Lake Valley should be stressed, as she believes it is a key concept that is missing from UDOT’s current plan. Mayor Weichers indicated that he believes that would tie into the intermodal hub because it will be easier to implement those types of solutions to get people to it.

Mr. Johnson will incorporate the discussed changes into the comment letter and distribute it to the Council via email.

c. **Discussion of Proposed Interlocal Cooperation Agreement with UDOT – City Engineer, Matt Shipp.**

City Engineer, Matt Shipp presented the Staff Report and reported that the City previously received funding through the State of Utah Transportation Improvement Program to complete the sidewalk at 2175 East Creek Road and 7425 South Creek Road. A third location at Pepper’s Hill was included in the application, but funding for that location was not approved. The total grant received was \$262,000. It is a 60/40 grant, so the grant would reimburse \$150,000 and the City would be responsible for the remaining \$112,000. The project has not yet been designed. Mr. Shipp requested that the project be prioritized for discussion at the Budget Retreat. The Interlocal Cooperation Agreement would not oblige the City to accept the grant, but it would ensure the availability of funds for up to one year.

In response to a question from Mayor Weichers, Mr. Shipp clarified that the sidewalk is missing in front of three properties in the first location and one property in the second. Council Member Hyland stated that a lot of people walk to the church, and the lack of sidewalk means they are walking in the street. Mr. Shipp stated that approximately 90% of sidewalk is installed along the north side of Creek Road.

Mr. Shipp believes that, if approached correctly, the project should come in under budget. He recommended that the City Council sign the agreement at its next meeting, and then consider prioritizing the project at the Budget Retreat. Once the agreement is signed, he can initiate the survey and design to obtain a firmer estimate for the Council’s consideration.

Council Member Birrell agreed with Council Member Hyland that the route is not safe without sidewalks. However, areas of Bengal Boulevard where school-aged children walk to school also do not have sidewalks. She encouraged the Council to address that issue at the Budget Retreat.

The Interlocal Cooperation Agreement will be included in the next City Council Meeting Agenda.

d. **Danish and Hidden Oak Property Vacation – City Engineer, Matt Shipp.**

Mr. Shipp presented the Staff Report regarding the speed study on Danish Road and noted that some traffic calming measures have already been implemented including interactive radar speed signs and striping. Requests to install speedbumps on Danish Road south of Creek Road have been considered, but current and previous Councils have been reluctant to utilize speedbumps as a traffic calming measure.

Based on Mayor Weichers’ discussions with constituents, two temporary speedhumps were installed on Danish Road immediately before the interactive radar signs. Data collected by the signs before, during, and after speedhump installation was used to determine their effect on driver behavior. The report indicated that the presence of a speedhump caused speeds to decrease by 1 mph or less, which is not an appreciable difference. The 85<sup>th</sup> percentile indicates that typical speeds are high relative to the posted speed limit.

Mr. Shipp reported that standalone measures like speedhumps do not slow traffic for long periods. Additionally, the City received many phone calls regarding the speedhumps, none of which were positive. He suggested that actual traffic calming measures would be required to significantly lower speeds on Danish Road.

Council Member Birrell stated that the 85<sup>th</sup> percentile rule was designed for roadways, not neighborhood streets like Danish Road. She believed the lanes should be narrowed to encourage a “street” mentality and suggested a demonstration project with cones and candlesticks. She walked it with Wasatch Front Regional Council Active Transportation Director, Hugh Van Wagenen, who indicated that it is striped for wide lanes, which register in motorists’ minds as higher-speed roadways.

Council Member Newell indicated that two streets in District 3 have the same issue. Once he shared data compiled by Mr. Shipp with residents and they realized that the problem is limited to a small percentage of cars, their concerns were alleviated. Having that conversation and encouraging neighbors to speak to each other about the issue made a difference.

Council Member Holton clarified that all Council Members prioritized community members’ safety, but he does not believe that narrower lanes make a difference. He drives downtown every day, and he does not believe driving behavior or speed has changed in areas where they have narrowed the roads. Rather, it has made it harder for people to get around.

Council Member Hyland referred to a *Washington Post* article on the issue. Washington, D.C. spent millions of dollars on this type of infrastructure, and it only resulted in congestion. She advocated for focusing on blind curves without sidewalks, as well as considering other traffic calming measures.

In response to a question from Mayor Weichers, Mr. Shipp stated that lane width is inconsistent along Danish Road, with some narrower and wider areas. The road is not wide enough for a dedicated bicycle lane. A white or fog line is installed in some sections and could be installed in other areas. Council Member Birrell clarified that her suggestion was to install cones in the two more dangerous areas where there are no sidewalks, as well as signage indicating a blind curve and slower speed limit.

In response to a question from Mayor Weichers, Mr. Shipp reported that temporary candlesticks are sometimes placed in roadways, but vehicles often collide with them. Mayor Weichers stated that it would be helpful to visit an area where this type of traffic calming measure has been implemented.

Mr. Shipp stated that other streets in the City have the same issue, and in order to address it properly mitigation needs to be done in such a way that it does not create more problems than it solves. For example, snowplow blades are 11.5 feet wide and would damage cones or candlesticks in the roadway.

In response to a question from Council Member Hyland, Mr. Shipp clarified that fog lines are installed to narrow the driver’s area of vision, not to provide an area for pedestrians or cyclists.

For example, the fog lines on Fort Union Boulevard are only six to twelve inches from the curb. Mayor Weichers expressed concern that pedestrians might believe they can safely walk in that area.

Council Member Birrell stated that roadways are often designed for fire trucks and snowplows, but she believes that modifying the fleets would be a more appropriate response than asking municipalities to build their roadways for those vehicles.

Council Member Holton indicated that police enforcement is a viable option. The negative enforcement of a ticket can be powerful, and they will tell others not to speed in that area.

Mr. Shipp will research locations as discussed and bring that information to the City Council at or prior to the next meeting.

e. **Public Health Advisory Committee Discussion – City Manager, Jared Gerber.**

Mr. Gerber reported that the next Business Meeting would include Action Items for the Ordinance and Committee recommendations. He then introduced Public Health Coordinator, Sondra Stephens, a certified health coach who previously worked in community and volunteer engagement for the National Multiple Sclerosis Society. She lives in the City and has a vested interest in the health of the community.

Ms. Stephens presented an overview of the program. The Health in the Heights Coalition is comprised of 18 members representing 12 required sectors of the community: youth, parents, businesses, media, schools, youth-serving organizations, law enforcement, faith-based organizations, civic or volunteer groups, healthcare professionals, state or local agencies, and other local organizations such as the Cottonwood Heights Recreation Center. Approximately 50% of the Coalition members live in the City and the remainder work here, so they are representative of the community. There is room for additional members, and there will be turnover as it is a volunteer board.

The Coalition works within the Communities That Care (“CTC”) framework, which is a grant-funded program. To continue receiving that funding, the framework must be followed with fidelity. CTC is a data-driven, prevention science-based program that promotes healthy youth development, improves youth outcomes, reduces problem behaviors, and involves considering both risk and protective factors. Ms. Stephens noted that the Coalition is in its infancy, and they have not yet determined Cottonwood Heights’ primary focus. They will likely use a Student Health and Risk Prevention (“SHARP”) survey within the Brighton Cone and other assessment-based tools to determine that focus. The bi-yearly survey will be conducted in 2025 with sixth, eighth, tenth, and twelfth graders. The Coalition will use that data to determine appropriate strategies to address the health concerns identified by the surveys. The grant funds were received from the opioid settlement, but the Coalition will not focus on opioid abuse unless data indicates that it is an issue in Cottonwood Heights.

Ms. Stephens spoke with the Millcreek Health Coalition coordinator regarding their focus. Their data indicated that 31% to 47% of youth in Millcreek are at risk for low neighborhood attachments.

Based on those findings, the coalition identified community connection as its area of focus. Research shows that strong community connection is a large protective factor against poor mental health, substance abuse, and other negative health outcomes. The proven theory behind CTC is the more you increase protective factors and reduce risk factors for youth, the less likely to see behaviors like substance misuse, engagement in crime, and binge drinking.

The Salt Lake County Health Department will conduct a three-hour key leader orientation in late February or early March. Ms. Stephens encouraged the Council Members to attend and learn more about the program and how they can be engaged in the process. The Council's input and commitment to following the program with fidelity is key to its success.

Council Member Birrell asked how the Council Members can be considered key leaders if they are not on the Coalition. Her research indicated that key leaders are identified in the formation of a city's coalition. The key leaders suggested by Salt Lake County included the Police Chief, a representative of the School District, and a Council Member, but those people were not engaged. Staff organized the CTC and chose community members for the Coalition. Ms. Stephens clarified that CTC is a five-phase process, and Cottonwood Heights is only in Phase 1. The Coalition is still identifying key leaders, and it would be valuable to include Council Members. Council Member Hyland noted that Item D of the proposed Ordinance specifies a Council Member will be a non-voting, ex-officio member.

In response to a question from Mayor Weichers, Ms. Stephens stated that one Millcreek council member sits on its coalition. Holladay has no council members on its coalition. Council Member Hyland suggested obtaining information from Salt Lake County regarding how many coalitions include council members and was in favor of following their guidance. Council Member Newell stated that the Council already has decision-making authority. The Council should be a resource for the Coalition, but it is not their place to get in the way of the work they have been assigned to do. Mayor Weichers agreed but stipulated that they should consider adding a Council Member to the Coalition if best practices show it is advisable. The reason they set up liaison-type roles with committees is to ensure that the City Council does not run the committee. They want the citizens on the Coalition to feel like they are in control of the process.

Ms. Stephens expressed appreciation for the Council Members' comments. The Coalition's purpose is to focus on the data and determine strategies based on that data. The surveys will provide the information it needs to focus on, and it is important that the Coalition be able to move forward. She will research whether other cities include Council Members on their coalitions, but Millcreek and Holladay coalitions both operate smoothly without a voting councilperson on their Coalitions. It was noted that Holladay's coalition is not codified. Other cities with coalitions include West Jordan, Bluffdale, Sandy, and Taylorsville.

Mr. Gerber clarified that City Attorney, Shane Topham, drafted the legislation based on the fact that the Coalition is an advisory board. Many CTC groups do not codify their boards, and some have very flexible boards and take no official action to appoint members.

Mr. Topham stated that advisory committees are set up as they are because they are intended to be advisors to the City. Council Members are not voting members on those committees because other

members could automatically defer to that person due to their position with the City. Past Councils have desired advisory boards to be truly citizen committees. The Councils wanted to be aware of what was happening, but they did not want to control the process through a voting member. When he was asked how the Coalition should be structured, he determined that it should be an advisory committee, and there is a framework in the City Code as to how they should be staffed and operate. If the Council did not approve of the advisory committee format, they could modify it, but he believes that is the logical format for the Coalition.

Council Member Birrell disagreed with the assertion that she would control or intimidate people. Her hope was that the Coalition would influence the entire community in ways that all age groups would benefit and that it would include qualified people from every district. She was concerned that four residents on the Coalition already serve on the Planning Commission and other committees, and qualified candidates she suggested were not chosen.

Ms. Stephens clarified that they are not finished recruiting and she was interested in speaking with anyone interested in being part of the Coalition. The Coalition is youth-focused, but adults and everyone in the community will be engaged in the process. Council Member Holton reminded the Council that, as discussed previously, sometimes people think the youth in the community are fine when that is not accurate. He is a proponent of focusing on children, especially at the high school level.

Mr. Topham clarified that every advisory committee in Cottonwood Heights has a Council liaison, and he expected the Coalition would have one as well. However, none of the advisory committees have Council members as voting members of the committee. They are all comprised of citizens with a Council liaison who is invited and encouraged to attend the meetings and report back to the Council.

Mayor Weichers thanked Ms. Stephens for the presentation.

f. **Cottonwood Heights 20<sup>th</sup> Anniversary Discussion – City Manager, Jared Gerber.**

Mr. Gerber reported that 2025 will be the 20<sup>th</sup> anniversary of both Cottonwood Heights and Butlerville Days, and both events will be celebrated at the 2025 Butlerville Days. The State of the City event will take place on January 14, which is the official 20<sup>th</sup> anniversary of incorporation. Mayor Weichers suggested inviting all former Mayors, Council Members, and committee members to the State of the City Address. The event could focus on the City's history since incorporation, and there could be a reception afterward.

Mr. Gerber reported that Staff is working on a commemorative logo for the year that could be unveiled at the State of the City event. They will also be highlighting events from Cottonwood Heights' history in each newsletter.

Council Member Holton indicated that the Historic Committee would like to play a role in the celebrations. They have discussed placing signs at historic buildings and in historic neighborhoods throughout the City, then highlighting those locations by possibly posting a map on the website or

doing walking tours of the historic places. Some existing signs are worn and need to be replaced, and the cost would be approximately \$75 to \$100 per sign.

Other ideas discussed include displaying the original Articles of Incorporation at City Hall, asking the Lieutenant Governor to speak at State of the City, and inviting resident and new Attorney General, Derek Brown to attend events. Mayor Weichers presented the option of having small monthly events rather than quarterly. The Arts Council could hold an event one month, the Historic Committee another month, etc. He believes consistent reminders throughout the year would be a great way to recognize the anniversary.

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

- a. **November 18-31 – Winter Wonders Art Exhibit, November 18-December 31, Monday through Friday from 8:00 AM to 5:00 PM at City Hal**
- b. **December 6 – Holiday Concert with Eclipse 6 from 7:30 PM to 8:30 PM at Butler Middle School.**
- c. **January 3 to 30 – Asian Arts and Culture Exhibit, Monday through Friday from 8:00 AM to 5:00 PM at City Hall.**
- d. **January 25 – Chinese New Year Celebration from 10:00 AM to 12:00 PM at City Hall.**

Mayor Weichers reviewed the calendar. Mr. Gerber added that notice of various upcoming employee events had been forwarded to the Council and invited all Council Members to attend.

#### **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 Session.

#### **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 6:28 PM.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING  
HELD TUESDAY, DECEMBER 3, 2024, 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 Suzanne Hyland, Council Member Matt Holton, Council Member Ellen Birrell

**Staff Present:** City Manager, Jared Gerber; City Attorney, Shane Topham; Deputy City Recorder, Maria Devereux; Community and Economic Development Director, Michael Johnson; Barbara Higgins, Human Resources Director, Police Chief, Robby Russo; Administrative and Financial Services Director, Scott Jurges; Unified Fire Authority Assistant Chief, Riley Pilgrim

**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 Matt Ervin.

**MOTION:** Council Member Birrell moved to move Item 4.1, Consideration of Proclamation 2024-02 Recognizing the Contributions of Gayle Conger, before item 3.0, Citizen Comments. Council Member Highland seconded the motion. The motion passed with the unanimous consent of the Council.

**3.0 PROCLAMATIONS**

**3.1 Consideration of Proclamation 2024-02 Recognizing the Contributions of Gayle Conger.**

Mayor Weichers recognized that many residents of Cottonwood Heights have played an important role in what the City is today. Gayle Conger is one such resident, and the City Council was pleased to recognize her contributions. Mayor Weichers then read the Proclamation and photos were taken.

Council Member Birrell stated that it has been an honor to serve with Ms. Conger and she was thrilled to see her receive well-deserved recognition.

Ms. Conger thanked the Council for the unexpected recognition. It has been her pleasure to work with everyone in Cottonwood Heights. She has lived in the same house on Danish Road all her life. She appreciates everything the City has done to make it such a nice place for everyone to live and the Council's support for the Historic Committee's efforts.

#### 4.0 CITIZEN COMMENTS

Mayor Weichers opened the Citizen Comment period.

*Elaine Greaves* addressed the new towing enforcement policy at Hillside Plaza. She agrees that recreational vehicles and cars for sale should be prohibited but disagrees with the “no parking” rule between 2:00 a.m. and 6:00 a.m., which she believes targets patrons of The Huddle Sports Bar and Grill. If people leave their cars overnight because they do not feel they can drive safely, they will face a \$300 to \$400 fine, which could encourage patrons to drive while impaired. Also, if an employee of a Hillside Plaza business has car trouble, their car could be towed. She suggested improving the signage and issuing warnings prior to enforcing towing. Lone Star Recovery is based in Provo, and she asked if people would have to travel to Provo to recover their cars.

*Alan Mark* listened to the Work Session discussion on Danish Road and was there to pressure the City Council to do what was right. The temporary speed bumps did not have much of an impact. He believes a study should have been conducted and real speed bumps installed and spaced accordingly so they would be effective. He assumed the 85<sup>th</sup> percentile speed is between 35 mph and 40 mph. Numerous speed studies have been conducted on Danish Road, which all concluded that there are speeders. The statistics were reported to the Police Department as far back as 2019, but nothing changed. It is well-known that the speeders are local residents, and he asked why the speed limit is not being enforced. He has provided the City with videos and photographs but received no response. If they were in court, he believed he would have ample evidence of negligence. If the City cares about its citizens' safety and well-being, it should take action to correct the problem.

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

#### 5.0 ACTION ITEMS

##### 5.1 Consideration of Ordinance 426 – Adopting an Annual Meeting Schedule for 2025. (This ordinance will adopt a schedule for regular meetings of the city's city council, planning commission, and other public bodies for calendar year 2025, as required by Utah Code Ann. 52-4-202).

Mayor Weichers reported that all Action Items were discussed in the Work Session.

**MOTION:** Council Member Newell moved to APPROVE Ordinance 426. The motion was seconded by Council Member Hyland. 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.

**5.2 Consideration of Resolution 2024-71 – Accepting an Annexation Petition for Further Consideration (Creek Road West Annexation). (By this resolution, the Council will accept for further consideration a recently filed annexation petition for the “Creek Road West” annexation and direct the city recorder to determine whether the petition complies with statutory requirements, all as provided in Utah Code Ann. 10-2-405).**

**MOTION:** Council Member Hyland moved to APPROVE Resolution 2024-71. The motion was seconded by Council Member Birrell. 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.

**6.0 CONSENT CALENDAR**

**6.1 Approval of the Minutes for the City Council Joint Work Session for October 29, 2024.**

**MOTION:** Council Member Newell moved to APPROVE the Consent Calendar, as presented. The motion was seconded by Council Member Holton. The motion passed with the unanimous consent of the City Council.

**7.0 ADJOURN CITY COUNCIL BUSINESS MEETING.**

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

The City Council Meeting adjourned at 7:18 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, December 3, 2024.*

Teri Forbes

Teri Forbes  
T Forbes Group  
Minutes Secretary

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