

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, JANUARY 21, 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 Ellen Birrell, Council Member Shawn Newell, Council Member Suzanne Hyland, Council Member Matt Holton (via Zoom)

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

1.0 WELCOME

Mayor Mike Weichers called the Work Session to order at 4:00 p.m. He noted that there are some electrical issues in the Work Room, so the meeting has been moved to the City Council Chambers.

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

The Business Meeting agenda items were reviewed and discussed. Mayor Weichers reported that City Manager, Jared Gerber, would lead the Pledge of Allegiance. Though the agenda lists Proclamations, there are not any, so the meeting will then move to the City Council Committee Reports. After that will be the Citizen Comment period. There are two Standing Quarterly Reports, including one from the Police Department and one from the Public Works Department.

There were four Action Items on the Business Meeting agenda, including Consideration of Resolution 2025-02 – Approving Agreement with Governance Sciences Group, Inc. d/b/a/ FlashVote for Public Input Polling. That is a Staff Report item and will be discussed later on in the Work Session. The next Action Item is Consideration of Resolution 2025-03 – Approving Agreement with H.W. Lochner for Design Services. Mayor Weichers explained that this was one of the items that was discussed during the Retreat. City Engineer, Ben Nelson, reported that this relates to Highland Trail Phase 3. This portion of the trail will go from Fort Union to I-215, predominantly on the west side of Highland Drive. It essentially is a trail connector. This improves the aesthetics of the City entrances and focuses on pedestrian safety along that section. It was noted that this is a preliminary design. It indicates what right-of-way needs to be acquired if the project is to move forward as well as some design alternatives for the intersection and trail.

Council Member Birrell had questions about the Design Services Agreement. It was described in the Meeting Materials Packet as resolving traffic issues at the intersection of Highland Drive and La Cresta Drive. It is being called a trail but she wants to understand if there is a motivation to resolve some vehicular traffic issues in the area. Mr. Nelson noted that there are some pedestrian risks due to the traffic. The project design is intended to resolve some issues. Council Member

Birrell noted that there is already a frontage road. She does not understand what acquisition might be possible within that area. It was clarified that the acquisition is less along the Highland frontage area, but is in front of the area where businesses extend to the sidewalk. If an 8-foot trail is put in, there will be some right-of-way that needs to be acquired for the project.

Council Member Hyland asked for information about the aesthetics of what is being pursued. Mr. Nelson clarified that design details will be brought back to the Council and input can be shared. Currently, there is a wide frontage road with a narrow sidewalk. The idea is to expand the sidewalk, slim down the frontage road slightly, and add a landscaping plan to the area. Ideas would be generated with H.W. Lochner and then brought to the Council. Discussions were had about the cost of the design work. Public Works Director, Matt Shipp, explained that the costs mentioned are for the 30% design as well as property identification and property acquisition.

Mayor Weichers noted that it is a regional enough road that there are Salt Lake County Corridor Preservation Funds available for this project. He asked that the City be ready to apply for those. Council Member Hyland believes this process will prepare the City for the grant application funds. Mayor Weichers confirmed this and explained that the design needs to be done in order to apply.

The next item on the Business Meeting agenda was Consideration of Resolution 2025-04 – Approving the First Amendment to an Agreement with CMT Technical Services, Inc. for Engineering Design Services. Mr. Nelson explained that it is a project to rebuild the Steffenson neighborhood. CMT did the engineering, design, and construction management for the Town Drive area last year. This is an amendment to their contract and adds the Steffenson neighborhood.

The last Action Item on the agenda was Consideration of Resolution 2025-05 – Approving and Ratifying the Appointment of a City Recorder. Mr. Gerber noted that this was discussed at the retreat. Deputy City Recorder, Tiffany Janzen, has agreed to accept the position. This will separate the duties a bit, as Records, Culture, and Human Resources Director, Barbara Higgins, is currently handling that work. The shift will make everything more effective and efficient.

3.0 HEALTH DEPARTMENT REPORT – Dorothy Adams and Tom Hudachko, Salt Lake County Health Department.

Mayor Weichers welcomed the Salt Lake County Health Department to the Work Session. It was noted that Tom Hudachko has officially moved to his new position, so Dorothy Adams will handle the presentation. Several other team members were also present at the Work Session. Ms. Adams reported that she is new to the position as the Executive Director, but has worked for the Health Department for the last 37 years. She stressed the importance of connections to communities.

The Health Department has nearly 500 employees and four different divisions. Environmental Health works closely with Code Enforcement Officers and covers water quality, hazardous waste, food protection, and air quality. Clinical Services provides immunizations and outreach. There is also Epidemiology and Population Health, which is case investigation, and there is Community Health. Since the COVID-19 pandemic, there has been an emphasis on connecting to data, having more timely data, and allowing communities to access that information. Ms. Adams noted that

Cottonwood Heights was involved with the Utah Wellbeing Project. From that survey, it identified air quality, water supply, and water quality as being the main concerns of citizens in the City.

Ms. Adams shared the Healthy Salt Lake dashboard, which can be accessed through the Health Department website. It was noted that users can look under Census Place to find the dashboard that is specifically curated for Cottonwood Heights. Ms. Adams reported that the information listed has come out of data collected from healthcare systems. Most indicators will compare Cottonwood Heights to Utah as a whole and then to the United States as a whole. There are a variety of topics that can be examined, including chronic disease and mental health. A number of data sources are used and all of the data sources are listed on the website for reference. This is a useful source of information and can be beneficial when it comes to determining City priorities.

There was recently a Community Health Assessment conducted, which was for the whole County. From that Community Health Assessment, a Community Health Improvement Plan will be developed. Ms. Adams explained that the intention is to be a resource for communities. It is sometimes hard for citizens to know what services the Health Department provides. She is open to hearing different ways to more intentionally interact with the City and better outline the services available. In the past, there have been monthly newsletters distributed and Health Department employees have attended various City Council Meetings throughout the County. The needs in each community will be different, so her goal is to focus on outreach and what will be useful.

Council Member Newell asked if all of the services are connected to 211. Ms. Adams confirmed this. There is also a resource list that is available on the website. In February, there will be attendance at the Police Department and Code Enforcement Officer meetings to make them aware of that resource list. During the Community Health Assessment, there were meetings with Code Enforcement Officers throughout the County and it was noted that there was difficulty understanding where the different services are available. That resource list is an educational tool.

Council Member Birrell noted that there is a unique challenge in the community, which is the gravel pit operation on the eastern edge of Cottonwood Heights. The noise, light pollution, and air quality are all areas of concern. She is often asked whether property inspections are being done. As the City thinks about health, she stressed the importance of considering those operations. Ms. Adams noted that it is important to consider health impacts when zoning decisions are made.

Mayor Weichers reported that he serves on the Board of the County Board of Health. Ms. Adams has done an excellent job in the position so far. He has enjoyed learning more about what the County does in this department and how many people are helped with the services.

4.0 FAYO MANAGEMENT PRESENTATION – Farzad Mohebbi and Larry Christensen, FAYO Management.

Mayor Weichers reported that Staff and the Mayor have met with FAYO Management, who took over the Mountain America Credit Union building on 3000 East. FAYO Management has come in with some design and development opportunities for a property on 3000 East, including the building that they are currently in. FAYO Management has been asked to come in and share a presentation. Farzad Mohebbi introduced himself to the City Council as well as the owners of

Market Street Grill. Mr. Mohebbi explained that he has been a resident of Utah for nearly 50 years. His development company works on developing various commercial and industrial properties.

Mr. Mohebbi explained that office buildings have become less occupied in recent years since more people are working from home. The area where the bank building sits and the adjacent parking owned by Market Street Grill could be a suitable location for high-end luxury condominiums. He shared a design rendering with the City Council and noted that AE Urbia Architects and Engineers was hired to create the renderings. The project would provide a solid tax base but also provide a mix of uses, including condominiums and some retail or commercial space on the bottom floor. Based on the current design, there could be approximately 230 units with an underground parking structure. That will allow each unit to have one to two dedicated parking spaces. He believes this project could address some of the housing needs in the City. The request is to obtain a special development permit or zoning in order to move forward with the project envisioned.

Council Member Hyland asked about the anticipated height of the building. Mr. Mohebbi reported that there are seven stories anticipated. Community and Economic Development Director, Michael Johnson, reported that six-story buildings range in height based on the ceiling heights, but are normally between 80 feet and 90 feet. This looks to be slightly larger than that and has more stories. Residential stories are slightly different than office building stories. Council Member Hyland wanted to know if an estimated height could be shared with the Council. She does not want to see anything that is out of character with what already exists in the area. Mr. Johnson noted that the Cornerstone building was permitted by the City, so those permits can be pulled for reference. Council Member Hyland wants whatever is built to remain in character.

Mr. Mohebbi explained that a luxury high-end condominium should ideally have high ceilings in each unit. He mentioned the housing to the south but noted that this property is well below that area, and it is unlikely that the height will notably impact those residents. Directly across from the property, most of the buildings are on the hillside. The height will provide aesthetically pleasing views for those on higher floors of the condominium building. There will be some City views as well as some mountain views offered. Council Member Hyland was curious about how this proposal would impact the homes to the south. It was not believed this would block those homes.

Council Member Birrell explained that her concerns have to do with what this does to existing residential areas nearby as well as the trail. She would like to see how the proposal would impact those utilizing the multi-use path. For example, where the building might create shadows. Mr. Mohebbi stated that the trail is one of the key features because everyone likes to be near a walking trail. It would be a wonderful asset to the residents of the building. Council Member Birrell feels it is the responsibility of the Council to think about how this will impact those who use the trail. Mr. Mohebbi noted that there are a lot of trees there and there is not a lot that can be seen when walking past the Market Street lot line. Additional renderings were shared with the City Council.

Council Member Hyland asked what would happen to the overflow Market Street parking. Mr. Mohebbi explained that parking has already been secured across the street and there is a sidewalk so people can walk across. Mayor Weichers asked that information about the planned

amenities be shared. Mr. Mohebbi reported that the most desired amenities are a gym and a spa. It is anticipated that there will be a pool, jacuzzi, and a gym, as well as a lobby that could have a spa business. Both residents and members of the public could enjoy the spa location.

Council Member Birrell asked for additional information about the units that are envisioned. Mr. Mohebbi reported that the plan is to have one-bedroom, two-bedroom, and three-bedroom units. There will most likely be three levels of two-bedroom units, some of which will be luxury two-bedrooms with a small den or office as well. There will not be a lot of one-bedroom units. The units will typically be between 1,400 and 1,700 square feet for two-bedroom units and between 2,000 and 2,220 square feet for the penthouse and three-bedroom units. Council Member Hyland asked whether rentals would be restricted. Mr. Mohebbi explained that there have been discussions about that. There is no desire to see short-term rentals, but these will be units for sale. The owners could lease them on a long-term basis if that is desired, which would be for six months or longer. Council Member Birrell asked if there would be a requirement that a percentage of the units be owner-occupied. Mr. Mohebbi stated that the plan is to have the majority be owner-occupied.

Council Member Hyland asked what is shown in the middle of the aerial design rendering. It was noted that there will be a courtyard in the center. Council Member Hyland pointed out that if there is a pickleball court, there will likely be noise complaints. The units on the bottom few floors would likely need to be soundproofed, as the sound will ricochet off of every hard surface in the center. Mr. Mohebbi pointed out that this is a preliminary design. He is a condominium owner in two different cities outside of Utah. He intends to build something he would want to live in.

Council Member Birrell wanted to know what the anticipated price point is for the units. Mr. Mohebbi is not certain at this point. For them to pencil in, it could be between \$700,000 and \$1.5 million, depending on the square footage and the views. Council Member Newell was excited about the project when he first heard about it because it will benefit some of the commercial businesses across the street. In addition, it will benefit the hotels across the street, as visitors will come to visit residents living in the condominium building. Mr. Mohebbi believes the building will add to the area. The location is excellent for a project like this.

Mayor Weichers asked about the desired timeline. Mr. Mohebbi wants this to move forward as quickly as possible. A lot of time has been spent on the design work so far. He shared information about some of his other developments and the processes that took place. Every project he has done has moved fairly quickly. Mr. Mohebbi explained that this is because he does not finance, so the developments are not at the mercy of investors. He has a solid track record and wants to see this project move forward in Cottonwood Heights. Mayor Weichers reported that there is a Sensitive Lands Ordinance that will need to be looked at closely in terms of riparian and floodplain.

Mayor Weichers wanted to know what options there are for the City Council to consider. Mr. Johnson reported that there is not a straight path forward. The current zoning is the Office, Research, and Development (“ORD”) Zone. There are issues as far as the actual use in that zone as well as the building height and massing proposed. A rezone to another zone would still place a limit of three or four stories. This is not in one of the PDD areas, so that is not an option unless there is an amendment to the PDD map. In order for this to move forward, there needs to be a

reconfiguration of an existing zone, the creation of a new zone on the site, or a Site-Specific Development Agreement. If the City Council is interested in the proposal, his recommendation would be to start the review process at a Staff level. The property could then be screened for sensitive lands, stormwater retention, storage, traffic impacts, and other development impacts.

Mr. Mohebbi reported that GSH Geotechnical Consultants have done all of the geotechnical work for the entire complex. Mr. Johnson noted that with the floodplain there, a process will need to take place to analyze where the groundwater is located and a technical review will need to happen. Mr. Mohebbi noted that there is a 30-foot setback from the creek. As far as the groundwater goes, according to GSH Geotechnical Consultants, every piece of the parcel has been studied.

Mayor Weichers noted that there was a comment made earlier that the bottom level would include retail. He asked about the square footage available for that use. Mr. Mohebbi explained that there is no square footage determined for the retail at this time. It will ideally involve uses where there are few customers at a time, so there are no parking and traffic issues created. He believes approximately 10,000 square feet have been set aside for retail uses, but that could change in the future. It was noted that the use could also be office, as long as there is not heavy traffic created. Mayor Weichers is intrigued by the proposal and feels it might make sense in the area. Discussions were had about the next steps in this process. Mr. Johnson reported that if there is a willingness to move forward with this on a concept level, then Staff can work with them to initiate an application process. The preliminary technical review can then start, which might answer some questions. Once that review has been completed, there can be another presentation made to the City Council.

Mr. Mohebbi explained that there have been discussions about the height and number of units to see what it will take for this project to pencil in. To reduce an entire floor would likely destroy the project. He reiterated that what is proposed will not really impact the surrounding buildings. Council Member Birrell noted that viewshed is extremely important. She suggested taking steps to determine what the height impacts would be. Mr. Mohebbi noted that there is no one to the east, north, or west. To the south, on the hill, there are a few homes that could be impacted. All of the hotels are above the lot and to the north there are office buildings. The elevations can be shared in the future. Mayor Weichers thanked all who attended the Work Session to discuss this matter.

5.0 STAFF REPORTS

5.1 EV/Bicycle Parking Ordinance Discussion – Community and Economic Development Director, Mike Johnson.

Associate Planner/Sustainability Analyst, Ian Harris, presented EV Incentives Discussion presentation slides. Some background information was shared. He reported that in 2023, direction was received from the City Council to draft EV Readiness and Bicycle Parking Ordinances. EV adoption was referenced a few times in the Interlocal Sustainability Action Plan that Samantha DeSeelhorst formulated in association with Cottonwood Heights, Holladay, and Millcreek. EV readiness is generally defined as having the electrical wiring completed in a parking stall during property development, without having an actual charger in place. That was done with City Hall,

so the wiring was completed. Once a grant was received, the chargers themselves were installed. The cost was significantly less than it would have been if the wiring needed to be done after all of the work for the parking lot was completed, so there are cost savings with EV readiness.

After some initial research was conducted, there was a partnership with Utah Clean Energy and other cities, such as Ogden, Moab, Summit County, and Millcreek. The partnership was to assist with the research and drafting of these ordinances. Some early concepts were presented to the City Council in Summer 2024 and direction was received to pursue more incentive-based options. City Staff has now come back to the Council to present some different incentive-based options.

Mr. Harris shared some research with the Council. In 2025, a lot of experts predict that the number of EV and hybrid sales will jump to 25% of the new vehicles sold. Sales of EVs slowed significantly through most of 2024 but jumped significantly in Q4 of 2024. Automakers are continuing to invest in developing new EVs and plug-in hybrid models. Mr. Harris reported that there are significant cost savings if the EV readiness wiring is done before a parking lot is constructed.

Four different incentive options were shared with the City Council. Mr. Harris reported that the first option is an expedited permit process, which is something that other cities have done. Staff would establish a policy of faster review turnarounds for building or land use development projects that incorporate EV readiness as part of their project. Based on research, Staff does not believe this would result in any State Code violations. For example, Salt Lake County offers an expedited permit review for two times the regular fee. Staff believes this is a feasible option. Mayor Weichers asked how this would impact Staff reviews. Mr. Johnson explained that this would only apply to new development, so an expedited review process is feasible for City Staff.

Another incentive option is a parking requirement reduction. Staff would draft a zoning text amendment exempting developments from parking requirements for incorporating EV readiness into their project. Alternatively, Staff could reduce parking requirements by a percentage depending on how much EV-ready infrastructure is installed. Staff believes this is a less feasible option, given that the City's parking minimums are already low compared to neighboring cities and EV usage does not directly impact total parking demand, but this is done in some other cities.

An option that is a bit more feasible is a permit fee reduction. A percentage of Building Permit fees or land use application fees could be waived or refunded to applicants that incorporate EV readiness into their project. This could be scaled for development size. Before adopting, Staff would study the revenue derived from permitting and advise the Council on the impacts. Staff believes this to be a more feasible option. While Staff does not believe the impact would be significant to Building Permit revenues, a study would be provided to the Council prior to drafting a fee policy.

The last option that the Council was being asked to consider is a sustainability menu. Mr. Harris explained that Staff could develop a sustainability menu, which is a common way cities encourage or require sustainability elements in new development projects. The menu would be adopted into code and would include a list of options for applicants to select from. EV readiness could be one of many elements and this could also include other incentive options. Other options could be

enhanced water-wise landscaping, enhanced use of outdoor lighting best practices, utilization of solar panels, and so on. This option could also be limited to targeted areas or zones in the City. Staff believes this to be a moderately feasible option. Given that this type of code typically includes a menu of options for applicants to choose from, there would be a greater scope than EV.

A survey of the development community that was done in 2007 found that density bonuses and expedited permit processing were the most preferred of the various incentives offered. As a result, many cities have adopted those incentives. Staff believes the most feasible options are permit fee reductions and expedited permit processing. Many major cities have adopted these policies, including Chicago, San Diego, and Cincinnati. Prior to implementing any incentives, as directed by the City Council, Staff could conduct a more detailed study to determine the impacts each would have. Staff could also explore additional incentive ideas, as recommended by the Council.

Mr. Johnson noted that the concept of a permit fee reduction is not dissimilar to the Flip Your Strip program. There are resources out there that incentivize property owners to convert landscaping. The idea of a sustainability menu does exist in a way in the PDD, as it is part of the PDD application process. During that process, a list of the sustainable design practices is submitted.

Mayor Weichers asked if there was any concern about a fee reduction. Administrative and Financial Services Director, Scott Jorges, was not certain about the amount of money this brings into the City. Mr. Johnson reported that the Building Code mandates a Building Permit fee. There is also a Zoning Review fee. He does not believe the impact on the City would be drastic based on the permit activity and permit types. Mayor Weichers reminded the Council that during previous discussions on this matter, he had some hesitation about requiring EV readiness in new development, as he believes it is a market issue. That being said, he supports some incentives.

Council Member Newell asked how this would impact the Hillside Plaza project. Mr. Johnson explained that Hillside Plaza is unique because the City owns that. It does not make sense to charge permit fees for City projects. Those fees were not charged for City Hall or the Public Works building. With public projects like that, there is no permit fee element, so a fee reduction or permit processing incentive will not apply as directly to the Hillside Plaza project.

Council Member Hyland noted that there has been a lot of discussion about density bonuses from the Legislature. Mr. Johnson confirmed that it is an aggressive option, but he does not necessarily recommend it as a first step in this process. However, if it is something the Council is interested in, that can be explored further. Mayor Weichers views a density bonus as additional height.

Council Member Hyland believes the expedited review process would be a meaningful incentive for a developer. Mr. Harris noted that the City turnaround is generally faster than what State Code requires, but having a guarantee might be enticing to a developer. Council Member Birrell asked how the City compares with other mid-size cities in Salt Lake County. Mr. Harris reported that Salt Lake City has taken the first steps in EV readiness requirements for new development. Summit County is a municipal body of a similar size to Cottonwood Heights and received a positive recommendation from their Planning Commission about EV readiness requirements.

Mayor Weichers asked whether Salt Lake City chose to focus on requirements or incentives. Mr. Harris reported that Salt Lake City chose to adopt a requirement in 2023. To his knowledge, in Utah, only Salt Lake City and Park City have moved forward with requirements. Council Member Birrell noted that there is a sustainability goal set in the City. As a result, she would like there to be requirements rather than incentives. Her preference would be to prioritize the sustainability goals. Council Member Birrell does not like the idea of rebates due to impacts on the budget. She likes the idea of an expedited review process. Mr. Johnson thanked the City Council for direction.

5.2 Proposed Agreement with Governance Sciences Group, Inc. d/b/a FlashVote for Public Input Polling. City Manager, Jared Gerber.

Mr. Gerber reported that after the last Council discussion, Staff made some phone calls and there was a presentation from another survey group. He recognizes that there are some concerns about the length of the contract and the format. The idea is to further discuss that during the Work Session. He asked FlashVote about a one-year contract. FlashVote confirmed that there can be a one-year contract, but there would be an additional \$3,000 set-up fee. The price would be locked in for two years if the City decided to renew after those two years. He clarified that the \$3,000 set-up fee is waived if a three-year contract is signed. Council Member Newell asked about the number of surveys there would be during the two-year period. Mr. Gerber explained that the contract states there would be six surveys per year. These are smaller surveys with three to five questions rather than longer and more intense surveys. Council Member Hyland stressed the importance of receiving feedback from members of the public.

Council Member Birrell feels it is advantageous to have three to five questions. The surveys that were done through Y2 Analytics were fairly long. Having numerous short surveys on a specific topic might be more useful and could increase the participation levels. She asked if the same group of people are used for more than a six-month or 12-month period of time. Mr. Gerber explained that they try to establish a pool of people. The City will use the different channels to encourage residents to sign up. Council Member Birrell pointed out that Y2 Analytics used the list of registered voters. She wants to know where FlashVote would obtain the list of names. Mr. Gerber clarified that Cottonwood Heights will share information with residents wherever possible. Council Member Birrell noted that the approach being discussed is not a scientific one. Council Member Hyland had the same concerns, but according to FlashVote, there is an initial pool that is then examined for deficiencies based on the demographics and geographic areas of the City.

There was additional discussion about the demographics. Council Member Hyland reached out to a member of the Sandy City Council because Sandy uses FlashVote. It was recommended that there be a policy in place so either a small committee or an individual is making decisions about the topics. That committee or individual can review the questions. Council Member Birrell had a problem with the Y2 Analytics survey because not all of the questions were ones she supported.

Mayor Weichers explained that the City can have a three-year contract that is \$10,000 per year, which would be \$30,000 over a three-year period for six surveys per year. If the City chooses to have a contract for a single year, there would be a cost of \$13,000 for one year. Mr. Gerber confirmed this and reiterated that FlashVote has committed to keeping the renewal at \$10,000 for

the next two years if the City chooses to renew the contract. Council Member Hyland thought it made more sense to have a one-year contract in order to determine whether or not this is useful.

There was discussion about the survey questions and whether or not the City would have the ability to finalize them. Mr. Gerber explained that FlashVote will make sure there are no biased questions. The intention is to have questions that are as neutral as possible. It is possible to schedule another Work Session presentation from FlashVote. Mayor Weichers would feel more comfortable with another Work Session on this before a vote. City Attorney, Shane Topham, explained that the item could be continued to a future City Council Meeting. If there is a desire to continue it to two City Council Meetings from now, that can be stated in the motion language.

6.0 REVIEW OF CALENDAR AND UPCOMING EVENTS.

- 6.1 January 3 to 30 – Asian Arts and Culture Exhibit, Monday through Friday from 8:00 AM to 5:00 PM at City Hall.**
- 6.2 January 25 – Chinese New Year Celebration from 10:00 AM to 12:00 PM at City Hall.**
- 6.3 February 25 – Short-Term Rental Town Hall Meeting – 6:00 PM at City Hall.**

The calendar items were reviewed and discussed.

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

MOTION: Council Member Newell moved to RECESS the City Council Work Session and go into a Closed Meeting to Discuss Litigation, Property Acquisition, and/or the Character and Professional Competence or Physical or Mental Health of an Individual. The motion was seconded by Council Member Hyland. The motion passed with the unanimous consent of the Council.

8.0 ADJOURN CITY COUNCIL WORK SESSION.

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

The Work Session adjourned at approximately 5:40 p.m.

MINUTES OF THE COTTONWOOD HEIGHTS COMMUNITY DEVELOPMENT AND RENEWAL AGENCY BUSINESS MEETING HELD TUESDAY, JANUARY 21, 2025, AT 6:45 PM IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH

Members Present: Mayor Mike Weichers, Board Member Ellen Birrell, Board Member Shawn Newell, Board Member Suzanne Hyland

Staff Present: City Manager, Jared Gerber; Records, Culture, and Human Resources Director, Barbara Higgins; Community and Economic Development Director, Michael Johnson; Public Works Director, Matt Shipp; Police Chief, Robby Russo; Administrative and Financial Services Director, Scott Jurges; Tiffany Janzen; IT Manager, Matt Ervin

1.0 WELCOME

Mayor Mike Weichers called the Community Development and Renewal Agency (“CDRA”) Meeting to order at approximately 6:45 p.m. As the Mayor of Cottonwood Heights, he serves as the Chair of the CDRA with members of the City Council serving as members of the Board.

2.0 Consideration of Resolution 2025-02 - Electing Officers and Appointing Staff.

City Manager, Jared Gerber, reported that there was a change in the Secretary and Assistant Secretary positions. However, this is also an annual renewal that is done for the CDRA. It appoints the officers of the CDRA. As Chairman, there is Mike Weichers, the Vice-Chairman is Shawn Newell, the Chief Executive Officer is Jared Gerber, the Secretary is Tiffany Janzen, the Assistant Secretary is Barbara Higgins, and the Treasurer is Scott Jurges. This is the annual renewal and reappointment.

MOTION: Board Member Newell moved to APPROVE Resolution 2024-02 – Electing Officers and Appointing Staff. The motion was seconded by Board Member Hyland. Vote on Motion: Board Member Hyland-Aye; Board Member Newell-Aye; Board Member Birrell-Aye; Chair Weichers-Aye. The motion passed with the unanimous consent of the Board.

3.0 APPROVAL OF MINUTES

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

5.0 ADJOURN

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

The CDRA Meeting adjourned at 6:48 p.m.

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HELD TUESDAY, JANUARY 21, 2025, AT 7:00 PM IN THE COTTONWOOD HEIGHTS
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Staff Present: City Manager, Jared Gerber; Records, Culture, and Human Resources Director, Barbara Higgins; Community and Economic Development Director, Michael Johnson; Public Works Director, Matt Shipp; Police Chief, Robby Russo; Administrative and Financial Services Director, Scott Jorges; Deputy City Recorder, Tiffany Janzen; IT Manager, Matt Ervin; Police Support Services Manager, Candie Terry

1.0 WELCOME

Mayor Mike Weichers called the City Council Business Meeting to order at 7:00 p.m.

2.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by City Manager, Jared Gerber.

3.0 PROCLAMATIONS

There were no proclamations.

4.0 CITY COUNCIL COMMITTEE REPORTS

4.1 Committee Reports by Council Member Matt Holton.

Council Member Holton was not present.

4.2 Committee Reports by Council Member Suzanne Hyland.

Council Member Hyland reported that she attended an Emergency Management Committee Meeting earlier in the day. She was grateful for the readiness in the City in the event of an emergency. The Certified Emergency Response Training (“CERT”) that was supposed to start in January has been canceled due to lack of interest. That is an important training and it will be offered in the future. Council Member Hyland continued to work with the Short-Term Rental Committee. There will be demos from software compliance companies who can help to identify short-term rentals in the City and work on increasing compliance with existing ordinances. There will be a Town Hall on February 25, 2025, at 6:00 p.m. in the Community Room. At that time, residents can share comments about what they want to see done as far as short-term rentals.

4.3 Committee Reports by Council Member Shawn Newell.

Council Member Newell reported that January is a quiet month for most of the committees that he serves on. He discussed the work of the Arts Council and noted that there is the Asian Arts and Culture Exhibit in City Hall. On January 25, 2025, there is also a Chinese New Year Celebration at City Hall. He encouraged residents to attend the celebration, which will be from 10:00 a.m. to 12:00 p.m. Council Member Newell serves on the Canyons School District Education Foundation. The Teacher of the Year for Canyons School District will be celebrated on April 15, 2025. Additionally, there will be a Fun Run in May. On March 25, 2025, there will be a gala for the Canyons School District, which is a fundraiser for the scholarships. It is a wonderful event and it is still possible to purchase tickets. Council Member Newell reported that he serves on the South Valley Chamber of Commerce Board as an Ex Officio Member. He reminded businesses that there is an opportunity through Cottonwood Heights to become a member of the chamber.

4.4 Committee Reports by Council Member Ellen Birrell.

Council Member Birrell mentioned the fires in California. She informed those present that the City works closely with the Unified Fire Authority (“UFA”), Police Department, and Emergency Management to look out for the residents of Cottonwood Heights. She has had constituents contact her with fire concerns. As for the challenges on snow mornings, there was a closure in the canyon a few weeks ago. That closure severely impacted the residential roads. The Police Department is actively communicating with the Waze app designers so in those instances, it does not route vehicles on alternative routes, such as Danish Road. Measures are being taken to reduce the impact on snow mornings, especially when the canyons are forced to close.

Council Member Birrell referenced the Association of Municipal Councils. The 2025 season is starting and she will meet once a month with one or two Council Members from other cities. Council Member Birrell is also a liaison with the Youth City Council and tomorrow, UTA bus route 200 will be taken to the Capitol Building. Youth City Council Members will interact with Legislators and will enjoy a luncheon. Council Member Birrell represents the City on the Parks, Trails, and Open Space Committee and the subcommittee on active transportation. Everyone on that Committee and subcommittee is working hard to look out for the interests of the community.

4.5 Committee Reports by Mayor Mike Weichers.

Mayor Weichers reported that he serves as a UFA Board Member. For the last few years, he has served as the Chair of that Board. It is usually a two-year term, but he has been asked to stay on for another six months, which he has agreed to do. He has learned a lot about what is done for public safety and is grateful for the service that UFA provides to Cottonwood Heights residents. Eight members from UFA went out to Los Angeles to assist with the firefighting efforts there.

The Legislative Session begins today and over the next six or seven weeks, there will be a lot of discussions about the bills that might be proposed and passed. The City works diligently with the Utah League of Cities and Towns (“ULCT”) and has two paid Lobbyists who look out for the interests of Cottonwood Heights. His recommendation is to pay attention to what is proposed.

Mayor Weichers serves on the Board of the Salt Lake County Health Department, which is a three-year appointment. He will continue to serve until the end of June. Executive Director, Dorothy Adams presented to the City Council during the Work Session earlier in the evening. The purpose of the visit was to let Council Members know what the Health Department does. He shared a summary of some of the work done by the Health Department. Work is done every day to prevent illness, injury, and disease while addressing social, economic, and environmental factors that impact overall health. Their efforts include immunizing children, inspecting restaurants, preventing tobacco access to minors, encouraging physical activity and proper nutrition, protecting the water and air, and collaborating with community partners on public health.

5.0 CITIZEN COMMENTS

Mayor Weichers opened the Citizen Comment period.

Maggie Mills shared information about the Whitmore Library. On Mondays, Tuesdays, and Thursdays, there is pre-school programming available. There is a Chess Club for all ages on Wednesday nights at 6:00 p.m. It used to be specifically for children, but now it is for everyone.

Elaine Greaves explained that she is a resident of District 1, but was present to represent over 300 people who have signed a petition regarding the removal of the no parking from 2:00 a.m. to 6:00 a.m. provision at Hillside Plaza. At the meeting on December 3, 2024, when she first mentioned this issue, she was informed that there would be outreach from a member of City Staff. However, there was none. She would like to know who created this policy and the reason for the policy. Towing vehicles there between 2:00 a.m. and 6:00 p.m. seems to target patrons of The Huddle Sports Bar and Grill. That is a location where a patron might need to leave their vehicle. This policy came into effect without anyone knowing and it was not requested by the business owners. It makes sense for someone to leave a vehicle overnight if necessary and be responsible rather than punished. The company that is towing the vehicles is based in Provo, which is where vehicles need to be retrieved. That means someone has to find a ride to Provo and pay a fine of \$500 cash. Ms. Greaves asked that the provision be removed so someone can leave their vehicle if needed.

Mayor Weichers apologized that no one from the City reached out to her after the last comment she shared. He would ensure that someone reaches out to her to discuss this matter further.

Runar Boman shared comments about pedestrian roadway safety. This is something that was discussed at recent City Council Meetings. It is also a relevant topic with the fatalities on Wasatch Boulevard and Fort Union Boulevard. He frequents the areas where those accidents happened and knows them well. Those areas are dark and there is no light in the evening hours. The motorists involved in those accidents did not see the individuals until it was too late. The common theme is that it was dark and the pedestrians were not visible. It makes sense that the focus shifts to additional lighting along the roadways. He asked that resources be dedicated to proper lighting.

Mayor Weichers reported that he has visited all of the schools in Cottonwood Heights over the last few months. He utilized the announcement system to speak to students and let them know that pedestrians play a role in pedestrian safety. It is important to make eye contact with drivers and ensure that drivers are slowing down and stopping before they walk through the crosswalk. He

also suggested that bright clothing be worn when it is dark out and to cross carefully. There is a desire for the roads to be as safe as possible and for pedestrians to focus on safety as well.

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

6.0 STANDING QUARTERLY REPORTS

6.1 Police Department Report – Police Chief Robby Russo, Support Services Manager Candie Terry.

Police Chief, Robby Russo and Support Services Manager, Candie Terry, were present to share the Police Department Report with the City Council. The December 2024 Statistical Report was reviewed. Ms. Terry reported that in December, there were 1,312 calls for service and 325 on-view calls for officers. As for the calls for service by district, she stated that District 1 had 480, District 2 had 184, District 3 had 320, and District 4 had 181. The December response times were reviewed. Priority 1 calls had an average of 5:25, Priority 2 calls had an average of 6:27, and Priority 3 calls had an average of 9:54. However, the officer arrival times are lower than that.

Mayor Weichers noted that there seems to be a two-minute gap once there is a connection with dispatch. He asked whether that could be improved. Chief Russo reported that the number has actually come down a lot. That is the time it takes for the operator to put the information into the system. VECC monitors this and has to meet certain standards and guidelines. Ms. Terry next reviewed the Overall UCR Crime View data for the month. There were 14 assaults, three burglaries, 38 thefts, and two stolen autos. There were 46 arrests in December and three juvenile arrests. The total statistics for 2024 were included to illustrate how Cottonwood Heights compares to other cities in the valley. In 2024, there were 432 bookings into the Salt Lake County Jail. For comparison, Draper had 384, Herriman had 155, Riverton had 151, and South Jordan had 426. Cottonwood Heights had more bookings than all of those agencies. Chief Russo is proud of the number because it means those committing crimes in the City are being held accountable. Mayor Weichers asked if there are statistics to show whether those committing crimes in the City actually live in Cottonwood Heights. It was noted that the data is not currently available. Chief Russo asked if that is something that the Council would like them to gather, which was confirmed.

Ms. Terry reported that for traffic citations, there were 258 and 276 warnings. There was one DUI last month. Mayor Weichers likes that the Police Department issued a lot of warnings. The citations for the last six months were shared as well as the 2023 and 2024 statistics. As for accidents, there were 30 property damage, four injuries, and one fatality. The three-month review of September, October, and November was shared. Ms. Terry next shared information about animal control services. Those calls for services totaled 61 and four animal citations were issued. There were no code enforcement citations in December, but there was assistance with traffic enforcement where 18 citations were issued. The animal control calls have remained fairly steady.

There were three attended deaths and four unattended deaths in December. Chief Russo explained that in the month of December, there is normally an increase in unattended deaths. Ms. Terry reviewed the property crime reports for the month. Council Member Birrell asked why the mouth of Big Cottonwood Canyon has a higher number. Ms. Terry clarified that this is related to vehicle

break-ins at the park and ride. The heat maps for the different districts were shared as well as a map for all of the citations that were issued. Ms. Terry shared information about the NAACP Salt Lake Brunch for the First Responder Awards. Two Cottonwood Heights officers were awarded.

Ms. Terry reviewed statistics related to traction. From November 15, 2024, to January 11, 2025, the traffic unit has come in contact with just under 1,400 vehicles and has denied 288 vehicles from going up the canyon. She shared some images to explain what the traction setup looks like. Chief Russo noted that there have been some questions about why that particular area was chosen. It is because it is the safest area given the roadway. It was noted that vehicles can be moved to the side.

On Thursday, January 16, 2025, the Traffic Unit held a Utah Department of Transportation (“UDOT”) sticker checkpoint at the park and ride located at the mouth of Big Cottonwood Canyon. 214 stickers were issued in four hours. Another sticker checkpoint is planned in the next week or so because many were asking about it on Saturday when the canyon was closed. Chief Russo reported that there will be a press release issued so more people are aware of the event.

Some Cottonwood Heights Police Department statistics for the Detective Division were shared. 174 cases have been assigned to the Detective Division. 132 cases have been screened. 56 of those are felonies and 76 are misdemeanors. In the Records Division, details about some of the individual employee work were shared. For example, Jasmina released 554 reports through 477 GRAMA requests, Emma screened 139 cases to the 3rd District and Holladay Justice Court, Emily booked 686 items for evidence and assisted in a homicide case, and Erin processed 996 citations and 753 warnings. Some notable cases were shared, including one related to a repeat offender.

Ms. Terry discussed the upcoming Citizen’s Academy. Anyone interested in joining can contact the Records Office. Classes will start on February 26, 2025, and will take place every Wednesday evening from 6:00 p.m. to 9:00 p.m. for 10 weeks. She would love to see more people join. The Safety Message for the month is on suicide prevention. Utah ranks seventh in the nation for suicides, so anyone who needs help or knows someone who needs help is encouraged to reach out.

6.2 Public Works Report – Public Works Director Matt Shipp, P.E.

Public Works Director, Matt Shipp, shared the Cottonwood Heights Public Works Quarterly Report. Typically, at this time of year, a lot of information about snow would be shared, but there have only been 12 events at this point. Those 12 events have not resulted in a lot of snow, but have been more related to ice. In November, there were only a few events. There were three events in December and there have been six events so far in January. Having fewer snow events is good in terms of the budget, but is not ideal when it comes to snowpack and the drought situation. However, there is still the remainder of January and February. The mountains are doing very well.

Mayor Weichers reported that this is the first year that all of the trucks can leave at one time when there is a snow event. Mr. Shipp explained that the first round-out is now an hour and a half shorter. The weather is monitored, and based on the reports, the trucks are loaded. The trucks then sit in the shop where they are prepared and ready to be used when the snow event occurs.

Mr. Shipp shared some project updates with the Council. He reported that for the 1700 East project, all active construction work is complete. There is some minor clean-up that will happen in the spring. As for the Fort Union sidewalk, that is complete. The trail will be completed in the spring when the weather allows for paving. He discussed the Supernal project and noted that the final walkthrough with the resident will take place next week. There have been some issues related to the Cypress Way sidewalk and that sidewalk construction will begin this week.

For the King Hill storm drain, which is at approximately 60% design. The Steffenson neighborhood rebuild was mentioned. The Council will deliberate and discuss the contract later in the meeting for the reconstruction. As for the Fort Union Traffic Study, the intersection of Fort Union and 2300 East traffic analysis is being finalized and will be presented at a future Work Session. Mr. Shipp shared information about the Scottish Drive Project. He explained that stormwater projects are being generated from the study. Some capacity issues are causing flooding. The Danish Speed Study is something that has been talked about previously. There will be a report prepared and presented to the City Council next month and it will include demonstration ideas.

Mr. Shipp reported that the Storm Drain Master Plan will be updated. There have been previous discussions about the Safe Streets For All (“SS4A”) program. The City is waiting on the contract from the Federal Highway Administration (“FHWA”). From there, the Council will deliberate about how to move forward. As for the Creek Road sidewalk, it is more of a funding issue. State funding was received for that, but it is a matter of the match. The Highland/Bengal intersection project was discussed. During the retreat, Council Members asked for some of the schematics so there could be a more robust discussion on the layout. That information will be brought forward to the City Council in the future. Highland Trail Phase 3 is also on the current agenda.

Additional project updates were shared, but it was noted that these are outside of their jurisdiction. Mr. Shipp reported that there is the Cottonwoods Connection, Cottonwood Improvement District Connection, UDOT Fort Union and Wasatch project, and the UDOT Bengal and Wasatch project. He stated that there will be some lane closures related to the Fort Union and Wasatch work and that the information will be shared on social media. As for the Bengal and Wasatch projects, the signals in those location are being upgraded. Council Member Birrell mentioned the dog park on the northeast of the intersection. As a bicyclist, it can be frightening to move through that intersection. She is interested to know what UDOT will be doing to address the safety of residents there. Mr. Shipp believes there is only lane configuration work and new lighting happening there. Council Member Birrell stressed the importance of preventative measures being taken by UDOT. The intersections are dangerous and fast-moving. There is more than can be done for safety there.

7.0 ACTION ITEMS

7.1 Consideration of Resolution 2025-02 - Approving Agreement with Governance Sciences Group, Inc. d/b/a FlashVote for Public Input Polling.

MOTION: Council Member Hyland moved to CONTINUE Resolution 2025-02 – Approving Agreement with Governance Science Group, Inc. d/b/a FlashVote for Public Input Polling to the February 18, 2025, City Council Meeting to receive a demo from FlashVote in a Work Session.

The motion was seconded by Council Member Birrell. Vote on Motion: Council Member Hyland-Aye; Council Member Newell-Aye; Council Member Birrell-Aye; Mayor Weichers-Aye. The motion passed unanimously.

7.2 Consideration of Resolution 2025-03 - Approving Agreement with H.W. Lochner for Design Services.

The was discussion about a date to continue Resolution 2025-03 so there can be a Work Session discussion. Mr. Shipp suggested that it be on the February 4, 2025, Work Session agenda. It can then be added as an Action Item for the February 18, 2025, City Council Meeting.

MOTION: Council Member Hyland moved to CONTINUE Resolution 2025-03 – Approving Agreement with H.W. Lochner for Design Services to the February 18, 2025, City Council Meeting to receive more clarification. The motion was seconded by Council Member Newell. Vote on Motion: Council Member Hyland-Aye; Council Member Newell-Aye; Council Member Birrell-Aye; Mayor Weichers-Aye. The motion passed unanimously.

7.3 Consideration of Resolution 2025-04 - Approving the First Amendment to an Agreement with CMT Technical Services, Inc. for Engineering Design Services.

Mayor Weichers noted that Resolution 2025-04 was discussed during the Work Session.

MOTION: Council Member Hyland moved to APPROVE Resolution 2025-04 – Approving the First Amendment to an Agreement with CMT Technical Services, Inc. for Engineering Design Services. The motion was seconded by Council Member Birrell. Vote on Motion: Council Member Hyland-Aye; Council Member Newell-Aye; Council Member Birrell-Aye; Mayor Weichers-Aye. The motion passed unanimously.

7.4 Consideration of Resolution 2025-05 - Approving and Ratifying the Appointment of the City Recorder.

Mayor Weichers noted that Resolution 2025-05 was discussed during the Work Session.

MOTION: Council Member Birrell moved to APPROVE Resolution 2025-05 – Approving and Ratifying the Appointment of the City Recorder. The motion was seconded by Council Member Newell. Vote on Motion: Council Member Hyland-Aye; Council Member Newell-Aye; Council Member Birrell-Aye; Mayor Weichers-Aye. The motion passed unanimously.

8.0 CONSENT CALENDAR

There was no Consent Calendar.

9.0 ADJOURN CITY COUNCIL BUSINESS MEETING.

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

The City Council Meeting adjourned at 8:14 p.m.

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, January 21, 2025.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: _____