

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, APRIL 1, 2025, AT 5:00 PM IN THE COTTONWOOD HEIGHTS CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Council Member Shawn Newell – Mayor Pro Tempore, Council Member Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland

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

**1.0 WELCOME**

In the absence of Mayor Weichers, Mayor Pro Tempore Shawn Newell called the meeting to order at 5:00 PM.

**2.0 REVIEW OF BUSINESS MEETING AGENDA – Mayor Pro Tempore Shawn Newell.**

Mayor Pro Tem Newell reviewed the Business Meeting Agenda. The meeting would begin with the Pledge of Allegiance led by Council Member Holton, followed by the citizen comment period. A public hearing regarding the proposed Budget Adjustment would be held next, then the Youth Council report. Council Member Hyland would then read a proclamation regarding Arbor Day. There would be four action items, followed by approval of the Consent Calendar.

**3.0 STAFF REPORTS**

**3.1 Moderate-Income Housing Plan – Community and Economic Development Director, Mike Johnson.**

Community and Economic Development Director, Michael Johnson presented the Staff Report and indicated that Utah State Code Section 10-9a-408 requires the City to adopt and report on a Moderate-Incoming Housing Plan yearly, and an updated plan must be adopted every five years. An updated plan must be adopted by the City Council prior to August 1, 2025. The Plan will be considered by the Planning Commission, and their feedback and recommendation will be reviewed by the City Council prior to final adoption. The purpose of the discussion was to obtain the Council’s input prior to consideration by the Planning Commission.

The State provides a menu of 26 housing strategies, of which the City must choose a minimum of three to adopt and implement. Cities that adopt five strategies are eligible for priority road funding from the Transportation Investment Fund, and Mr. Johnson suggested that the City take advantage of that opportunity.

Mr. Johnson noted that housing affordability is at the forefront of everyone’s minds. Demand and costs are increasing and a solution requires collaboration on all levels, from the federal government to local programs and private nonprofit organizations.

Affordable housing is defined as total household costs totaling less than 30% of household gross revenue. Above that threshold is considered cost-constrained housing. In response to a question from Council Member Birrell, Mr. Johnson confirmed that all housing costs like mortgage or rent payments, utilities, insurance, and property taxes are included in the 30%. The figures are based on 80% of the area's adjusted median income ("AMI"). New legislation regarding owner-occupied units now considers “affordable” to mean 120% of AMI. In response to a follow-up question from Council Member Birrell, Mr. Johnson clarified that the 120% calculation for property owners is new. Historically, affordable has been defined as 80% of AMI. However, if someone earning 150% of AMI has housing costs that are over 30% of their gross income, they are still considered cost-constrained.

The median gross household income in Cottonwood Heights is \$116,583, which equates to an affordable monthly housing cost of \$2,915. At 80% AMI, the income decreases to \$93,266.40, and affordable housing costs to \$2,332. Other affordability bands that can be targeted include 50% AMI for low-income and 30% for very low-income households. Mr. Johnson noted that the calculations change based on current AMI.

The population of Cottonwood Heights is 33,594, a 0.5% decrease from 2020, and the projected population in 2050 is 41,878. The median age is 39.1 years. In comparison, the median age in Salt Lake County is 33.8 and Utah is 31.7. Mr. Johnson noted that the final report would include demographics from neighboring cities as well. In response to a question from Council Member Hyland, it was clarified that LRB, the consultant hired to assist with the plan, provided the information based on data from the United States Census, Wasatch Front Regional Council (“WFRC”), and the American Community Survey. Both the average and median age of residents will be included in the final plan. If they were to purchase a home today, the current estimated percentage of constrained households in the City is 29.3%. Approximately 12% of households earn less than 50% AMI.

In response to a question from Council Member Birrell, Mr. Johnson stated that the data was based on owner-occupied units, not rentals. He would obtain information on rentals. Council Member Hyland stated that the data could be misleading because it could include people who do not have a mortgage. Mr. Johnson clarified that the figures are based on purchasing a home in Cottonwood Heights today, so they use today’s income and housing costs. The data shows the rising property costs, and that housing costs are outpacing income. City Manager, Jared Gerber, clarified that the figures indicate that 29.3% of current residents could not afford to purchase a home in the City today.

Council Member Birrell stated that people who no longer have a mortgage may not be able to afford to maintain their home and ultimately need to relocate. She asked if there was any inventory available or planned in the City that the gentrifying population could move into. She believes we need to highlight the benefits of keeping smaller homes that require less maintenance and use less

energy rather than focusing on new construction. Mr. Johnson stated that Staff recommends that the Council not just target new growth with its strategies. Cottonwood Heights is very land-constrained, so there will be a limit on new development. They need to consider how to ensure that housing costs for current residents continue to be affordable. Mr. Gerber stated that the Utah League of Cities and Towns ("ULCT") has been trying to make that point to legislators, but the legislature remains focused on new construction.

Council Member Birrell indicated that the city should know more about the existing inventory in Cottonwood Heights, and efforts should be made to maintain the affordable, accessible older neighborhoods. Mayor Pro Tem Newell stated that Cottonwood Heights is in a precarious spot, and he does not know how to maintain an existing property's value against the newer, larger homes. Council Member Birrell referred to a program that rewards neighborhoods that maintain a certain percentage of intact older housing by reducing or subsidizing certain maintenance costs. Council Member Hyland noted that older homes are not more energy efficient just because they are smaller, but she can see providing incentives to keep a footprint, tear down, and rebuild. Council Member Birrell stated that there are programs that subsidize those improvement costs to make homes more efficient. Mayor Pro Tem Newell noted that there are state programs available, and companies also offer incentives. However, it is up to the homeowner to find those programs. Mr. Johnson agreed that the Moderate-Income Housing Plan should include strategies that address existing housing.

The median home value in Cottonwood Heights is \$770,100. Approximately 9% of existing homes in the City were built before 1960, 50% between 1960 and 1980, and 25% between 1980 and 1999. Council Member Birrell stated that she needed to know the average square footage of homes built between 1980 and 1999 in order to interpret the data. She believed the trend toward larger homes began after 2000. Mr. Johnson indicated that he will try to locate that information.

Mr. Johnson reported that approximately 80% of for-sale and for-rent housing in the City is single-family homes. Duplexes account for approximately 2%, with the remainder being multifamily units. There are approximately 13,000 total housing units, of which 71% are owner-occupied and 29% are renter-occupied, which is in line with overall percentages in Salt Lake County. Statewide and in Cottonwood Heights, the highest demand for rental households is at the lower income bands of 30% to 50% AMI. At 80% AMI and above, availability is in line with demand. Staff is working to obtain comparison data with other cities in Salt Lake County.

Council Member Birrell stated that a developer recently told her mortgage brokers would say that the days of having less than 30% of your income going toward housing are gone, and 40% to 45% is a more realistic expectation. She believes that the Council needs to consider what that means to working families. If they do not accommodate those families, they will need to accept the amount of extra commuters on the roads.

Council Member Hyland believed the issue needs to be considered regionally. Cottonwood Heights is 10 square miles in size, and it is difficult to accommodate every income range in such a small area on the east side of Salt Lake City. She is empathetic toward the issue but believes it is a County-wide problem.

Council Member Birrell stated that if they accept that housing in Cottonwood Heights will become unaffordable to working people, they need to emphasize affordable mobility. Councilmember Birrell states that she was not advocating for building like rail or road widening, but rather for things like prioritized bus lanes utilizing lanes that already exist for electric buses to reduce congestion.. Mayor Pro Tem Newell agreed with Council Member Hyland and noted that the Utah Transit Authority ("UTA") has indicated that the City will not have the ridership to warrant increased public transportation. He expressed interest in exploring options but did not believe more public transportation was a solution. Council Member Birrell reiterated her position that commuters and residents with moderate income levels need to be considered.

Council Member Holton stated that resources are finite, and building public transit in the hope that people will use it could result in missing other opportunities to correct problems like congestion. Council Member Birrell stated that she was not advocating for building, but rather for things like bus lanes for electric buses to reduce congestion. Council Member Holton stated that he would be more open to that option if there was data to support it.

Mr. Johnson stated that there is a surplus of available for-sale housing for households that are at or above AMI. At 80% AMI and below, there is a gap between availability and need.

The current strategies defined in the City's Moderate-Income Housing Plan were reviewed next.

**1. Create or allow for and reduce regulations related to internal or detached accessory dwelling units ("ADU") in residential zones.**

Internal ADUs are permitted. Detached ADUs are also allowed, but the process is fairly restrictive.

**2. 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.**

The mixed-use zoning type allows residential development at a permitted density of 35 units per acre. That is the long-range Land Use projection for all of Fort Union Boulevard and most commercial areas of the City.

**3. Implement zoning incentives for moderate-income units in new developments.**

The Planned Development District ("PDD") Ordinance meets the requirements for this strategy. In exchange for granting flexibility in intensity, density, building heights, etc., the developer agrees to provide deed-restricted affordable units.

**4. Demonstrate utilization of a moderate-income housing set aside from a community reinvestment agency ("CRA"), redevelopment agency, or community development and renewal agency ("CDRA") to create or subsidize moderate-income housing.**

This strategy includes using tax-increment financing (“TIF”) revenue to fund a set-aside for affordable housing. Cottonwood Heights is pursuing a CRA for the Town Center, and a 10% set-aside will be required for moderate-income housing.

Mr. Johnson reviewed the City’s progress toward the above strategies.

- Two PDD projects have created deed-restricted affordable housing units.
  - The ICO apartment project near 1300 East on the west side of the City will have 21 units that are deed-restricted to 50% AMI or less. A deed restriction is recorded on the property that 10% of rented units must charge a lower rental rate to meet 50% AMI or less. Quarterly reports are submitted to verify that the requirements are being met.
  - The Northern Gravel Pit will have 15% of the total units deed-restricted to 80% AMI, which will be approximately 40 units.
- The Santa Fe Apartments have 173 units that are deemed affordable, with a mix of 50% and 65% AMI. This information is included in the yearly report, but the units are not deed-restricted so they are not guaranteed to remain affordable.
- ADUs are allowed.
  - Internal ADUs are permitted and require a license and inspection.
  - Detached ADUs are a Conditional Use and require Planning Commission approval.
  - Approximately 15 total licenses have been issued to date, including two for detached ADUs. It was noted that there are many more unlicensed units.
- Multiple commercial zones allow mixed residential housing.
  - This includes Residential Office, Neighborhood Commercial, Mixed Use, and PDD zones, as well as the upcoming form-based code.
- One community reinvestment area (Town Center).
  - The CRA budget will require a moderate-incoming housing set aside when TIF is implemented.
  - There is potential future interest in a CRA at the Gravel Pit.
- The Wasatch Choice Vision Plan shows the future vision for intensification and mixing of uses within the Gravel Pit, Corporate Center, and Park Center areas.

Mr. Johnson next reviewed other strategies the City could implement at the Council’s direction.

**Rezone for densities necessary to facilitate the production of moderate-incoming housing.**

Land Use patterns along Fort Union Boulevard and the Gravel Pit could be considered under this strategy, as well as form-based code. Most new development applications for these large sites include the desire for housing at a certain density.

In response to a question from Council Member Birrell, Mr. Johnson stated that there is overlap between some strategies. For this strategy, they would need to quantify the density that facilitates production of moderate-income housing. That would likely include smaller lots, restrictions on setbacks and parking, etc. Council Member Holton noted that there could be an argument that they already checked this box.

Council Member Holton believed it is important to make sure that Cottonwood Heights is welcome to everyone at every stage of life. If the City focuses on providing those opportunities, he asked if it would be more advantageous to have that focus in a specific area of the City. However, he believes the current residents of the chosen area of the City would be displeased with that new focus. Council Member Birrell reiterated her opinion that they should focus on transit and commuters and discussed creating a Main Street feeling in the City. Council Member Hinton stated that they need to determine the bar they are trying to meet and whether they have already met it.

**Identify and utilize General Fund subsidies or other sources of revenue to waive construction-related fees that are otherwise generally imposed by the municipality for the construction or rehabilitation of moderate-income housing.**

It is within the City's ability to waive certain fees to encourage moderate-income housing. Mr. Johnson was not concerned about losing permit fee related revenue, and agreements would be put in place to ensure compliance. The development community often complains about permitting costs, so they could present this option to keep those costs down.

Mr. Johnson reported that many of the available strategies are related to Housing and Transit Reinvestment Zones ("HTRZ") and would not apply to Cottonwood Heights. In response to a question from Council Member Holton, he clarified that they are researching whether the intermodal hub could meet the requirement for an HTRZ. If so, that could give the City access to certain funding. Council Member Birrell talked about the opportunities that will be presented by the intermodal hub.

Vehicle ownership versus public transit and the associated costs and benefits of each were discussed, as well as the availability of alternative transportation. Council Member Hyland suggested conducting a FlashVote survey on the topic.

In response to a question from Mr. Gerber, Mr. Johnson stated that they hope to find one more strategy to implement to meet the five required items for priority funding. Both of the above strategies could be implemented quickly. Council Member Holton stated that the lowest barrier would be reducing permitting fees. In response to a question from Council Member Birrell, Mr. Johnson confirmed that the option would allow them to waive development or permitting fees for a moderate-income housing product. Mr. Gerber added that the fees allow the City to recoup administration costs, so the Council would need to determine if they are willing to absorb those

fees to have more moderate-income housing. The Council Members expressed support for this option.

Mr. Johnson reviewed the preliminary Staff suggestions, which include:

- Streamline the detached ADU process and allow more detached ADUs in the City.
- Explore programs that assist with ongoing housing costs.
- Consider local financing incentives like First Home Investment Zones, use of TIF funds, fee waivers, etc.
- Develop pre-engineered plans for ADUs or basic single-family dwellings to expedite the review process and lower development costs.
- Ensure that mixed-use housing options are properly codified and defined in various non-residential zoning districts.
- Proactively work with the private sector, nonprofits, and adjacent municipalities on creative solutions.

Council Member Hyland expressed support for creating pre-engineered plans for ADUs.

Council Member Holton stated that the problem will not be solved without everyone participating, and he was interested in knowing if adjacent cities are providing moderate-income housing options to the same degree as Cottonwood Heights.

Mr. Johnson thanked the Council for their input. He will take their feedback to the Planning Commission for further discussion prior to bringing the draft back to the Council.

### **3.2 Budget Adjustment 2024-2025 Fiscal Year – Finance Director, Scott Jurges.**

Finance Director, Scott Jurges presented the Staff Report and reported that the adjustment varied slightly from the information provided in the Meeting Packet. Debt service related to the Hillside Plaza is in the CDRA fund but was inadvertently mislabeled. One item was also added. He then reviewed the items included in the adjustment.

General Fund:

- Utah Department of Public Service (“DPS”) Grant for the Police Department Cellebrite subscription: \$6,300.
- Canyons School District catchup invoice for additional overtime: \$22,635
- Justice Assistance Grant from the DPS: \$7,207
- Honorary Colonels Christmas party reimbursement: \$4,224
- Honorary colonels giving fund contribution: \$139
- Police DUI and other DPS reimbursements for overtime: \$13,177
- Police Eliminating Alcohol Sales to Youth (“EASY”) enforcement program overtime reimbursement: \$783
- Police bulletproof vest grant: \$1,306
- Reimbursement for the Internet Crimes Against Children Task Force computer: \$5,467

- Sale of Police vehicles (to be used for a new vehicle): \$33,500
- Zoo, Arts, and Parks (“ZAP”) Grant for the Arts Council: \$10,200
- Summer assistance for Kate Hoflich’s position: \$1,225
- Additional revenue from Butlerville Days activities and associated expenses: \$34,000
- Transfer to the General Fund the debt service associated with the purchase of Hillside Plaza: \$1,516,753

Capital Projects Fund:

- General Obligation (“GO”) Bond revenue and expense related to The Heights project at the former Hillside Plaza: \$15,151,132 in expenses, \$30,000,000 in revenue
- Transfer to the General Fund the debt service associated with the purchase of Hillside Plaza: \$1,516,753
- Transfer to the CDRA Fund to pay off the remaining Series 2023 bond: \$13,332,105, which includes \$12,957,000 in principal and \$375,105 in interest.
- State of Utah grant for roadway project at 2300 East and Fort Union Boulevard: \$1,500,000
- Utilize Impact Fees for the Transportation Facilities Plan and Stormwater Facilities Plan: \$184,445

In response to a question from Council Member Hyland, Mr. Jurges stated that the plan is to issue the GO Bond prior to June 5, 2025.

CDRA Fund:

- Transfer from the Capital Projects Fund to pay off the remaining Series 2023 bond: \$13,332,105, which includes \$12,957,000 in principal and \$375,105 in interest.
- Recognize additional revenue from rental of the parking lot at Hillside Plaza: \$25,000

Mr. Jurges reported that the items related to the bond and construction could carry over into a future year. In response to a question from Council Member Hyland, he clarified that there is no market reason not to issue the bond. He recommends issuing it as soon as possible because additional interest costs of approximately \$375,000 will be incurred every six months while the current bond remains outstanding. There is no way to know what the interest rate will be until the bond is issued.

Mr. Gerber reviewed the Action Items for the Business Meeting and noted that Items 7.1 and 7.2 were contracts for the fireworks and drone show for Butlerville Days. Item 7.3 would appoint two new members, Tammi Sumsion and Isaiah Delpilar, to the Health in the Heights Committee. Item 7.4 would be a resolution approving the preliminary official statement regarding the issuance of the GO Bond.

In response to a question from Council Member Birrell, it was reported that the fireworks would cost approximately \$16,000 this year, and the drone show would be approximately \$15,000. Councilmember Hyland reminded the Council that the City’s contribution to Butlerville Days is

only \$25,000, and they are working to decrease that amount. It was noted that there is a sponsor for the drone show. They are working to find additional sponsors. Council Member Birrell stated that many residents have told her that they do not like the fireworks because it scares their dogs and they don't like the pollution in the air.

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

- 4.1 **Wednesday, April 16- 1:30 PM to 2:30 PM – Senior Social (Scams and Fraud Prevention) at City Hall.**
- 4.2 **Saturday, April 19th – 9:30 AM - Easter Egg Hunt at Butler Park.**
- 4.3 **Friday, April 25th – 6:30 PM to 8:30 PM – Therapeutic Arts Night at City Hall.**
- 4.4 **Saturday, April 26th – 9:00 AM to 2:00 PM – Sapling Sale at City Hall.**

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

There was no closed meeting.

**6.0 ADJOURN CITY COUNCIL WORK SESSION.**

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

The Work Session adjourned at 6:34 PM.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING  
HELD TUESDAY, APRIL 1, 2025, AT 7:00 PM IN THE COTTONWOOD HEIGHTS CITY  
COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD,  
COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Council Member Shawn Newell – Mayor Pro Tempore, Council Member Matt Holton, Council Member Ellen Birrell, Council Member Suzanne Hyland

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

**1.0 WELCOME**

In the absence of Mayor Weichers, Mayor Pro Tempore Shawn Newell called the meeting to order at 7:00 PM.

**2.0 PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Holton.

**3.0 CITIZEN COMMENTS**

*Maggie Mills* provided updates about upcoming events and activities at the Whitmore Library. The seed library is only available while supplies last, and they are running low. She encouraged anyone interested to come pick up their seeds and consider how they will harvest them at the end of the season so it can be a self-sustaining project. There will be a puppet show on Friday, April 4, 2025 at 11:00 a.m. "Read to a Dog" will be on Saturday, April 19, 2025, at 11:00 a.m. The craft supplies drop and swap will be Monday, April 21 through Saturday, April 26, 2025.

*Liz Marivilla* stated that she is a nine-year resident of Cottonwood Heights. Hers is a ski and snowboarding family, and they fully expect ski traffic every winter. However, she was concerned about traffic management during snowstorms, especially when Little Cottonwood Canyon is closed for avalanche control. She requested that the Police Department manage traffic flow along Wasatch Boulevard and in the Top of the World neighborhood during those conditions. Her children have been late for school several times due to the traffic backups. She volunteers as an Emergency Preparedness Precinct Leader for her neighborhood, and she is concerned about the community's safety during snowstorms because residents cannot get out to seek medical attention and emergency vehicles cannot access the neighborhood during storms. She urged the City Council to work with the Police Department and neighborhood residents to address these issues by increasing traffic management and control during snowstorms, especially when Little Cottonwood Canyon is closed. She noted that the problem decreased last year when a Police

Department vehicle was assigned to the area. She asked that a citizens committee be formed to discuss realistic solutions to the problem, and delivered letters from other concerned citizens.

#### **4.0 PUBLIC HEARING**

##### **4.1 Public Hearing to Receive Input on the Proposed Amended Budget for the 2024-2025 Fiscal Year – Introduction by Administrative and Fiscal Services Director, Scott Jorges.**

Mayor Pro Tem Newell reported that the item was discussed during the Work Session.

Mayor Pro Tem Newell opened the public hearing. There were no public comments. The public hearing was closed.

#### **5.0 REPORTS**

##### **5.1 Youth City Council Report – Scott Bracken and Mary Ann Jensen.**

Scott Bracken reported that the Cottonwood Heights Youth City Council has just completed its 20<sup>th</sup> year. He asked Youth City Council Mayor, Mary Ann Jensen to report on their achievements for the year.

Youth Mayor Jensen reported that it was her third year on the Youth Council. Serving as mayor has been a dream of hers since she watched "Cloudy With a Chance of Meatballs" when she was two years old.

Highlights of the Youth City Council's contributions to the City this year include:

- Participating in the ribbon cutting for the new Public Works Building.
- Ushering the community production of *Beauty and the Beast*.
- Volunteering at Butlerville Days.
- Cleaning up trash on the Timberline Drive Trailhead.
- Aided with the 9/11 Day of Service by putting rocks in the planter boxes on Bengal Boulevard.
- Toured the Recreation Center.
- Ran games at the Monster Mash.
- Assisted with the Thanksgiving 5K Race.
- Spent a day with the Legislature.
- Had dinner with the Mayor.
- Toured the Police Station.
- Went to a statewide Youth City Council conference at the University of Southern Utah ("USU").

Youth Mayor Jensen recognized her fellow Youth City Council Members:

Treasurer, Jackie Ho has served on the Youth Council for four years. Regarding his experience, he stated, “We should learn to be comfortable with ourselves in groups. Youth City Council is a great way to find comfort in ourselves and comfort in our community.”

Education Officer, Zac Condon has served on the Youth Council for four years. He loves the Youth City Council because of all the learning opportunities, and because it is a way he can serve his community.

Service Officer, Saerichai Baker-Rajsavongis also in her fourth and final year on the Youth Council. She said, “Community makes you the person you need and want to be.”

Airton Oliveira is a freshman at Brighton High School, and this is his first year on the Youth Council. When asked about his experience, he said, “It gives me a place to learn about myself and to grow as a person as I learn about society and my power within it. It is where I go to help and be helped, and it is nothing short of wonderful.”

Youth Mayor Jensen stated that the youths she served with are the future, and the City’s future is strong, bright, and full of potential. She thanked the City Council, their advisors, and everyone who helped support them.

Mr. Bracken reported that the Youth City Council has spent over 1,000 hours participating in service, education, and social activities, as well as the Day at the Legislature and USU Conference. Applications for the new Youth Council are due by Friday, April 4, 2025.

Council Member Birrell stated that it was her privilege to get to know the Youth City Council Members in her role as City Council Liaison. She thanked them for their service to the City and noted the importance of the City continuing to budget for the Youth Council’s needs. She also thanked Scott and Ann Bracken for volunteering their time to mentor the Youth City Council.

Mayor Pro Tem Newell was very impressed by all the members of the Youth Council and the impact they have on both community members and the community itself.

Council Member Holton thanked all the Youth City Council Members for focusing on something outside of themselves and asked that they reach out if the Council can help them in any way.

Council Member Hyland expressed her appreciation and gratitude for the Youth City Council and Mr. and Mrs. Bracken.

## **6.0 PROCLAMATION**

### **6.1 Proclamation 2025-01 – Recognizing Arbor Day on April 25, 2025.**

Council Member Hyland read the Proclamation celebrating Arbor Day and congratulated Cottonwood Heights on being a newly designated Tree City.

## 7.0 ACTION ITEMS

- 7.1 **Consideration of Resolution 2025-19 Approving and Ratifying a Drone Show Performance Contract with Open Sky Productions, LLC for 2025 Butlerville Days. (By this resolution, the Council will approve the City’s entry into a contract with Open Sky Productions, LLC for a drone show performance at 2025 Butlerville Days).**

Mayor Pro Tem Newell reported that this item was discussed during the Work Session.

**MOTION:** Council Member Holton moved to APPROVE Resolution 2025-19 Approving and Ratifying a Drone Show Performance Contract with Open Sky Productions, LLC for 2025 Butlerville Days. 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. The motion passed unanimously.

- 7.2 **Consideration of Resolution 2025-20 Approving a Firework Display Contract with Vortex Productions for 2025 Butlerville Days. (By this resolution, the Council will approve the City’s entry into a contract with Vortex Productions, Inc. for a fireworks display at 2025 Butlerville Days).**

Mayor Pro Tem Newell reported that this item was discussed during the Work Session.

**MOTION:** Council Member Holton moved to APPROVE Resolution 2025-20 Approving a Firework Display Contract with Vortex Productions for 2025 Butlerville Days. The motion was seconded by Council Member Hyland. Vote on Motion: Council Member Hyland – Yes; Council Member Birrell – Yes; Council Member Holton – Yes; Council Member Newell – Yes. The motion passed unanimously.

- 7.3 **Consideration of Resolution 2025-21 Approving Appointments to the “Health in the Heights” Advisory Committee. (By this resolution, the Council will approve the manager’s appointment of Tammi Sumsion and Isaiah Delpilar to the City’s “Health in the Heights” Advisory Committee).**

Mayor Pro Tem Newell reported that this item was discussed during the Work Session.

**MOTION:** Council Member Hyland moved to APPROVE Resolution 2025-21 Approving Appointments to the “Health in the Heights” Advisory Committee. The motion was seconded by Council Member Holton. Vote on Motion: Council Member Birrell – Yes; Council Member Holton – Yes; Council Member Hyland – Yes; Council Member Newell – Yes. The motion passed unanimously.

**7.4 Consideration of Resolution 2025-22 Approving a Preliminary Official Statement Concerning Issuance of Up to \$30 Million of General Obligation Bonds for Refunding, City Improvements, and Related Matters. (By this resolution, the Council will approve the preliminary official statement in connection with the City’s proposed issuance of up to \$30 million in General Obligation Bonds approved by the City’s voters in the November 2024 Election).**

Mayor Pro Tem Newell reported that this item was discussed during the Work Session.

**MOTION:** Council Member Holton moved to APPROVE Resolution 2025-22 Approving a Preliminary Official Statement Concerning the Issuance of Up to \$30 Million of General Obligation Bonds for Refunding, City Improvements, and Related Matters. The motion was seconded by Council Member Hyland. Vote on Motion: Council Member Holton – Yes; Council Member Hyland – Yes; Council Member Birrell – Yes; Council Member Newell – Yes. The motion passed unanimously.

**8.0 CONSENT CALENDAR**

**7.1 Approval of the Minutes for the City Council Work Session and Business Meetings of March 4, 2025, and March 18, 2025.**

Council Member Birrell had corrections to the Minutes of the March 4, 2025 Work Session and Business Meetings.

**MOTION:** Council Member Hyland moved to TABLE the Consent Calendar to the April 15, 2025, City Council Meeting. The motion was seconded by Council Member Hyland. The motion passed unanimously.

**9.0 ADJOURN CITY COUNCIL BUSINESS MEETING.**

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

The City Council Meeting adjourned at 7:27 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, April 1, 2025.*

Teri Forbes

Teri Forbes  
T Forbes Group  
Minutes Secretary

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