

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION  
HELD TUESDAY, JUNE 6, 2023, AT 4:00 P.M. IN THE COTTONWOOD HEIGHTS CITY  
COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD,  
COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Mayor Mike Weichers, Council Member Matt Holton, Council Member Scott Bracken, Council Member Shawn E. Newell, Council Member Ellen Birrell

**Staff Present:** City Manager Tim Tingey, Records, Culture, and Human Resources Director Paula Melgar, Culture Manager Ann Eatchel, Community and Economic Development Director Michael Johnson, Police Chief Robby Russo, Assistant Police Chief Paul Brenneman, Administrative and Financial Services Director Scott Jurges, Systems Administrator Alex Earl, UFA Assistant Chief Riley Pilgrim, Public Works Director/City Engineer Matt Shipp

**1. WELCOME – Mayor Weichers.**

Mayor Mike Weichers called the meeting to order at 4:00 p.m. and welcomed those present.

Mayor Weichers welcomed new City Council Member, Matt Holton.

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

The Business Meeting Agenda items were reviewed and discussed.

City Manager, Tim Tingey reviewed Resolution 2023-28, an Event Proposal Contract with Custom Events, Inc. for 2018 Butlerville Days. The total cost of \$7,000 was included as part of the Butlerville Days budget. Staff recommended approval.

The next item was consideration of Resolution 2023-29, a Performance Contract for 2023 Butlerville Days. Mr. Tingey reported that this allows for performances and music groups at a cost of \$11,500 and is included in the Butlerville Days budget. Staff recommended approval.

Police Chief, Robby Russo introduced Resolution 2023-30, declaring Police K-9, “Kai” surplus. Kai is eight years old and has hip and back issues. He stated that the dogs live with their handlers and become part of the family. The proposed Resolution would allow the handler to purchase Kai and live with his family for the rest of his natural life.

The next item was consideration of Resolution 2023-31, declaring certain property surplus. Chief Russo stated that as they transition to cars, equipment is replaced and there is not much of a market for the old equipment other than small departments. The equipment is in storage and there is a cost to keeping it with no value to the department. He indicated that there is one department that is interested in the used equipment and recommended approval. The department also has a 2014

Harley Davidson they would like to surplus. Chief Russo confirmed that the new purchase will be supplemented with the proceeds from the sale of the old one and recommended approval.

Public Works Director, Matt Shipp reviewed Resolution 2023-32, an Independent Contractor Agreement with Precision Concrete Cutting, Inc. (2023-25 Fiscal Years). He reported that the City enters into a contract with Precision Concrete Cutting, Inc. in three-to-five-year increments. The current item is a three-year program based on the Consumer Price Index (“CPI”) and is for sidewalk trip hazards only. He clarified that it is not a sidewalk replacement. The Public Works Department works throughout the City until funds are no longer available. The department then returns the following year to request additional funds to continue the repairs. The 50/50 Sidewalk Program was discussed.

**3. COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA REPORT – Executive Director, Ben Hill.**

Executive Director, Ben Hill provided the Cottonwood Heights Parks and Recreation Service Area Report where he has served for eight years. They are currently in the Declaration of Candidacy process for District 3. In 2022, there was a tax increase and they have yet to fully understand the impact of the Tax Certification Rate that will place in June 2023. The Board of Trustees has challenged them to thoroughly review their membership and fees while focusing on strengthening their relationship with the City Council. Meetings are held monthly with Cottonwood Heights Squared (“CH2”) and are represented by Chair, Patty Hansen and the Parks, Trails, and Open Space Committee. He extended an invitation to Mr. Shipp to attend their monthly meetings.

The 2022 Membership Tracker was reviewed. Mr. Hill reported that their main source of revenue is 47% tax driven and 53% from fees and memberships. Memberships comprise 80% resident and 20% non-resident with 6,000 unique membership types. The 2022 budgeted goal is \$5.2 million and brought in a total of \$5.6 million. Expenses were set at \$5 million with actual expenditures at \$5 million.

Mr. Hill reported that the Antczak Park improvements have been completed and look great. Upgrades included painting the pavilion, updating the tennis courts, installing pickleball lines, lighting with a timer, removal of the baseball space, and replacing it with sod. The same process will take place at Bywater Park. There is a conceptual design for the Skate Park and a professional skater was brought in to provide input. He encouraged other skaters to give their upgrade preferences. Mr. Hill confirmed that funds for the Skate Park have been set aside in the current budget.

The Tourism, Recreation, Culture, and Convention (“TRCC”) project is scheduled to commence June 20, 2023. The Antczak Park playground will be constructed first followed by Mill Hollow and Bywater Parks. The Michael J. Peterson pickleball lights have been installed and are awaiting the electrician. Mr. Hill described the park reservation process.

4. **SALT LAKE COUNTY TOURISM, RECREATION, CULTURE, AND CONVENTION PROJECTS REPORT – Public Works Director/City Engineer, Matt Shipp and Community and Economic Development Director, Michael Johnson.**

Community and Economic Development Director, Michael Johnson presented the Salt Lake County TRCC Project Report. The TRCC Grant Program provides funding for potential projects that work well within the City. The project options were described to the Parks, Trails, and Open Space Committee who is asking for direction from the City Council on which they should apply for. Mr. Shipp presented the following project options:

- *Option 1 - Highland Drive or Shared Use Path.* The application would include right-of-way and project design that will look at the right-of-way as well as the 30% design from the I-215 off-ramp at Highland Drive to Fort Union Boulevard and across to the trail system. Mr. Johnson reported that when federal funding is awarded, it takes three to five years to become available.
- *Option 2 - Fort Union Boulevard Shared Use Bike Path:* The Mid-Valley Active Transportation Plan carries a bike trail system through Cottonwood Heights from Union Park to Highland Drive. Funding has been received to construct a multi-use trail that will go out for construction at the end of summer 2023. A property rendering was displayed. The project presented is for right-of-way and project design for the Mid-Valley Active Transportation Plan, which is a multi-use trail south of the road.
- *Option 3 - Amenities for the Big Cottonwood Canyon Trail Renovation Projects.* Proposed amenities along the trail will include wayfinding signs and mile markers and will carry those further along with benches, picnic tables, and recreational equipment. The intent was to improve trail usage.

Mr. Johnson explained that the three proposed project options build on projects and items that have been previously funded. Having the trail design project ready will open up opportunities if and when they are presented with funding for more shovel-ready projects. All three options were presented to the Parks, Trails, and Open Space Committee who recommended most favorable the Highland Drive/Shared Use Path design followed by Option 2. They recommended against Option 3 and the use of TRCC funding as there may be other opportunities to install amenities by expanding the Park Donation Program used for Ferguson Park, using outdoor recreation grant funding, or other opportunities.

Mr. Shipp confirmed that the City typically has one application funded per year. A priority list was submitted and they do their best to emphasize the Council's preference. As the property right-of-way grants become available, Staff will continue to apply for items to offset other costs.

Council Member Birrell commented that she is an avid cyclist and user of active transportation. She supported any project that will immediately advance neighborhood byways to avoid the high-speed corridor.

Council Member Newell frequents the area and shared similar concerns. The area is built out and he was unsure how this item will be addressed.

Mayor Weichers commented that the neighborhood bypass has value. He confirmed that the consensus of the City Council was to move forward with Option 1 as presented.

## 5. STAFF REPORTS

### a. Proposed Budget for Fiscal Year 2023-2024 – Administrative and Fiscal Services Director, Scott Jurges.

Administrative and Fiscal Services Director, Scott Jurges presented the proposed Fiscal Year 2023-2024 Budget and reported that there is a total of \$370,000 in new interest proposed to be added to the budget due to an increase in interest rates. The changes were as follows:

- General Fund - \$250,000 increase from \$50,000 to \$300,000;
- CDRA Fund - \$25,000 increase from \$510,000 to \$535,000;
- Stormwater Fund - \$20,000 increase from \$0 to \$20,000; and
- Capital Projects Fund - \$75,000 increase from \$25,000 to \$100,000.

Sustainability Projects:

- Mountview Park Pollinator Planting Expansion - \$30,000; and
- Community Tree Planting and Sale Event - \$11,000 in new expenses and revenues.

General Fund:

- Liability Insurance increase of \$23,000 and a reduction of \$12,000; and
- UFA Final Contract pricing increase of \$212,275 and a reduction of \$57,725.

Decisions that need to be finalized:

- Property Tax Final Revenue and Tax Rate that comes from the State Tax Commission;
- Cost-of-Living Allowance (“COLA”) changes from the current inclusion of 5.5%. There has been communication by the Mayor and Council Members to reduce the COLA to 3.5%. Each 1% shift is approximately \$100,000. The City Council will need to finalize its direction on this matter. It was noted that a reduction to 3.5% would save approximately \$209,374;
- City Attorney Final Increase (tied to the COLA) - 3.5% would be \$8,000 with a reduction of \$7,000 from what is included in the narrative and budget summaries;
- Spillman Police Records Server solution.

Mr. Tingey reported that from a cultural perspective, the City does not have a large turnover and remains competitive in terms of compensation. He believed that a .5% COLA decrease will not

pose a major issue. He suggested a more frequent review of a Compensation Study to ensure that the City is not dropping below other municipalities.

Council Member Newell believed that potential employees can make comparisons with surrounding municipalities and stressed the importance of remaining competitive.

Council Member Holton stated that the major focus is on overall compensation versus the COLA. He expressed support for the 3.5%. He would like to obtain a better understanding of total compensation and where Cottonwood Heights compares to other cities. Remaining competitive was a priority.

Council Member Bracken believed the difference between a 3.5% and 4.0% COLA is minimal, but the perception may have a negative impact, even if it is not warranted.

Records, Culture, and Human Resources Director, Paula Melgar reported that she met with other Human Resource Directors at a recent conference who felt that a COLA of less than 4.0% would impact their intent with the current market.

Mayor Weichers supported a 3.5% COLA. Potential merit increases were reviewed.

Council Member Holton was not prepared to vote in favor of the Telecom Tax and would need additional time to make a more informed decision.

Mr. Jurgens reported that the Telecom Tax was included in the budget and asked for direction from the City Council. Implementation dates were discussed. The remaining items included clear direction from the City Council regarding what will be included in the COLA and the terms of the Telecom Tax.

**b. Spring Runoff Discussion Preparations – Public Works Director/City Engineer, Matt Shipp and Assistant Police Chief, Paul Brenneman.**

Assistant Police Chief, Paul Brenneman presented the Spring Runoff discussion and stated that they remain hopefully optimistic. Snow water content was described. It was reported that projected stream flows provided by the National Weather Service have been inaccurate with actual measurements being significantly lower in Big Cottonwood Canyon. He confirmed that both Big and Little Cottonwood Canyons are well below the flood stage. Short and long-range weather forecasts were favorable with no reports of flooding issues to date.

Chief Brenneman reported that Salt Lake County Flood Control reported that there are 80 inches of water remaining at 11,000 feet on north-facing slopes. It was confirmed that there is no concern with the capacity of Little Cottonwood Creek and the remaining water. He emphasized that the most significant issue in the future is the recovery phase. Salt Lake County has piloted a program and will begin to collect sandbags with Crestwood Park serving as a recovery zone. Mayor Weichers thanked Staff for their efforts.

c. **Requested Zoning Exception – Community and Economic Development Director, Michael Johnson.**

Mr. Johnson reported that the above item involves a Subdivision Exception for a 1.72-acre property located at 3457 Magic View Drive. The request is an exception from two provisions in Title 14 including governing private street setback and private street lot size requirements. Staff and the Planning Commission recommended approval. Mr. Johnson reported that the property is zoned R-1-8 with a Sensitive Lands designation. Ordinance 14.12.150 specifies that when there is an unusual condition on a lot, the City Council may approve exceptions to the standards in the Title subject to review by City Staff and the Planning Commission provided the variation is not detrimental to the public safety or welfare. The provisions were reviewed. Any new lot, regardless of the zoning designation of the property is required to have a 50-foot front setback measured from the middle of the private roadway with a minimum of .50-acre. The applicant would next apply for subdivision Building Permits and go through the standard development process.

Mr. Johnson reported that unusual topographic conditions exist since much of the lot is encumbered by a steep hillside. Subdivision of the lots will require renaming of the private roadway for addressing purposes. The shape and layout of the lot make it difficult to comply with Title 14 standards. The conceptual layout was presented. The applicant is requesting to create a second lot in the southeast corner of the property, which will meet all Zoning R-1-8 requirements. The applicant has expressed interest in rebuilding the existing house located on Lot 1.

Addressing issues were next reviewed. Mr. Johnson reported that there are two Magic View Drives that run parallel to each other and may create a concern from an emergency services standpoint. If the applicant moves forward with a subdivision on the property there is not an address that fits in numerical sequence that can be applied. The development would trigger a requirement to rename and readdress all of the lots on the private driveway. He confirmed that the City supports the readdressing. The Staff findings were reviewed. Mr. Johnson confirmed that the Planning Commission voted unanimously to recommend approval.

Mayor Weichers questioned the layout of Lot 2 and its ability to conform to the neighborhood. Mr. Johnson explained that the 8,000-square-foot lot size is slightly smaller but the property is zoned R-1-8. Any new development could take place and be fully Code compliant. Emergency turnaround issues were described.

d. **Parks, Trails, and Open Space Committee Active Transportation Subcommittee Request - Community and Economic Development Director, Michael Johnson.**

Mr. Johnson presented the Parks, Trails, and Open Space Committee Active Transportation Subcommittee request. He explained that the process includes several committee members who formed a subcommittee to focus on active transportation-related matters in the City. It was proposed that the committee consist of Jennifer Shaw, Melissa Fields, Zachary Geiger, and Jennifer Cottam. The committee will meet separately from the larger committee to discuss active transportation-specific items and return to the full committee for discussion. Staff was supportive

of the subcommittee's request. It was the consensus of the City Council to move forward with the Parks, Trails, and Open Space Committee Active Transportation Subcommittee request.

**6. REVIEW OF CALENDARS AND UPCOMING EVENTS.**

- a. **July 27 through 29 – Cottonwood Heights Butlerville Days (Volunteers and Sponsors needed. For more information, visit [www.butlervilledays.com](http://www.butlervilledays.com) or call Ann Eatchel at 801-550-8225).**

**7. 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.

**8. ADJOURN CITY COUNCIL WORK SESSION.**

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

The Work Session adjourned at 6:00 p.m.

**MINUTES OF THE COTTONWOOD HEIGHTS COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (“CDRA”) BUSINESS MEETING HELD TUESDAY, JUNE 6, 2023, AT 6:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Mayor Mike Weichers, Council Member Matt Holton, Council Member Scott Bracken, Council Member Shawn E. Newell, Council Member Ellen Birrell

**Staff Present:** City Manager Tim Tingey, City Attorney Shane Topham, Records, Culture, and Human Resources Director Paula Melgar, Community and Economic Development Director Michael Johnson, Police Chief Robby Russo, Assistant Police Chief Paul Brenneman, Administrative and Financial Services Director Scott Jurges, Systems Administrator Alex Earl, UFA Assistant Chief Riley Pilgrim, Public Works Director/City Engineer Matt Shipp

**1. WELCOME – Mayor Weichers.**

Mayor Mike Weichers called the meeting to order at 6:00 p.m. and welcomed those present.

**2. HILLSIDE PLAZA UPDATES – CDRA CEO Tim Tingey and Economic Development Director, Michael Johnson.**

Community Development and Renewal Agency (“CDRA”) CEO, Tim Tingey presented the Hillside Plaza Update and stated that efforts have been focused on management of the property and transferring information into the City’s name. Tenants have started to make payments to the City and will continue to make progress on management of the site.

Economic Development Director, Michael Johnson reported that they have secured the grant from the Wasatch Front Regional Council (“WFRC”) for site planning. The Review Panel which consists of City Staff, Mayor Weichers, and WFRC staff have reviewed and scored the proposals and narrowed them down to two top consultants. Interviews will take place within the week.

Mr. Tingey requested that the City Council provide direction regarding a Steering Committee, which is recommended as they proceed with the planning process. He read a prepared statement from Council Member Birrell who was supportive of an Ad-Hoc Committee that would include two representatives from each District. She asked the CDRA to consider a budget for additional consulting advice beyond the consulting firm that was chosen from the WFRC’s shortlist and the DPC design in reimagining existing space and streetscape. She appreciated the Mayor allowing her to be present for the two live presentations and interviews that will be given prior to the City making its final decision.

Council Member Bracken stated that he would like to see more than one design be provided along with a variety of options. Perhaps one option focused more on housing, another on retail, either



with larger public space or a smaller one. Whether the focus is additional housing or retail, he supported several designs as they prepare to make the final selection.

Council Member Newell would appreciate being present during the process as the Hillside Plaza is located in his District.

Council Member Holton shared the Council's interest in being involved and present for the consultations. He asked if there were other nearby areas they could visit to create a better vision for the design.

Mayor Weichers reported that despite who is selected for the design, they will rely on the City Council and Staff for direction and input. He confirmed that the Steering Committee will include representation from every District and allow for resident input.

**3. HILLSIDE PLAZA PROPERTY MANAGEMENT AGREEMENT - CDRA CEO Tim Tingey and Economic Development Director, Michael Johnson.**

Mr. Johnson reported that two Request for Proposals ("RFP") were put out for property management services with two responses received. A qualified provider was selected but the City ran into several issues during the contract negotiation process. He asked that the matter be tabled to allow for further discussion and time to work through the key issues with the contract.

**4. ACTION ITEMS**

**4.1 Consideration of Resolution 2023-03 Approving a Property Management Agreement with Westerra Corporation for Hillside Plaza.**

**MOTION:** Council Member Bracken moved to TABLE Resolution 2023-03, a Property Management Agreement with Westerra Corporation for the Hillside Plaza. Council Member Holton seconded the motion. The motion passed with the unanimous consent of the Agency Members.

**5. 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 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.*

**6. ADJOURN**

**MOTION:** Council Member Newell moved to ADJOURN the CDRA Meeting. The motion was seconded by Council Member Holton. The motion passed with the unanimous consent of the Agency Members.

The CDRA Meeting adjourned at 6:20 p.m.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING  
HELD TUESDAY, JUNE 6, 2023, AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY  
COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD,  
COTTONWOOD HEIGHTS, UTAH**

**Members Present:** Mayor Mike Weichers, Council Member Matt Holton, Council Member Scott Bracken, Council Member Shawn E. Newell, Council Member Ellen Birrell

**Staff Present:** City Manager Tim Tingey, Records, Culture, and Human Resources Director Paula Melgar, Culture Manager Ann Eatchel, Community and Economic Development Director Michael Johnson, Police Chief Robby Russo, Assistant Police Chief Paul Brenneman, Administrative and Financial Services Director Scott Jurges, Systems Administrator Alex Earl, UFA Assistant Chief Riley Pilgrim, Public Works Director/City Engineer Matt Shipp

**1.0 WELCOME**

Mayor Weichers called the meeting to order at 7:00 p.m. and welcomed those present.

**2.0 PLEDGE OF ALLEGIANCE**

The Pledge was led by Council Member Holton.

**3.0 CITIZEN COMMENTS**

*Runar Boman's* understanding was that fiber was scheduled for discussion at the June 20 Business Meeting. He commented that progress has been slow and encouraged the Council to make a decision. He stated that prior to purchasing the Hillside Plaza, the City accepted a grant to be used toward affordable housing. He questioned whether acceptance of the grant requires a housing-centric development and wondered how it would benefit the City. He did not feel that housing was the best use for the property.

Mayor Weichers reported that the fiber item will be discussed at the next City Council Meeting. He confirmed that there is no minimum housing requirement with the Hillside Plaza grant.

*Dan Mills* spoke in support of the Sensitive Lands Ordinance and appreciated Council looking at solutions. He considered the Hillside Plaza to be a fantastic opportunity for the City that will dramatically increase the tax base per square foot based on how it is used. He commented that there are three homes for sale on Fort Union Boulevard and stated that it may be an opportunity for the City to review the Fort Union Master Plan. A second property is listed for sale on Virginia Hills Drive, which he believed should be considered as it is in a high-profile area and on a significant corner.

## 4.0 PUBLIC HEARINGS

### 4.1 Budget for Fiscal Year 2023-2024 – Introduction by Administrative and Fiscal Services Director, Scott Jurges.

Administrative and Fiscal Services Director, Scott Jurges presented the proposed Fiscal Year 2023-2024 Budget and reported that there is a total of \$370,000 in new interest proposed to be added to the budget due to the increase in interest rates.

- General Fund - \$250,000 increase from \$50,000 to \$300,000;
- CDRA Fund - \$25,000 increase from \$510,000 to \$535,000;
- Stormwater Fund - \$20,000 increase from \$0 to \$20,000; and
- Capital Projects Fund - \$75,000 increase from \$25,000 to \$100,000.

Mr. Jurges reviewed the State’s Public Treasures Investment Fund (“PTIF”) and reported that the PTIF is available to state and local government entities as a short-term cash investment vehicle that keeps the City’s money safe and fluid. If needed, funds may be available within 24 hours. The City’s strategy is to keep as much money in the fund as possible and only utilize it when expenses arise.

Sustainability Projects:

- Mountview Park Pollinator Planting Expansion - \$30,000; and
- Community Tree Planting and Sale Event - \$11,000 in new expenses and revenue.

General Fund:

- Liability Insurance increase of \$23,000 and a reduction of \$12,000; and
- Unified Fire Authority (“UFA”) Final Contract pricing increase of \$212,275 and reduction of \$57,725.

Decisions that need to be finalized:

- Property Tax Final Revenue and Tax Rate, which comes from the State Tax Commission;
- Cost-of-Living (“COLA”) changes from the current inclusion of 5.5%. There has been communication by the Mayor and City Council Members to reduce the COLA to 3.5%. Each 1% shift is approximately \$100,000. The City Council will need to finalize the direction on the matter. A reduction to 3.5% would save approximately \$209,374;
- City Attorney Final Increase (tied to the COLA) of 3.5% would be \$8,000, which is a reduction of \$7,000 from what was included in the narrative and budget summaries; and
- Spillman Police Records Server Solution - \$30,000 placeholder.

Listed in the budget was revenue of \$300,000 for the Telecom Franchise Tax. Based on earlier discussions, this item will be tabled until a City Council decision has been made to move forward. It may be implemented at any time on a quarter start date.

Mayor Weichers opened the public hearing.

*Runar Boman* appreciated the consideration being given to diversity in the community. He stated that the Pollinator Garden and the Tree Planting are both excellent ideas. He recommended planting additional trees along walking paths.

There were no further public comments. Mayor Weichers closed the public hearing.

## **5.0 PUBLIC HEARING**

### **5.1 Zoning Exception - Introduction by Community and Economic Development Director, Michael Johnson.**

Community and Economic Development Director Michael Johnson presented the Zoning Exception and reported that it is a Title 14 Exception Request. The subject property is located at 3457 Magic View Drive at the end of a private driveway. The request pertains to development along private roadways. Any new structure along a private driveway is required to be 50 feet from the center. He noted that any lot adjacent that is to a private roadway must be a minimum of .50-acre in size. The applicant has requested to subdivide the property into two lots. Based on the analysis and addressing issue discussed during the Work Session, Staff recommended approval.

Mayor Weichers opened the public hearing.

Architecture Designer, Mike Spain was present to answer questions.

There were no public comments. The public hearing was closed.

## **6.0 STANDING MONTHLY REPORTS**

### **6.1 Unified Fire Report – Assistant Chief, Riley Pilgrim.**

Assistant Fire Chief, Riley Pilgrim presented the Quarterly Unified Fire Report and stated that there were 550 total incidents with 170 emergent. There were four structure fires with top medical calls being falls and sick persons. Additional calls included public service, unintentional detectors, false alarms, and people in distress. He reported that Stations 110 and 116 received 90% of the total calls. Response times were reviewed. Priority 1 response times averaged 5:22 to 7:49. City departments were encouraging crews to be more aggressive when calls are received to decrease response times. National averages were described. The Council thanked Chief Pilgrim for the department's service.

## **7.0 ACTION ITEMS**

### **7.1 Consideration of Resolution 2023-28 – Approving an “Event Proposal” Contract with Custom Events, Inc. for 2018 Butlerville Days.**

**MOTION:** Council Member Bracken moved to APPROVE Resolution 2023-28. The motion was seconded by Council Member Birrell. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

### **7.2 Consideration of Resolution 2023-29 Approving Performance Contract for 2023 Butlerville Days.**

**MOTION:** Council Member Newell moved to APPROVE Resolution 2023-29. The motion was seconded by Council Member Holton. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

### **7.3 Consideration of Resolution 2023-30 – Declaring Police K-9 “Kai” Surplus.**

**MOTION:** Council Member Bracken moved to APPROVE Resolution 2023-30. The motion was seconded by Council Member Holton. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

### **7.4 Consideration of Resolution 2023-31 – Declaring Certain Property Surplus**

**MOTION:** Council Member Holton moved to APPROVE Resolution 2023-31. The motion was seconded by Council Member Newell. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

### **7.5 Consideration of Resolution 2023-32 Approving an Independent Contractor Agreement with Precision Concrete Cutting, Inc. (2023-25 Fiscal Years).**

Council Member Birrell reported that the \$35,000 dedicated to the above item is very worthy. She supported any project that makes the City more walkable.

Council Member Bracken commented that this portion of the contract is for \$15,000. Since the project began, walking and the ability to move around have greatly improved.

**MOTION:** Council Member Bracken moved to APPROVE Resolution 2023-32. The motion was seconded by Council Member Birrell. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

## **8.0 CONSENT CALENDAR**

### **8.1 Approval of the City Council Work Session and Business Meeting of May 2, 2023, City Council Special Work Session Minutes of May 15, and City Council Special Business Meeting and Regular Business Meeting Minutes of May 16, 2023.**

**MOTION:** Council Member Newell moved to APPROVE the City Council Work Session and Business Meeting Minutes of May 2, 2023, the City Council Special Work Session Minutes of May 15, and the City Council Special Business Meeting and Regular Business Meeting Minutes of May 16, 2023. The motion was seconded by Council Member Holton. Vote on motion: Council Member Bracken-Aye, Council Member Holton-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

## **9.0 ADJOURN CITY COUNCIL BUSINESS MEETING.**

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

The City Council Meeting adjourned at 7:48 p.m.

*I hereby certify that the foregoing represents a true, accurate, and complete record of the Cottonwood Heights City Council Work Session, CDRA, and Business Meeting held Tuesday, June 6, 2023.*

Teri Forbes

Teri Forbes  
T Forbes Group  
Minutes Secretary

Minutes Approved: June 20, 2023