

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION HELD TUESDAY, AUGUST 2, 2022, AT 4:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL WORK ROOM LOCATED AT 2277 EAST BENGAL BOULEVARD

Members Present: Mayor Mike Weichers, Council Member Douglas Petersen, 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 Assistant Chief Paul Brenneman, Public Works Director Matt Shipp, Finance and Administrative Services Director Scott Jurgens, Assistant Fire Chief Riley Pilgrim, IT Manager Matt Ervin

Excused: Police Chief Robby Russo

1. WELCOME – Mayor Weichers.

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

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

The Business Meeting Agenda items were reviewed and discussed.

Mayor Weichers reported that a public hearing would be held for consideration of Ordinance 386 approving an amended Compensation Schedule for the City’s Elected and Appointed (Statutory) Officers. This was a continuation of the July 19 public hearing. It was anticipated that the public hearing portion would be closed with a vote to follow.

The next legislative item was consideration of Resolution 2022-42 accepting a bid and approving entry into a construction contract with Advanced Paving and Construction, LLC. for the 2022 City-wide chip seal project. Public Work Director, Matt Shipp stated this item is an extension of year four of the five-year maintenance roads program and includes chip seal projects located on 7200 South, 3000 East, and Danish Road. The chip seal process was reviewed.

3. STAFF REPORTS.

a. Canyon Centre Traffic Study – Public Works Director, Matt Shipp.

Mr. Shipp presented the Canyon Centre Traffic Study and stated this was conducted through direction from the City Council in the Canyon Centre development area. The main concern focused on how the Canyon Centre was impacting traffic in the general area as well as nearby neighborhoods. He explained their intent was to take the three previously completed traffic studies and conduct a peer review to verify and check traffic impacts, pedestrian safety in the general vicinity, parking, and traffic impacts in the neighborhood based on snow. In conjunction with Horrocks Engineering, Public

Works, City Engineering, and Community Development worked through the review. Highlighted steps included the following:

- Peer review of traffic impact analysis by Hales Engineering.
- Reduction or stopping pass-through traffic to the neighborhood west of Canyon Centre.
- Improve residential access to Fort Union.
- Provide and improve pedestrian safety across Fort Union Boulevard.
- Reduce any commercial access to the development through the neighborhood.
- Reduce parking issues along Racquet Club Drive.

The Hales Engineering peer review was discussed. Mr. Shipp stated levels of service were reported as good or a Grade C or above with the exception of Wasatch Boulevard and Canyon Centre with a Level of Service E. He explained that the City has committed to the improvement of that intersection with the addition of a southbound right turn only out of Canyon Centre. An area map detailing the proposed right turn only and traffic flow was displayed.

Council Member Birrell requested clarification regarding the focus of the study and believed it pertained to the neighborhoods rather than the Wasatch Boulevard and Fort Union area; to take into account the current and projected problems with the intersection on that whole area. Mr. Shipp confirmed that the Wasatch Boulevard and Fort Union intersection is not a City road and, therefore, cannot direct improvements. Data regarding the intersection was included in the Staff Report. Only improvements within the boundaries of Cottonwood Heights were being considered.

City Manager, Tim Tingey reviewed the existing condition of Canyon Centre Parkway and movement through the development. He stated that the right-out movement is part of the development conditions already in place and the reason it is not a specific recommendation and is tied to the permit on the apartment building.

Staff next reviewed the 2027 background, the 2030 background, and the acceptable level of service. The project did not impact the level of service but did increase traffic within the range of level of service acceptability. Traffic counts were discussed. Mr. Tingey explained that when the study commenced in March, it was noted it would not carry over into the winter and entail any of the ski season. It was confirmed that previous traffic counts taken during the winter months were included. Studies with peak hours reflect the levels of service work in the modeling and observation but there are times during snow days when issues may occur. It was his opinion design should not be focused on the extreme which may only take place on one or two occasions. He stated in realizing the Canyon Centre was not making a large impact on changing the level of service and the intersection of Wasatch Boulevard and Fort Union Boulevard, the neighborhood to the west having the biggest issue on those snow days was taken into account. To allow neighborhood residents the ability to leave the neighborhood effectively and to discourage pass-through traffic, Horrocks consulted with the City to propose the following multiple traffic control modifications:

- “DO NOT BLOCK INTERSECTION” striping at all the entrances to the neighborhood on Fort Union Boulevard and east of Nutree Drive.
- Upgrade stop control at Macintosh Lane and Fort Union Boulevard to a signal.

- Change access type to the neighborhood entrances at Reindeer Drive and Pippin Drive to a ¾ access, restricting westbound left turns from Fort Union Boulevard into the neighborhood.
- Installation of a HAWK Pedestrian Signal at the existing Fort Union Blvd crosswalk just west of the Fort Union Blvd & Racquet Club Drive intersection.
- The permanent closure of Racquet Club Drive just north of Winesap Road

Staff stated that the above traffic control modifications will allow residents to access the neighborhood effectively while discouraging pass-through traffic during Snow Days.

Mr. Tingey remarked that while these are positive recommendations, they will require heavy conversation without implementation and budgeting. Discussions will determine which options may be implemented at which time the City Council may provide direction. He stated that it is important information as budget processes are reviewed and retreat information is considered. Both will lead to different discussions on prioritizing similar items.

Mr. Shipp stated that this is the beginning of the discussion and what is proposed are not the only options, but those that met the criteria. The proposed HAWK signal was detailed. He emphasized the importance of location to ensure pedestrian safety. The elimination of cut-off traffic through adjacent neighborhoods was discussed and Staff recommendations were presented to the City Council. Placement of the signal was discussed at length.

Mayor Weichers recommended the Council review the study and prepare for further discussion.

b. City Fiber Options – City Manager, Tim Tingey.

Mr. Tingey presented the City fiber options and reported that information was provided by Google Fiber, Utopia, Century Link, and Comcast. One item of discussion focused on cost benefits. He confirmed that Staff would be bringing Comcast back before the Council to address additional questions. Mayor Weichers wanted to further discuss the Comcast model and its ability to get fiber to every home.

Mr. Shipp reported that meetings were held with Google Fiber who stated that the issues of both indemnification and instruction regarding utility placement were non-starters. He explained that the existing Code requires boring to a depth of 30 to 36 inches while the City has a two-year moratorium on seal coats, chip seals, and reconstruction. The Ordinance specifies that a two-year cut will be rejected and only be allowed in an emergency. The Google Fiber installation process and requirements to lay cable was discussed. The fiber provider will need to come before the City Council for an exception and the cut will be required to be built back to moratorium standards. Boring procedures were described. Mayor Weichers noted that discussions would continue with Comcast and updates will be provided.

c. **Focus Survey Discussion – City Manager, Tim Tingey.**

Mr. Tingey presented the Focus Survey discussion and stated that Staff would like to conduct a brief meeting to receive direction from the Council regarding the types of questions desired. It was their intent to present a survey draft at a September meeting when questions are in place. In addition, the Community Survey data gathering will be completed and a report will be sent out prior to the first City Council Meeting of September.

Mayor Weichers stated without the results of the Community Survey, waiting for those results may be desired prior to deciding topics. Mr. Tingey was comfortable waiting for the Community Survey data prior to crafting questions for the Focus Survey. Issues within the City and the need to implement more specific questions were evaluated.

The Council agreed to proceed with caution when posing push and pull type questions. Suggested topics included the following:

- Density of land use;
- Fort Union Boulevard;
- Zero growth;
- Education on land use;
- Transient-oriented development;
- Mobility within the City;
- Public Safety; and
- Public engagement.

Staff stated that the matter will be placed on the agenda to continue the discussion at a later date.

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

- a. **Planning Commission will Meet on August 3 at City Hall Starting at 5:00 p.m.**
- b. **Movie in the Park: *Spiderman: No Way Home* will be on August 12 at Butler Park Starting at 9:00 p.m.**
- c. **City Council Meetings will be on August 16 July 5 at City Hall Starting at 4:00 p.m.**
- d. **Community Block Party will be on August 25 from 5:00 p.m. to 8:00 p.m. at City Hall Parking Lot.**
- e. **Planning Commission will Meet on September 7 at City Hall Starting at 5:00 p.m.**
- f. **Future City Council Meetings will be held on September 6 and 20, October 4, and 18, November 1 and 15, and December 6 and 20, 2022, at City Hall Starting at 4:00 p.m. Unless Otherwise Noticed.**

5. **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 Bracken moved to CLOSE the Open Session and OPEN the Closed Session for the purpose of discussing real estate transactions. The motion was seconded by Council Member Birrell. The motion passed with the unanimous consent of the Council.

The City Council was in Closed Meeting from 5:29 p.m. to 6:26 p.m.

6. **ADJOURN CITY COUNCIL WORK SESSION.**

MOTION: Council Member Bracken moved to ADJOURN the Work Session. The motion was seconded by Council Member Newell. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Weichers-Aye. The motion passed unanimously.

The Work Session adjourned at 6:26 p.m.

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING
HELD TUESDAY, AUGUST 2, 2022, AT 6:30 P.M. IN THE COTTONWOOD HEIGHTS
CITY COUNCIL CHAMBERS LOCATED AT 2277 EAST BENGAL BOULEVARD**

Members Present: Mayor Mike Weichers, Council Member Douglas Petersen, 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 Assistant Chief Paul Brenneman, Public Works Director Matt Shipp, Finance and Administrative Services Director Scott Jurges, Assistant Fire Chief Riley Pilgrim, IT Manager Matt Ervin

Excused: Police Chief Robby Russo

1.0 WELCOME – Mayor Weichers.

Mayor Mike Weichers called the meeting to order at 6:31 p.m. and welcomed those present.

2.0 PLEDGE OF ALLEGIANCE.

The Pledge was led by Council Member Birrell.

3.0 CITIZEN COMMENTS

Ira Russell Boyer was interested in the Energy Renewal Agency. He reported that he is a retired Electrical Engineer and Power Systems Consultant for Murray City Power and PacifiCorp. He expressed a desire to be present for meetings to gain a better understanding of utility rates. He was also willing to volunteer if needed.

Tim Hallbeck believed that conducting the Traffic Study after snow season was counterintuitive. He spent time in Ireland and described the roundabout pedestrian and traffic flow. He stated that there is no time when both transit and pedestrians are present in the roundabout and suggested a similar concept be implemented in Cottonwood Heights.

David Berry gave his address as 2295 Murietta Way and had reviewed the riparian portion of the SLEDS Ordinance. He received information only after the public hearing was closed. He believed if an issue affects landowners, they should receive direct notice either in the form of posted signage or flyers. The rocks in the creek were placed by Salt Lake County and weigh over one ton. He stated that the creeks are not static, but dynamic, and downcutting the rock walls must be replaced and maintained as they are undercut to ensure safety and protect adjacent homes. He expressed opposition to restrictions and the inability to cut down a dead tree or clear brush without first consulting an Arborist. He urged the City Council to reopen the comment period after publication and notice are given.

Mayor Weichers confirmed that the public comment period would remain open through the August 3, 2022, Planning Commission Meeting.

Community and Economic Development Director, Michael Johnson reported that the Planning Commission closed the formal public hearing after discussing it at every meeting since January 2022. The item came before the City Council where the public hearing was opened. He committed to Mr. Berry that a summary of the item would be published in the September newsletter. He noted that the Ordinance in its entirety is available for download on the City's website. Hundreds of comments from the public had been received. He confirmed that the same process would take place when the Commission makes a recommendation to the Council who will make the final decision. City Manager, Tim Tingey commented that public comment will occur throughout the process. He confirmed that the public comment period will be open until the Council makes a decision.

Council Member Birrell agreed with Mr. Berry that the City could do more to reach out to those impacted residents.

John Adams commented that an overview of perspectives on growth within the City was submitted in April and which Council Member Birrell posted to her website. He referenced the Community focus study and believed they were remiss to neglect concerns from Utahns identified in other surveys pertaining to growth. He understood that the City was considering a survey on specific topics and suggested that additional background be included. He questioned the transparency of the Little Cottonwood Environmental Impact Study ("EIS") and requested that when formulating the survey that they focus on openness and accountability to help guide the questions.

Mr. Tingey admitted into the record written public comments submitted to the City Recorder prior to 4:00 p.m. on the meeting date. The public comment from Dr. Emil Platon was read into the record.

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

4.0 PUBLIC HEARING

4.1 Proposed Amended Compensation Schedule for the City's Elected and Appointed (Statutory) Officers – City Manager, Tim Tingey, and City Attorney, Shane Topham.

Mr. Tingey presented the Proposed Amended Compensation Schedule for the City's elected and appointed statutory officers. He stated that the last time there was an adjustment was in 2013. Staff evaluated other comparable cities with the same type of government as Cottonwood Heights when reviewing market ranges. The proposal presented as part of the Ordinance includes compensation to the midpoint and is slightly below average. Staff recommended approval.

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

5.0 STAFF QUARTERLY REPORTS

5.1 Police Report – Police Lieutenant Dan Bartlett.

Cottonwood Heights Police Lieutenant, Dan Bartlett presented the Quarterly Police Report and stated that during July, they received 1,473 calls for service with 244 on-view cases. Calls per district were displayed. Priority 1 response times averaged 6:00 minutes. The overall crime view totaled 72 with 41 adult arrests and no juvenile arrests. Citations by District were reviewed. There were eight traffic accidents with one fatal accident. Animal Control and Code Enforcement received 154 total calls for service.

Council Member Petersen thanked the Cottonwood Heights Police Department for their handling of accidents in the City.

Council Member Birrell expressed concern about bike thefts in the City. Lieutenant Bartlett stated that there have been burglaries from local bicycle shops and they are working on those cases. It was noted that the number of bike thefts has decreased.

Citations were reviewed. Lieutenant Bartlett reported that the Union Park Center, High Wasatch Boulevard, Fort Union Boulevard intersections, and Danish Road areas are most actively enforced. He confirmed that approximately 30% of calls received are from the Union Park Center area.

The Police Department recently hosted an event for the Unified Fire Authority (“UFA”) and the Autism Council for Utah and received a very positive response. The safety message emphasized the need to be vigilant with slow speeds and aware of children who are returning to school.

Council Member Birrell reported that she and Council Member Bracken visited areas relative to traffic calming and expressed support for those involved with the roundabout. She felt that if drivers can make a right-hand turn, the roundabout will serve them well. She believed it makes the community safer for both pedestrians and cyclists.

5.2 Public Works Report – Public Works Director, Matt Shipp.

Public Works Director, Matt Shipp presented the Public Works Report and stated that Ferguson Canyon Park is progressing. A visual rendering was displayed depicting benches, cement pads, the asphalt trails transition to crushed limestone, and future restrooms. The parking lot is a federally-funded project and is currently out to bid.

Mr. Shipp reported that the roundabout is progressing and has been included in the design and parking lot construction of Brighton High School. There is a crossing available at every leg of the roundabout with a Rapid Reflecting Flashing Beacon (“RRFB”) alerting vehicles that pedestrians are in the crosswalk. A visual rendering was displayed. He confirmed that Staff has not pulled the crosswalks from the design. Anticipated completion was as soon as cement becomes available. There are areas where the sidewalk will not be completed when school starts but the City will continue to work with the school district to ensure student safety while using the temporary crosswalks. The completed features were described.

The Alta Hill storm drain was next discussed. Mr. Shipp reported that it has taken eight months to receive the pipe but the storm drain has been installed and will be paved soon.

The Five-Year Maintenance Plan was in the final stages of year four and approximately 2 million square feet of slurry was completed in 2022. Mr. Shipp explained that the slurry provides five to eight years of additional life to a road and was the reason it is included in the five-year rotation.

Upcoming projects included the following:

- Big Cottonwood Trail repairs;
- Wayfinding and Striping on Big Cottonwood Canyon Trail;
- Year five of Road Maintenance Plan;
- Continue the survey of the stormwater system; and
- Commence razing the first manholes along Creek Road.

The bid process was reviewed.

Mayor Weichers reported that although not on the agenda, he wished to recognize the City and those involved in Butlerville Days. He was in awe of the turnout and undertaking by all involved. He invited Council Members to share their thoughts and feedback.

Council Member Bracken reported that he will be attending a Wrap-Up meeting with the Butlerville Days Committee and welcomed input. He expressed appreciation to all involved.

Council Member Petersen loved the atmosphere, safety, and organization. He enjoyed the fireworks and the sense of community the event brings.

Council Member Birrell reported that she participated in multiple activities and commended the Historic Committee and PTOS for putting together the historic walk. The information was insightful and provided an amazing history of the pioneers. She enjoyed the parade and youth groups and was able to participate in the activities with her grandchildren. She appreciated the number of educational components and encouraged incorporating conservation and sustainability aspects at future events.

Council Member Newell stated that he was able to attend the festivities with his grandchildren and loved the variety of activities. He commended Staff and those involved for their efforts and believed the village feeling was very prominent.

Mayor Weichers commented that he loved the involvement of local businesses and felt that the event creates a great sense of community. He believed the fireworks show was one of the best in the State.

Mr. Tingey reported that time will be scheduled for Culture Manager, Ann Eatchel to review and further discuss all aspects of Butlerville Days. He understood there had been positive reports regarding the budget received shortly after the event.

A question was raised as to whether more could be done to notify residents of the events. Mr. Tingey confirmed that activities were posted on billboards, social media, banners, and the City newsletter among others.

6.0 ACTION ITEMS

6.1 Consideration of Ordinance 386 Approving an Amended Compensation Schedule for the City’s Elected and Appointed (Statutory) Officers.

Council Member Birrell supported the proposed Ordinance with the intent to cultivate and encourage younger members to serve on the City Council. She believed that for many, without a higher level of compensation, running for public office may not be something they can work into their lifestyle.

MOTION: Council Member Newell moved to APPROVE Ordinance 386. The motion was seconded by Council Member Petersen. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

6.2 Consideration of Resolution 2022-42 Accepting a Bid and Approving Entry into a Construction Contract with Advanced Paving and Construction, LLC for the 2022 City-Wide Chip Seal Project.

MOTION: Council Member Petersen moved to APPROVE Resolution 2022-42. The motion was seconded by Council Member Newell. Vote on motion: Council Member Petersen-Aye, Council Member Bracken-Aye, Council Member Newell-Aye, Council Member Birrell-Aye, Mayor Mike Weichers-Aye. The motion passed unanimously.

7.0 CONSENT CALENDAR

7.1 Approval of the City Council Work Session and Business Meeting Minutes for July 19, 2022.

MOTION: Council Member Bracken moved to APPROVE the City Council Work Session and Business Meeting Minutes for July 19, 2022. The motion was seconded by Council Member Petersen. The motion passed with the unanimous consent of the Council.

8.0 ADJOURN THE CITY COUNCIL BUSINESS MEETING AND REOPEN THE WORK SESSION.

MOTION: Council Member Birrell moved to ADJOURN. The motion was seconded by Council Member Bracken. 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 and Business Meeting held Tuesday, August 2, 2022.

Teri Forbes

Teri Forbes
T Forbes Group
Minutes Secretary

Minutes Approved: August 16, 2022