



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Work Session** at approximately **4:00 p.m.**, or soon thereafter, on **Tuesday, December 5, 2023**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely hear the open portions of the meeting through live broadcast by connecting to <http://mixlr.com/chmeetings>.

Each citizen desiring to attend the Zoom Work Session must register in advance for the “webinar” (i.e., this City Council work session) as follows:

https://cwh.zoom.us/webinar/register/WN_t4xnQwU2Rn28C0g90Q7apg. Each registrant will receive a confirmation email containing information about joining the webinar.

4:00 p.m.

1. **WELCOME** – Mayor Mike Weichers
2. **REVIEW OF BUSINESS MEETING AGENDA** – Mayor Mike Weichers (15 min.)
3. **CENTRAL WASATCH COMMISSION REPORT** – Ms. Lindsey Nielsen, Executive Director (20 min)
4. **UTAH HEALTHY COMMUNITY** – Ms. Whitney Rosas and Ms. Julia Glade with Salt Lake County Health Department (20 min)
5. **STAFF REPORTS**
(Each week the city council and staff provide informational reports as a method of keeping up on the day-to-day activities of the city. This agenda item is set aside to allow council members to ask questions or for staff to bring the council up to date regarding any changes since the report was made).
 - a. **Form Based Code** – Community and Economic Development Director Mike Johnson (40 min)
 - b. **Denmark Drive Property Surplus** – Community and Economic Development Director Mike Johnson (10 min)
 - c. **Restrictions on Parking Recreational Vehicles on Streets** – City Manager Tingey (15 min)
6. **REVIEW OF CALENDARS AND UPCOMING EVENTS***
 - a. City Hall will be closed for Christmas Day, December 25, 2023, and New Years’ Day, January 1, 2024.

7. **POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**
8. **ADJOURN CITY COUNCIL WORK SESSION**



Notice of Meeting Board of Canvassers

Tuesday, December 5, 2023

6:45 p.m.

City Council Chambers

Pursuant to UTAH CODE ANN. 20A-4-301(2), notice is hereby given that the **Board of Canvassers of Cottonwood Heights** shall canvass the November election final returns during a public meeting, to be held on **Tuesday, December 5, 2023**, at **6:45 p.m.** in the City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah.

1. Call to Order
2. Report Election Results
3. Consideration of **Declaration 2023-02** Certifying the 2023 Municipal General Election Results
4. Adjourn

On Friday, December 1, 2023, a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was emailed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at www.ch.utah.gov and the State Public Meeting Notice website at <http://pmn.utah.gov>

DATED THIS 1st day of December 2023

Paula Melgar, City Recorder

Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder, at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801)270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item, they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to pmelgar@ch.utah.gov.)



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Business Meeting** beginning at approximately **7:00 p.m.**, or soon thereafter, on **Tuesday, December 5, 2023**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely hear the open portions of the meeting through live broadcast by connecting to <http://mixlr.com/chmeetings>.

Civility and decorum should be applied in all discussions and debate. Difficult questions, tough challenges to a point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Public officials and the public are encouraged to refrain from making belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.

Citizens may make live verbal comments during the “Citizen Comment” portion of this meeting through the City’s “Zoom webinar” process. Each citizen desiring to make a citizen comment must register in advance for the “webinar” (i.e., this City Council business meeting) as follows:
https://cwh.zoom.us/webinar/register/WN_MaSiNl-1SjSHMO9nxz8Byw.

NOTE THAT THE “WEBINAR” ACCESS LINKS EMAILED TO THE REGISTRANT ARE UNIQUE TO THAT INDIVIDUAL. USE OF A SHARED REGISTRANT LINK WILL RESULT IN NOT BEING ADMITTED TO THE “WEBINAR” OR BEING REJECTED BY THE SYSTEM AND/OR HOST. EACH INDIVIDUAL MUST REGISTER INDIVIDUALLY AND ONLY USE THE LINK EMAILED TO THEM.

Each registrant will receive a confirmation email containing information about joining the webinar, and registrants who have entered the webinar’s “waiting room” will be admitted to the webinar one at a time for purposes of making their citizen comments to the City Council. Citizen comments also may be given in writing by submitting the comments to pmelgar@ch.utah.gov by 4:00 p.m. on the meeting date. In the interest of time and those attending the meeting live, however, **submitted written comments** will be entered into the record and distributed to the City Council, but **will not** be read at the public meeting.

- 7:00 p.m.**
- 1.0 **WELCOME** – Mayor Mike Weichers
 - 2.0 **PLEDGE OF ALLEGIANCE**
 - 3.0 **ACKNOWLEDGEMENTS**
 - 3.1 **Acceptance of Financial Statements** – *Administrative and Fiscal Services Director Scott Jurgens (15 min)*

4.0 **CITIZEN COMMENTS**

("During each regular city council meeting (specifically excluding work sessions), there will be a period not to exceed sixty minutes for citizen comment." (Cottonwood Heights Code of Ordinances 2.30.160 (B))

City Manager Tim Tingey will admit into the record written public comments submitted to the City Recorder **prior to 4:00 p.m.** on the meeting date.

5.0 **ACTION ITEMS**

5.1 Consideration of **Ordinance 406** Adopting an Annual Meeting Schedule for 2024.

(By this ordinance the council will adopt a schedule for regular meetings of the city's city council, planning commission and other public bodies for calendar year 2024, as required by Utah Code Ann. 52-4-202).

5.2 Consideration of **Resolution 2023-59** Approving Disposal of Unclaimed Property or Former Evidence.

(From time to time, the city disposes of items of unclaimed property and property no longer needed as evidence as authorized by Utah law. This resolution will approve such disposition for certain items in the city's possession).

5.3 Consideration of **Resolution 2023-60** Declaring Certain Property Surplus.

(By this resolution, the council will declare surplus and designate the method of disposition of certain unneeded personal property owned by the city. In this case, the surplus property is 15 Motorola handheld radios formerly used by CHPD until they became outmoded due to a system upgrade of the Utah Communications Agency system, and the method of disposition is to sell them for \$10 to the Town of Alta to enhance that jurisdiction's public safety operations).

5.4 Consideration of **Resolution 2023-61** Approving Entry into a Grant Agreement with the Utah Division of Arts and Museums for FY 2023-24.

(This resolution will approve the city's entry into an agreement whereunder the Utah Division of Arts and Museums will grant \$4,500 to the city's Arts Council for its use during the current fiscal year).

5.5 Consideration of **Resolution 2023-62** Approving an Appointment to the Arts Council.

(By this resolution, the council will approve the city manager's appointment of Sirima Atikul to the city's arts council).

5.6 Consideration of **Resolution 2023-63** Approving Entry into an Agreement with Salt Lake County for Tier II ZAP Funding.

(This resolution will approve the city's entry into an agreement with Salt Lake County whereunder the county will provide approximately \$16,910 in Zoo, Arts and Parks funding to the city for use by its arts council).

5.7 Consideration of **Resolution 2023-64** Approving an Amendment to the City's Manager's Employment Agreement.

(By this resolution, the council will approve the city's entry into an amendment to the city manager's employment agreement extending its term).

6.0 **CONSENT CALENDAR**

Approval of the City Council Work Session and Business Meeting Minutes of November 7 and 21, 2023.

7.0 **ADJOURN CITY COUNCIL BUSINESS MEETING**

PUBLIC COMMENT PROCEDURE

During each City Council business meeting (specifically excluding work sessions), there will be a period not to exceed 60 minutes for citizen comment. (Code of Ordinances 2.30.160 (B)). Any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the Public Comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name, state if they are a resident of Cottonwood Heights and either provide their address or their Council district; and then address the City Council. Any person wishing to comment shall limit their comments to no more than three (3) minutes unless more or less time is specified by the Mayor. Citizen groups who are present will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes unless more or less time is specified by the Mayor. All comments shall be directed to the City Council.

No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.

The City Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council. In the interest of time and those attending the meeting live, submitted written comments will be entered into the record, distributed to the City Council but not read at the public meeting.

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DATED THIS 1st day of December 2023

Paula Melgar, City Recorder

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