



## 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, April 21, 2026**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely view the open portions of the meeting through live broadcast by connecting to <https://www.youtube.com/@CottonwoodHeights/streams>, the city's YouTube channel.

- 4:00 p.m.**
1. **WELCOME** – *Mayor Gay Lynn Bennion*
  2. **REVIEW OF BUSINESS MEETING AGENDA**  
*Mayor Gay Lynn Bennion (10-15 min.)*
  3. **REPORTS**
    - a. Visit Salt Lake – *Ryan Mack, Chief Communications and Experience Officer (20 min.)*
  4. **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. Economic Development Strategy Discussion  
*City Manager Jared Gerber (30 min.)*
    - b. Utah Renewable Communities Update  
*Planner III Sheldon Howa (20 min.)*
    - c. Butler Hills Crosswalk Discussion  
*Public Works Director Matt Shipp (20 min.)*
    - d. FlashVote – Next Survey Discussion  
*City Manager Jared Gerber (20 min.)*
  5. **REVIEW OF CALENDARS AND UPCOMING EVENTS\***
    - a. Sapling Sale – Saturday, April 25, 2026, 10:00 a.m. to 2:00 p.m. in the Parking Lot at City Hall
    - b. Family Support Center Pinwheels for Prevention Planting – Saturday, April 25<sup>th</sup> at 9:00 a.m. with a program at 10:30 a.m. at City Hall
    - c. Public Works Open House for Residents – Wednesday, May 20<sup>th</sup> from 5:00 p.m. to 7:00 p.m. at the Public Works Building
    - d. Shred Event – Monday, June 1, 2026, 9:00 a.m. to 12:00 p.m. at Hillside Plaza (open to CWH residents only, 2-boxes per vehicle limit)

- e. CHaRM Hard-to-Recycle Event – Saturday, June 6, 2026, 10:00 a.m. to 1:00 p.m. at Hillside Plaza
- f. Butlerville Days – July 16, 2026, to July 18, 2026
- g. Block Party/Monster Mash/Trunk or Treat – October 22, 2026, at Hillside Plaza

*\*For more information, please visit [CH.UTAH.GOV](http://CH.UTAH.GOV) and click [Community Calendar](#)*

- 6. **POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION; REAL PROPERTY PURCHASE OR LEASE; THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL; AND/OR ANOTHER PERMITTED PURPOSE UNDER UCA 52-2-205**
- 7. **ADJOURN CITY COUNCIL WORK SESSION**



## 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, April 21, 2026**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely view the open portions of the meeting through live broadcast by connecting to <https://www.youtube.com/@CottonwoodHeights/streams>, the city's YouTube channel.

Persons physically attending the meeting in the City Council Chambers may make verbal comments to the City Council when invited to do so, after completing a speaker comment card. Citizen comments may also be submitted in writing to the city recorder at [cityrecorder@ch.utah.gov](mailto:cityrecorder@ch.utah.gov) by noon, 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.

**Civility and decorum should be applied in all discussions and debates.** 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.

**7:00 p.m.**     1.0     **WELCOME** – *Mayor Gay Lynn Bennion*

2.0     **PLEDGE OF ALLEGIANCE** – *By Invitation*

3.0     **CITY COUNCIL COMMITTEE REPORTS**

3.1     Committee Reports by Councilmember Matt Holton (3 min.)

3.2     Committee Reports by Councilmember Suzanne Hyland (3 min.)

3.3     Committee Reports by Councilmember Shawn Newell (3 min.)

3.4     Committee Reports by Councilmember Ellen Birrell (3 min.)

3.5     Committee Reports by Mayor Gay Lynn Bennion (3 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)) Persons physically attending the meeting in the City Council Chambers may make verbal comments to the City Council when invited to do so by the meeting chair. Persons attending the meeting remotely may not make verbal comments to the City Council during the meeting. Persons attending the meeting remotely, or who do not attend the meeting either physically or remotely, are invited to submit written comments to the City Recorder before Noon, on the meeting date. Written comments that are submitted timely will be admitted into the record of the meeting and distributed to the City Council but will not be read at the public meeting.*

5.0 **REPORTS**

5.1 Finance Quarterly Report – *Finance Director Scott Jurges*

6.0 **ACTION ITEMS**

6.1 Consideration of **Ordinance 463** Approving a Second Driveway Exception at 1720 East 6670 South.

*(Pursuant to Cottonwood Heights Code 14.12.150 this ordinance will grant an exception to Cottonwood Heights Code 14.12.110(B)(1) by approving a second driveway access to 6670 South).*

6.2 Consideration of **Resolution 2026-23** Approving First Amendment to Agreement for Building Services.

*(This resolution will approve the city's entry into the first amendment to the current agreement for building services whereunder Sunrise Engineering, LLC provides plan review and building inspection services to the city. The main purpose of the amendment is to extend its term from 30 June 2026 to 30 June 2029).*

6.3 Consideration of **Resolution 2026-24** Consenting to Reappointments to the Architectural Review Commission.

*(This resolution will approve the reappointment of Scott Peters and Jesse Allen to the city's Architectural Review Commission).*

6.4 Consideration of **Resolution 2026-25** Declaring Certain Property Surplus.

*(By this resolution, the council will declare surplus and designate the method of disposition of a Ford F-150 vehicle owned by the city).*

6.5 Consideration of **Resolution 2026-26** Approving Entry into an Interlocal Agreement with Utah Division of Forestry, Fire and State Lands for Participation in the Wildland Fire Program.

*(By this resolution, the council will approve the city's entry into an interlocal agreement with Utah Division of Forestry, Fire and State Lands for participation in the division's "Wildland Fire Program" to cooperatively meet their joint responsibilities for protecting non-federal land from wildland fire).*

7.0 **CONSENT CALENDAR**

7.1 Approval of the minutes for the City Council Work Session and Business Meetings of March 3, 2026, and the Mayor and Council Retreat on March 24, 2026.

8.0 **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.

*On Thursday, April 16, 2026, a copy of the foregoing notices was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was sent to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the city, by the Office of the City Recorder. The agendas were also posted on the City's website at [www.ch.utah.gov](http://www.ch.utah.gov) and the Utah Public Notice website at <http://pmn.utah.gov>.*

**DATED this 16<sup>th</sup> day of April 2026**

**Tiffany Janzen, City Recorder**

*The city building for this meeting is accessible. In compliance with the Americans with Disabilities Act, people with disabilities may make requests for reasonable accommodation or assistance by notifying the City Recorder at 801-944-7015 or [recorder@ch.utah.gov](mailto:recorder@ch.utah.gov), at least two business days before the meeting, or by calling Relay Utah at 711.*