



## 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, June 16, 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. Public Utilities Advisory Board  
*Ted Boyer (15 min.)*
    - b. America 250  
*Micki Harris (15 min.)*
    - c. Just Serve  
*Joan Lake (15 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. Interim Budget Adoption  
*Finance Director Scott Jorges (30 min.)*
    - b. The Budget Officer will present and make available to the public a Property Tax Impact Schedule as a separate document from other budget documents.  
*Finance Director Scott Jorges (10 min.)*
    - c. Short Term Rental Discussion  
*Councilmember Suzanne Hyland (20 min.)*
  5. **REVIEW OF CALENDARS AND UPCOMING EVENTS\***
    - a. Short Term Rental Town Hall – Tuesday, June 30<sup>th</sup> from 6:00 p.m. to 8:00 p.m. at City Hall in the Community Room

- b. Butlerville Days – July 16, 2026, to July 18, 2026
- c. 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, June 16, 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 **RECOGNITION**  
*Recognition of Ted Boyer for his years of service on the Public Utilities Advisory Board*
  - 4.0 **REPORTS**  
*Unified Fire Authority Report – Battalion Chief Riley Pilgrim*
  - 5.0 **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.*

## 6.0 **RECOGNITION**

*Recognition of Lucy Anderson and Dan Mills for serving the maximum terms on the Planning Commission*

## 7.0 **ACTION ITEMS**

- 7.1 Consideration of **Resolution 2026-34** Adopting the Interim Budget (*the “Interim Budget”*) Pursuant to UTAH CODE ANN. §59-2-924(8) that is based on the Proposed Tax Rate Increase and in Effect for the Period Beginning 1 July 2026 and Ending After the Date on which the Council, Subject to the Requirements of UTAH CODE ANN. §59-2-919, Adopts a Final Budget for Fiscal Year 2026-2027; and Setting Aside, in a Restricted Budget Account, \$3.5 Million of Budgeted Property Tax Revenue.  
*(By this resolution, the council adopts the Interim Budget as required under State law for entities proposing an increase to the certified tax).*
- 7.2 Consideration of **Resolution 2026-35** Adopting the Property Tax Impact Schedule Prepared Pursuant to UTAH CODE ANN. §§59-2-924(8) and 59-2-919(4) and Incorporating the Property Tax Impact Schedule into the Interim Budget as adopted by the Council Pursuant to UTAH CODE ANN. §59-2-924(8).  
*(By this resolution, the council adopts the Property Tax Impact Schedule with updated information as required by Utah law for entities proposing an increase to the certified tax rate).*
- 7.3 Consideration of **Resolution 2026-36** Adopting a Proposed Tax Levy and Rate Pursuant to UTAH CODE ANN. §59-2-912, on Real Property within the City made Taxable by Law for Fiscal Year 2026-2027, Subject to Further Action as Required by §§59-2-919 and 59-2-924 and directing the City Manager or Designee to Report the Proposed Tax Levy and Rate to the Salt Lake County Auditor and the Utah State Tax Commission before 22 June 2026.  
*(By this resolution, the council adopts a proposed tax levy and rate as required before 22 June 2026, subject to further action as required by State law including a truth-in-taxation hearing on 11 August 2026 or such date as determined by the Salt Lake County Auditor).*
- 7.4 Consideration of **Resolution 2026-37** Approving and Ratifying a Bid and Awarding a Construction Contract for the Staker Way Drainage Improvements and 2700 East & De Ville Drive Roadway Improvements Project.  
*(By this resolution, the council will approve and ratify a \$259,786.50 bid and award a construction contract to Stapp Construction, Inc. for the work and materials to complete the city’s project no. 25.009—Staker Way Drainage Improvements and 2700 East & De Ville Drive Roadway Improvements Project).*
- 7.5 Consideration of **Resolution 2026-38** Approving and Ratifying a Bid and Awarding a Construction Contract for the 3000 East & Big Cottonwood Canyon Trail Crosswalk Project.  
*(By this resolution, the council will approve and ratify a \$298,166.55 bid and award a construction contract to Acme Construction, Inc. for the work and materials to complete the city’s project no. 006.26—3000 East & BCC Trail Crosswalk Project).*
- 7.6 Consideration of **Resolution 2026-39** Approving an Amendment to a Transportation and Land Use Connection Agreement Through Wasatch Front Regional Council.

*(By this resolution the council will approve an amendment to the referenced 2020 agreement concerning consulting services for an update of the city's general plan being performed by Landmark Design. The purpose of the amendment is to modify the scope of work anticipated to be needed to complete the subject general plan update).*

- 7.7 Consideration of **Resolution 2026-40** Approving a Consulting Agreement for an Analysis of the “Old Mill” Structure.

*(By this resolution the council will approve the city's entry into an agreement whereunder Dunn Associates, Inc. will conduct an independent structural integrity assessment and preservation cost study of the historic “Old Mill” structure located at 6851 South Big Cottonwood Canyon Road in the city).*

- 7.8 Consideration of **Resolution 2026-41** Approving Entry into a Vehicle Repurchase Option Agreement with Garff Enterprises, Inc. for Police and Public Works Vehicles and Associated Equipment.

*(The city's leased fleet of police and public works vehicles is rotated every approximately two years. Because the vehicle lessor [here, Zions Bank] requires the city to purchase the fleet at the end of the lease term, the city requires the original seller of the fleet [here, Garff Enterprises] to agree at the time of sale to repurchase the fleet at the end of the lease term, thereby insulating the city from the repurchase risk. This resolution will approve the city's entry into that repurchase agreement).*

- 7.9 Consideration of **Resolution 2026-42** Approving Entry into a Lease/Purchase Agreement with Zions Bancorporation, N.A. for the Lease of Police and Public Works Vehicles and Associated Equipment and Authorizing the Execution and Delivery of all Related Documents and the Taking of All Required Actions.

*(This resolution will approve the city's entry into the lease of a new fleet of police and public works vehicles from Zions Bancorporation).*

- 7.10 Consideration of **Resolution 2026-43** Consenting to Appointments to the Planning Commission.

*(By this resolution, the council will consent to the manager's appointment of three members of the city's planning commission).*

- 7.11 Consideration of **Resolution 2026-44** Consenting to Appointments to the Parks, Trails and Open Space Committee.

*(By this resolution, the council will consent to the manager's appointment of four members of the city's parks, trails and open space committee).*

## 8.0 **CONSENT CALENDAR**

- 8.1 Approval of the minutes for the City Council Work Session and Business Meetings of May 19, 2026, and June 2, 2026.

## 9.0 **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, June 11, 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. 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 11<sup>th</sup> day of June 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.*