



## 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, July 7, 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. **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. Public Works Capital Improvement Report  
*Public Works Director Matt Shipp (30 min.)*
    - b. Initial Findings for Creek Road Crosswalk Study  
*Public Works Director Matt Shipp (45 min.)*
    - c. Bicycle Lane Safety Amendments Discussion –  
UTAH CODE ANN. 41-6a-1401 (HB 290, 2025)  
*Chief Robby Russo (20 min.)*
  4. **REVIEW OF CALENDARS AND UPCOMING EVENTS\***
    - a. Butlerville Days – July 16, 2026, to July 18, 2026
    - b. 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](#)*
  5. **POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**
  6. **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, July 7, 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**
  - 3.0 **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 timely submitted will be admitted into the record of the meeting and distributed to the City Council but will not be read at the public meeting.*
  - 4.0 **PUBLIC HEARINGS**
    - 4.1 Public Hearing on Proposed Compensation Increases for Executive Municipal Officers for FY 2026-27.
  - 5.0 **ACTION ITEMS**
    - 5.1 Consideration of **Ordinance 468** Approving a General Plan Amendment for 1.08 Acres of Real Property at 2193 East 6525 South from Rural Residential to Residential Low Density.

*(This ordinance will approve amending the city's general plan to change the land use map designation of the referenced parcel of realty from Rural Residential to Residential Low Density.*

- 5.2 Consideration of **Ordinance 469** Approving the Re-zone of 1.08 Acres of Real Property Located at 2193 East 6525 South from RR-1-21 (Residential Residential) to R-1-15 (Residential Single Family) and Amending the Zoning Map.

*(This ordinance will approve rezoning the referenced parcel of realty from RR-1-21 to R-1-15 and will amend the zoning map accordingly. Approval of this ordinance will only be appropriate if Ordinance 468 approving a general plan amendment for the subject realty is previously approved.*

- 5.3 Consideration of **Resolution 2026-45** Awarding a Retiring Police Officer His Badge and Approving His Purchase of a Police Firearm.

*(Capt. Scott Ricks is retiring from CHPD after 40 years of public service, including 19 with CHPD. As is customary and as authorized by city code, by this resolution the council will award Capt. Ricks his badge and approve his purchase of his sidearm).*

- 5.4 Consideration of **Resolution 2026-46** Consenting to Appointments to the Architectural Review Commission.

*(This resolution will approve the manager's appointment of Jules Swinson, Whitney Sansom Fish, Douglas Rhodes and Nicholas Whittaker to the city's Architectural Review Commission).*

- 5.5 Consideration of **Resolution 2026-47** Consenting to an Appointment to the "Health in the Heights" Advisory Committee.

*(This resolution will approve the manager's appointment of Sheena Winget to the city's "Health in the Heights" advisory committee).*

- 5.6 Consideration of **Resolution 2026-48** Approving the Appointment of a City Attorney.

*(By this resolution the council will give advice and consent to the manager's appointment of Todd R. Sheeran as the city's new city attorney, in replacement of Wm. Shane Topham, who is retiring from the position after serving as the city's city attorney since 2004. The replacement will be effective 3 August 2026).*

- 5.7 Consideration of **Resolution 2026-49** Authorizing Disposal of Unclaimed Property and/or Property No Longer Needed as Evidence.

*(This resolution will authorize disposal of unclaimed property and/or property no longer needed as evidence currently being held by CHPD).*

- 5.8 Consideration of **Resolution 2026-50** Approving and Ratifying a Drone Show Performance Contract.

*(This resolution will approve and ratify the city's entry into a contract whereunder Open Sky Productions, LLC will stage a drone show on 18 July 2026 as part of the city's 2026 "Butlerville Days" community celebration).*

- 5.9 Consideration of **Resolution 2026-51** Approving Performance Contracts for 2026 Butlerville Days.

*(By this resolution the council will approve the city's entry into various contracts whereunder the following musical groups will perform at the city's 2026 "Butlerville Days" event: Johnny Utah, House of Rock, Surf Daddy, dadandtheduplicates, Andrea Sharp country band, Holiday Band, Alex Elggren Band, and QC Band).*

- 5.10 Consideration of **Resolution 2026-52** Approving an "Event Contract" with Custom Events, Inc. for 2026 Butlerville Days.

*(This resolution will approve the city's entry into a contract whereunder Custom Events, Inc. will provide "inflatables," games and similar at the 2026 "Butlerville Days" community celebration).*

- 5.11 Consideration of **Resolution 2026-53** Approving and Ratifying a Fireworks

Display Contract and Purchase Order for 2026 Butlerville Days.

*(By this resolution the council will approve the city's entry into agreements whereunder Lantis Productions, Inc. will stage a fireworks display on 18 July 2026 as part of the city's 2026 "Butlerville Days" event).*

- 5.12 Consideration of **Resolution 2026-54** Consenting to an Appointment to the Parks, Trails and Open Space Committee.

*(This resolution will approve the manager's appointment of Micki Harris to the city's Parks, Trails and Open Space advisory committee).*

## 6.0 **CONSENT CALENDAR**

- 6.1 Approval of the minutes for the City Council Work Session and Business Meetings of June 16, 2026.

## 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.

*On Thursday, July 2, 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 2nd day of July 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 801-944-7021 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.*