

From: [David Bunker](#)
To: [Gretchen Gordon \(gretchen.gordon@hotmail.com\)](mailto:gretchen.gordon@hotmail.com)
Subject: business cards
Date: Thursday, July 11, 2013 12:02:00 PM
Attachments: [BusinessCardOrder.xlsx](#)
[image001.png](#)

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: Corporate Pass
Date: Thursday, April 04, 2013 11:10:00 AM
Attachments: [image001.png](#)

Wade,

Just wanted to make sure you are aware of the corporate passes currently in use for the golf course. In particular, the pass for Konrad Hildebrant and family will expire on April 30, 2013. By the way, how many corporate passes do we have that are active?

Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: duffel de do
Date: Friday, November 08, 2013 11:50:00 AM
Attachments: [image001.png](#)

<http://www.walmart.com/ip/Everest-19-Basic-Duffel/19216012>

Here is another bag for less but we would have to add the logo?

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Colleen Mulvey](#); [Gretchen Gordon](#)
Subject: Family Week
Date: Tuesday, October 29, 2013 8:45:00 AM
Attachments: [PR - Cedar Hills to Celebrate National Family Week.docx](#),
[image001.png](#)

Here is the press release for Family Week

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Scott McMahon](#); [Gretchen Gordon](#)
Subject: Form for Officer Renewal
Date: Wednesday, March 13, 2013 6:24:00 PM
Attachments: [image001.png](#)

Scott,

I need to get a form called, "Request for Certification" to submit to the Department of Law Enforcement to activate your license. Also Major Stevenson relayed that if you change employment or are not working at Cedar Hills we will have to submit a "Change of Status" form immediately following any change.

I have a few other notes from our conversation, so when you get back let's get together and make sure we have all of the paperwork to get this processed.

Thanks, hope you are having a great week.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW:
Date: Monday, September 09, 2013 5:32:00 PM
Attachments: [Blomquist Hale - Ramsey Financial Course Fall 20131.pdf](#)

From: Steve Hickman [mailto:████████████████████]
Sent: Thursday, September 05, 2013 2:15 PM
To: Bruce G. Hammond
Cc: Stephanie Thayer; skjones [IMFT]; Shannon Hoffman; Seth Perrins; Scott Darrington; Rob MacPherson; Misti Stoddard; Laurie Adams; Jim Brooks; Jessie Stones; Gaston Lazarte; Dora; Deborah Mecham; David Bunker; Bryan Inkley
Subject:

I have attached a flyer that announces the Dave Ramsey Financial Peace University class that will begin in a couple of weeks here in Utah Valley. Please get this out to all of your employees as soon as possible so they will have time to sign up for this exciting and helpful class. If you have any questions about the class or how to sign up please call me. Thanks for your help with this.

Steve Hickman, LMFT
Orem Office Director



*Professional Wellness and
Employee Assistance Programs (EAP)*

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 2013 RRA Forms
Date: Tuesday, March 12, 2013 5:38:00 PM
Attachments: [Cedar Hills 2012.pdf](#)
[7-21PE_Inst.pdf](#)
[7-21PE.pdf](#)

Gretchen

Will you help me gather the forms from last year and we can get these filled out again. I don't want the District to be snarky about us not filling out forms. After we submit them, I will request the documentation again that requires the City to participate with these forms.

Thanks

David

From: Charlene Lenkart [mailto:██████████]
Sent: Tuesday, March 12, 2013 5:32 PM
To: Greg Robinson
Cc: David Bunker
Subject: 2013 RRA Forms

David & Greg:

I still haven't seen forms for this year from Alpine. Can you give me a status update? I need them by April 1.

Thanks.

David,

I know that we are currently in flux about whether Cedar Hills has to submit RRA Forms, but for now, I need to obtain 2013 forms from you.

To assist you in completing this reporting requirement, we have attached the following:

- **Your Blank 2013 RRA Form.** This form is in PDF format and can be opened and filled out with Adobe Reader. If you do not have Adobe, you can download it free at <http://get.adobe.com/reader/>. Please print the form, fill it out, **sign & date it**, and return it to us.
- **A copy of the last form you filed.** This is to assist you in filling in this year's form

Should you require assistance, I have also attached instructions. You may also contact me at the number below. If the enclosed form does not appear to be the form you need, please contact our office immediately to request an alternate form.

In completing your new form(s), please remember that any of the following situations constitute a

change (this list is not all-inclusive):

- some or all of the land has been sold;
- some or all of the land is now in a trust or other entity such as a corporation, partnership, tenancy-in-common, etc;
- composition of the entity has changed, such as addition or loss of partners;
- marriage, divorce, or death of landholder;
- entity or trust has been dissolved;
- addition or reduction of leased lands, lease term changes, including effective dates or length of lease, or a one-year or year-to-year lease.

Please remember that if you have experienced any change in your landholdings, it may be necessary for you to complete additional or different forms.

It is imperative that these RRA forms be completed and returned to this office no later than April 1, 2013. If we do not have the forms by April 1 we cannot legally deliver water, and you will be charged an administrative fee of \$290.00 by the Bureau of Reclamation if the form is received after initial water delivery.

If you need assistance in completing the forms, please call me at (801) 796-8870.

Thank you for your immediate attention to this matter.

--

Kindest Regards,

Charlene Lenkart
Office Administrator

Provo River Water Users Association
285 West 1100 North
Pleasant Grove, UT 84062

[Redacted]
[Redacted]
[Redacted]

 Please consider the environment before you print.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 3-24-30-2013
Date: Friday, April 26, 2013 3:43:00 PM
Attachments: [3-24-30-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, March 29, 2013 8:42 AM
To: David Bunker
Cc: Dee Howard; Brenda Shuman
Subject: 3-24-30-2013

Weekly Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 4-14- 20-2013
Date: Friday, April 26, 2013 3:43:00 PM
Attachments: [4-14- 20-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, April 19, 2013 3:10 PM
To: David Bunker
Cc: Dee Howard; Brenda Shuman
Subject: 4-14- 20-2013

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 4-21- 27-2013
Date: Friday, April 26, 2013 3:40:00 PM
Attachments: [4-21- 27-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, April 26, 2013 10:30 AM
To: David Bunker
Cc: Dee Howard; Brenda Shuman
Subject: 4-21- 27-2013

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 5-12-18-2013
Date: Friday, May 17, 2013 2:19:00 PM
Attachments: [5-12-18-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, May 17, 2013 2:02 PM
To: David Bunker
Cc: Gretchen Gordon; Dee Howard; Brenda Shuman
Subject: 5-12-18-2013

Weekly Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 5-19-25-2013
Date: Friday, June 21, 2013 3:35:00 PM
Attachments: [5-19-25-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, May 24, 2013 10:07 AM
To: David Bunker
Cc: Gretchen Gordon; Brenda Shuman; Dee Howard
Subject: 5-19-25-2013

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 5-5-11-2013
Date: Monday, May 13, 2013 9:35:00 AM
Attachments: [5-5-11-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, May 10, 2013 1:58 PM
To: David Bunker
Cc: Dee Howard; Brenda Shuman; Gretchen Gordon
Subject: 5-5-11-2013

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 6-30-06-2013
Date: Thursday, July 11, 2013 11:48:00 AM
Attachments: [6-30-06-2013.docx](#)

PW weekly report

From: Jeffrey Maag
Sent: Monday, July 08, 2013 2:07 PM
To: David Bunker; Gretchen Gordon
Cc: Dee Howard; Brenda Shuman
Subject: 6-30-06-2013

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 7-12-7-18-2014
Date: Thursday, July 18, 2013 4:16:00 PM
Attachments: [7-12-7-18-2014.docx](#)

From: Jeffrey Maag
Sent: Thursday, July 18, 2013 4:12 PM
To: David Bunker; Gretchen Gordon
Cc: Dee Howard; Brenda Shuman
Subject: 7-12-7-18-2014

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: 7-4-7-11-2014
Date: Thursday, July 11, 2013 4:10:00 PM
Attachments: [7-4-7-11-2014.docx](#)

From: Jeffrey Maag
Sent: Thursday, July 11, 2013 4:10 PM
To: David Bunker; Gretchen Gordon
Cc: Dee Howard; Brenda Shuman
Subject: 7-4-7-11-2014

Weekly report

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Colleen Mulvey](#); [Chandler Goodwin](#)
Subject: FW: Another release
Date: Tuesday, February 26, 2013 1:41:00 PM
Attachments: [02252013 STATEMENT FROM THE CITY.docx](#)

From: Jenney Rees [mailto:████████████████████]
Sent: Monday, February 25, 2013 9:20 PM
To: Daniel Zappala; Daniel Zappala; Gary Gygi; Gary Gygi; Jenney Rees; Scott Jackman; Scott Jackman; Stephanie Martinez; Stephanie Martinez; Trent Augustus; Trent Augustus; David Bunker
Subject: Another release

Here is a statement regarding recent claims made on CHCFRG website.

From: [David Bunker](#)
To: [Chandler Goodwin](#); [Gretchen Gordon](#); [Dax Fossum](#)
Subject: FW: Applaud this laudable effort! Re: Emergency preparedness Thursday at 7pm
Date: Friday, February 22, 2013 9:55:00 AM

From: Ken Cromar [mailto:████████████████████]
Sent: Thursday, February 21, 2013 12:23 PM
To: Angela Johnson
Cc: Gary Gygi; Daniel Zappala; Jenney Rees; Scott Jackman; Stephanie Martinez; Trent Augustus; David Bunker; Marilyn & Jerry Dearing; Ken & Debbie Severn; Paul & Diane Sorensen; RHarris harris
Subject: Applaud this laudable effort! Re: Emergency preparedness Thursday at 7pm

Good Morning Angela,

Thanks for your note. I applaud your effort to alert and encourage folks to attend the Emergency Preparedness Meeting tonight. Forgive me in advance for sharing our exchange via CC with City Officials.

Coincidentally, this morning, my son was released by our Stake Pres. Livingston. While there I mentioned that I received an email (yours below) saying that he would be there tonight. He said that neither he nor his Councilors were available due to a previously scheduled meeting. I explained to him that I am grateful they are at least sending a High Council representative, because I believe this issue very important, having actually started our C.E.R.T. program and Emergency Preparedness effort in CH when I was on the Council in the mid-90s. I thanked him for his interest and coordination with the city.

The fact is that we are long over-due for a major earthquake. And with our many homes unwisely being built on dangerous hillside zones, we have been fortunate not to have had major loss of property, let alone loss of life yet. The first geological study presented the City said NOT to build there, but Mayor Sears (as I recall) got a second opinion (of a non-thorough form), and they built anyway. (I have copies if you're interested.) The mudslide that took out 4 dwellings proved that a costly error. When our long past due "250 year cycle" earthquake hits we know it will be a 7.0 to 7.1 and cause significant damage & possible loss of life. We are living on borrowed time.

BTW, I prepared a DVD regarding this issue held at American Heritage School in 2005 (?) with my friend BYU geological expert Ron Harris making the keynote presentation. I recall over 500 people attended spilling out into two other rooms. Generated huge interest. Prof. Harris is the one who had predicted and warned the Indonesian government for 7 years prior to the Sumatra Tsunami, that it would happen.

http://en.wikipedia.org/wiki/2004_Indian_Ocean_earthquake?vm=r&s=1 You know the rest of that story, as 230,000 were killed. An amazing movie called "*The Impossible*" with Naomi Watts & Ewan McGregor, highlighting one family's experience with the tragedy, is still playing at the Cinemark University Mall (Orem) and the Cinemark at Provo. Ron warned us in 2005 that we were possibly next. (Happy to make copies of the DVD for a the small cost of production.)

Therefore, I applaud to the City for reaching out to the Church organization to coordinate for

such possible emergencies. I trust that the Mayor & Council will NOT inappropriately use a laudable effort for personal political purposes -- as lives literally hang in the balance. I had hoped to talk with Mayor Gygi privately about this and other issues critical to the city, but he refused the meeting. (Maybe he'll reconsider.) I hope the City will do all it can to prepare and coordinate. It's coming! Thankful for this effort to prepare!

Gratefully,

Ken Cromar

[REDACTED]

On Feb 20, 2013, at 2:07 PM, Angela Johnson wrote:

They are encouraging at least one member of each household to come to the Emergency Preparedness meeting at the Cedar Hills clubhouse Thursday at 7pm. All 3 Cedar Hills stake presidents will be there discussing plans in the event of an emergency. Hope to see you there!

Angela Johnson

Weichert, Realtors

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: April 23 City Council Agenda
Date: Monday, July 01, 2013 7:02:00 PM
Attachments: [04-23-2013 WS Agenda.pdf](#)
[04-23-2013 PH CM Agenda.pdf](#)
[image001.png](#)

From: Colleen Mulvey
Sent: Friday, April 19, 2013 4:46 PM
To: Barbara Christiansen (); Brad Freeman ();
Bradley Weber (); Chandler Goodwin; Chandler Goodwin - Personal
(); Charl Louw; Charmayne Warnock (); Cimaron
Neugebauer (); Courtney Hammond - Personal; Courtney Hammond
(); Craig Clement (); Daniel Zappala; David Bunker; David
Driggs (); Don Meyers (); Donald Steele
(); Emily Cox; Eric Johnson (); Gary Gygi; Glenn Dodge; Greg
Gordon; Jason Bond (); Jeffrey Maag; Jenney Rees; Jody Bates
(); Karissa Neely (); Kathy Kresser ();
Melissa Willie (); Michael Geddes; Nancy Jones (); Sam
Liddiard (); Sarah Brimhall (); Scott Jackman; Scott
McMahon; Stephanie Martinez; Terilyn Lurker (); Tonya Edvalson; Trent Augustus;
Trent Augustus - Personal ()
Subject: April 23 City Council Agenda

Attached please find the agendas for the April 23, 2013 City Council Work Session and Regular meetings.

Colleen A. Mulvey, CMC
City Recorder
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 503



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: August Report
Date: Monday, September 16, 2013 10:09:00 AM
Attachments: [August 2013 Activities.docx](#)

From: BRAD G FREEMAN [REDACTED]
Sent: Monday, September 16, 2013 10:01 AM
To: David Bunker; rich nelson; [REDACTED]
Subject: August Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Beer Tax Funds
Date: Tuesday, July 16, 2013 10:32:00 AM
Attachments: [Invoice - Order 4180967 \(UID 163545\).pdf](#)

From: Sam Liddiard [mailto:]
Sent: Monday, July 01, 2013 5:02 PM
To: David Bunker
Subject: RE: Beer Tax Funds

I have attached the invoice (receipt) from OpticsPlanet. Innocorp was having a difficulty with their email, and I will follow up in the morning. I apologize for the delay.

Sam

From: David Bunker [mailto:DBunker@cedarhills.org]
Sent: Wednesday, June 26, 2013 4:12 PM
To: Sam Liddiard
Cc: Gretchen Gordon
Subject: RE: Beer Tax Funds

Sam,

We are looking at my credit card statement and need some receipts. We were needing one from OpticsPlanet and one from Innocorp LTD. Do you have those?

David

From: Sam Liddiard [mailto:]
Sent: Monday, June 03, 2013 11:41 AM
To: David Bunker
Subject: Beer Tax Funds
Importance: High

David,

I was hoping we could meet for a few minutes today if you are available. I need to talk with you about the Beer Tax Funds. I have a form I need you to sign for next year as well. I am available at anytime if you are. Thanks.

Sam

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Budget and weekly update
Date: Monday, May 13, 2013 10:43:00 AM

From: Charl Louw
Sent: Friday, May 10, 2013 12:38 PM
To: David Bunker
Subject: Budget and weekly update

The General Fund is currently positive \$8,657 including the \$10,000 expense added for the decisions survey. The improvement is due to street sweeping being moved to storm drain maintenance, the savings in public safety, and medical premiums.

Water and sewer fund's cash flow was reduced by \$2,951 with \$10,000 added for street sweeping and \$7,049 savings in benefits.

Golf has a negative cash flow of \$1,926 because they had younger employees and the composite health premium raised their benefit costs.

If the General Fund increases the subsidy by \$3,627 to cover Golf, it would cover the health premium deficit plus restoration of HSA contributions. If we increase the HSA contribution back to original amounts for all the employees, then it will reduce cash flow in Water and Sewer fund by approximately \$5,000.

This week we worked on a bank reconciliation, posted PTIF and Trustee Statement activity for April, performed budget analysis, IT support, shut-off letters, updated the transparency Utah.gov website, reviewed payroll, reviewed departmental tasks, and performed a check run.

Next week we will help with the budget, work on bank reconciliations, update utility accounts, and process a check run.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Bug Spraying
Date: Tuesday, August 27, 2013 10:50:00 AM
Attachments: [image001.png](#)

From: Gretchen Gordon
Sent: Friday, April 27, 2012 8:20 AM
To: Kaity Whittaker; Greg Robinson; Greg Gordon; David Bunker; Jeffrey Maag
Subject: FW: Bug Spraying

Our annual Bug/Ant/Spider spraying in this building will occur on Monday, April 30, near end of the day (4:30pm).

Gretchen Gordon
Public Works Executive Assistant
801-785-9668 x202



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No virus found in this message.

Checked by AVG - www.avg.com

Version: 10.0.1424 / Virus Database: 2411/4960 - Release Date: 04/26/12

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Building pictures
Date: Monday, November 18, 2013 9:16:00 AM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Friday, November 15, 2013 12:42 PM
To: David Bunker
Subject: FW: Building pictures

FYI, here are some great photos.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: Austin Parks
Sent: Friday, November 15, 2013 12:07 PM
To: Greg Gordon
Cc: Brian Cloud
Subject: Building pictures

Let me know if you need any more. Thanks

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Chandler Goodwin](#)
Subject: FW: Cedar Hills Blue Sky involvement
Date: Thursday, April 04, 2013 5:55:00 PM

Maybe we pay more for Blue Sky power? We should see what this costs the city.
Not only that, but we should be pounding RMP for sponsorships if we are a “visionary” partner with them.
David

From: Hoffman, Kathleen [mailto:██]
Sent: Thursday, April 04, 2013 1:40 PM
To: David Bunker; Gretchen Gordon
Subject: Cedar Hills Blue Sky involvement

You asked about the Blue Sky program and Cedar Hills involvement. Here’s what I found out. See below.

Kathy Hoffman

Customer and Community Manager
Rocky Mountain Power
kathy.hoffman@rockymountainpower.net
70 North 200 East | American Fork, Utah | 84003
Office: (801) 756-1239 | Cell: (801) 541-2579



From: McKibben, Barbara
Sent: Thursday, April 04, 2013 1:34 PM
To: Hoffman, Kathleen
Cc: Ramsey, Kathy; Kishore, Pooja; Rasmussen, Rhonda
Subject: RE: Cedar Hills, Utah

Hi Kathleen,
Cedar Hills, Utah has been a Blue Sky partner since September 2007. They currently purchase 58 Blocks and are listed as a Visionary Partner.

In August 2012, we transferred the Blue Sky agreement from 3925 Cedar Hills Drive to 10246 Canyon Road since the Cedar Hills Drive address was transferred into the Lone Peak Fire Districts name.

Don Watts confirmed this change with Chandler Goodwin – Financial Analyst.

The Visionary Partnership is probably just based on the usage of the City Hall or something. I show the total municipality’s use on all their meters to be over 4 million kWhs annually. This would require a 750 block per month purchase to be a Visionary.

Definitions of Partnership Program

Visionary : 30% of load or 50 blocks, whichever is greater with a maximum requirement of 750 blocks/month

Champion : 10% of load or 10 blocks, whichever is greater. With a maximum requirement of 350 blocks/month

Supporter: Under 10,000 kwhs/month usage requires 4 blocks/month. Over 10,000 kwhs/month usage requires 7 blocks/month

Let me know if you have more questions,
Barbara

Barbara McKibben

Pacific Power/Rocky Mountain Power
Sr Business Services Analyst

From: Hoffman, Kathleen
Sent: Wednesday, April 03, 2013 11:06 AM
To: Rocky Mountain Power Blue Sky Projects
Subject: Cedar Hills, Utah

Would you please tell me the status of the Blue Sky program and the city of Cedar Hill, Utah?

Kathy Hoffman

Customer and Community Manager
Rocky Mountain Power

70 North 200 East | American Fork, Utah | 84003



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Cedar Hills Champions Program
Date: Wednesday, January 02, 2013 3:37:00 PM

From: Jenney Rees [mailto:████████████████████]
Sent: Friday, November 30, 2012 9:53 AM
To: David Bunker
Subject: Cedar Hills Champions Program

Hi David,

Here are my thoughts for this program:

- start out quarterly and increase to more often, if needed
- residents can nominate someone via the website (this is already setup)
- nominees will be discussed and winner will be selected by City Manager, Mayor, and a member of the Council
- all nominees will always be kept on file so if someone is selected at first, they will still be eligible at the next quarterly selection
- each winner will be recognized in Council meeting and a write-up will be done in the newsletter and a press release (media will be invited)
- Champions will appear on the website (this is already setup)

Maybe we could award each champion a free meal at the Grill?

Thanks,
Jenney

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Cedar Hills Resolution protecting our 2nd Amendment Rights
Date: Friday, March 15, 2013 8:48:00 AM
Attachments: [Resolution for Cedar Hills Protection of the 2nd ammendment - 3-12-2013.doc](#)

From: Gary Gygi
Sent: Thursday, March 14, 2013 7:56 PM
To: Trent Augustus; Scott Jackman; Stephanie Martinez; Jenney Rees; [REDACTED]
David Bunker; Eric Johnson
Subject: FW: Cedar Hills Resolution protecting our 2nd Amendment Rights

sorry, here it is.

From: Trent Augustus [REDACTED]
Sent: Tuesday, March 12, 2013 10:18 PM
To: Gary Gygi
Subject: Re: Cedar Hills Resolution protecting our 2nd Amendment Rights

Here is an updated copy. Please review the bottom of page two - I left it in but re-worded that portion to remove divine.

Thanks,
Trent

On Tue, Mar 12, 2013 at 3:01 PM, Trent Augustus [REDACTED] > wrote:
I'd wondered about that one... A portion of that is based on Highland cities. That specific part came from them :-)) I will remove that and send you an updated copy.

Trent

On Tue, Mar 12, 2013 at 2:13 PM, Gary Gygi <ggygi@cedarhills.org> wrote:
Trent, it looks good but Eric feels you should remove any reference to divine inspiration.

From: Trent Augustus [REDACTED]
Sent: Tuesday, March 12, 2013 1:15 PM
To: Gary Gygi; Gary Gygi; David Bunker
Cc: Trent Augustus
Subject: Cedar Hills Resolution protecting our 2nd Amendment Rights

Gary,

As we discussed I would really like to push this forward as soon as we can and see if we can get it on the agenda for the City Council meeting on March, 19th.

If this looks like we can get it on the agenda for the 19th I would like to let each of the council members know this is coming up. Also I would like to present this during the council meeting and may also ask someone to speak in relation to this, so the sooner I know that it can go on the agenda the better.

If you have any corrections or questions just let me know.

Thank you,
Trent

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Cedar Hills Survey and Presentation Info
Date: Monday, June 03, 2013 2:11:00 PM
Attachments: [Cedar Hills Survey Results.pdf](#)
[Cedar Hills Discovery Results.pdf](#)

From: Gary Gygi
Sent: Monday, June 03, 2013 11:53 AM
To: David Bunker
Subject: FW: Cedar Hills Survey and Presentation Info

David, I would like to sit down and share these results with the 3 stake presidents, are you okay with that if so are you also okay with someone on staff making 3 copies, it is a large amount of copies so just want to make sure.

-Gary

From: Kate Bell [REDACTED]
Sent: Tuesday, April 16, 2013 10:40 AM
To: David Bunker; Chandler Goodwin; Gary Gygi; Jenney Rees
Cc: Mary Kay Crocker; Chris Briggs; Brett Crockett; Gretchen Gordon
Subject: Cedar Hills Survey and Presentation Info

Cedar Hills Team,

Thank you for letting us come to present yesterday! Attached is the pdf of the full survey results with competitive analysis, a pdf of the presentation and link to the man on the street interviews. We are still solidifying dates with Gretchen - so I will be sending the timeline once I have heard back from her.

Please let me know if you have any other questions or would like additional information.

Thanks,

Kate

Man on the Street Interviews:
[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Chase Media
Date: Monday, December 31, 2012 11:36:00 AM
Attachments: [West Ridge Golf Club RFP.doc](#)
[ATT00001.htm](#)

From: Dylan Young [mailto: [REDACTED]]
Sent: Tuesday, November 20, 2012 12:32 PM
To: David Bunker
Subject: Fwd: Chase Media

David

Just checking in to see how the RFP is coming along. We are super excited to work on the Cider Hills brand. Please let us know if we can help in any way.

Thanks

Dylan C. Young

Creative Director | [REDACTED]
[REDACTED]

Begin forwarded message:

From: Dylan Young < [REDACTED] >
Date: October 24, 2012 10:55:34 AM MDT
To: David Bunker <DBunker@cedarhills.org>
Cc: ggordon@cedarhill.org, Natalie Johnson [REDACTED] >
Subject: Chase Media

David

I want to thank you for meeting with us yesterday. We are truly excited about this opportunity to develop a new brand for Cedar Hills. Attached is a copy of West Ridge Golf Club RFP. I think it has some great information and will be good guide for you to follow when developing your RFP. Please let me know if you have any questions or if Chase Media can help you in any way.

Thanks for your time.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: City Council Orientation - Finance.pptx
Date: Thursday, December 12, 2013 4:42:00 PM
Attachments: [City Council Orientation - Finance.pptx](#)

From: Charl Louw
Sent: Thursday, December 12, 2013 10:48 AM
To: David Bunker; Colleen Mulvey
Cc: Lauren Jasper; Dax Fossum
Subject: City Council Orientation - Finance.pptx

David,

Here is the finance department powerpoint for the orientation tomorrow.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: City of Cedar Hills - RESEND
Date: Wednesday, February 12, 2014 1:48:00 PM
Attachments: [image001.png](#)

From: Triplett, Kelli [REDACTED]
Sent: Friday, January 18, 2013 12:50 PM
To: Charlene Lenkart; David Bunker
Cc: Michelle Housley
Subject: Re: City of Cedar Hills - RESEND

Charlene,

Thank you for gathering this additional bit of information, which means Reclamation will not issue any RRA bills for City of Cedar Hills. I have sent a copy of this e-mail to Mr. Bunker, so he has the latest information. I plan on documenting in a letter to PRWUA and City of Cedar Hills how we got to this point.

While working in the RRA program, I have been able to learn things about our projects and the various canal companies, which often provide the water from master contractors, such as PRWUA, to the end users. I am no expert in contracts or water rights or the "plumbing" or our projects.

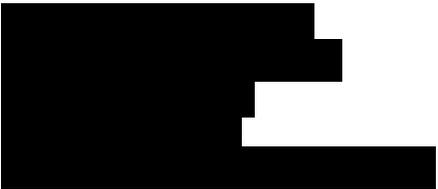
The RRA staff rely on districts, such as PRWUA, to identify those receiving Reclamation irrigation water. This requires the canal companies and users provide information back to PRWUA, when requested by Reclamation. I state the preceding because I do not believe I can adequately provide the documentation requested in Mr. Bunker's 1/3/13 e-mail, but will do my best.

I can say if the City of Cedar Hills files RRA forms with PRWUA prior to any Reclamation irrigation water being released from the Provo River Project, then there would be no question of the timing of the city's form being received vs. water delivery. Yes, that is the easy answer. Ultimately PRWUA is responsible to ensure the landholders comply with the RRA, including the forms requirements, and the methods they use to ensure compliance are left with them.

I cannot promise when the letter mentioned above will be sent, but wanted to acknowledge the information received by PRWUA and share it with Mr. Bunker.

Sincerely,

Kelli Triplett
RRA Coordinator



Bureau of Reclamation
125 So. State St., Room 6107
Salt Lake City, UT 84138

On Wed, Jan 16, 2013 at 12:35 PM, Charlene Lenkart [REDACTED] > wrote:
Kelli,

According to our records, in the 2010 irrigation season we have determined that we did not deliver any water through the canal to Pleasant Grove Irrigation until July 8. Since Cedar Hills is only a shareholder of PG Irrigation (and not Lehi or AF Irrigation), PG Irrigation is the only entity with shares of PRP water that could possibly have traded water from American Fork Canyon for their PRP water.

There is still some question on our end as to whether these shares are traded through PG Irrigation and how USBR came to the determination that Cedar Hills has to file forms, but either way, for 2010, they could not have received water until after July 8. Their form was on file as of May 24, 2010, so they should not be billed.

--

Kindest Regards,

Charlene Lenkart
Office Administrator

Provo River Water Users Association
285 West 1100 North
Pleasant Grove, UT 84062

[REDACTED]
[REDACTED]
[REDACTED]

 Please consider the environment before you print.

From: Triplett, Kelli [mailto:[REDACTED]]
Sent: Monday, January 14, 2013 4:09 PM
To: Charlene Lenkart
Cc: Michelle Housley
Subject: Re: City of Cedar Hills - RESEND

see attached, thanks.

Kelli Triplett
RRA Coordinator

[REDACTED]
[REDACTED]

[REDACTED]

Bureau of Reclamation
125 So. State St., Room 6107
Salt Lake City, UT 84138

On Mon, Jan 14, 2013 at 4:04 PM, Charlene Lenkart <[REDACTED]> wrote:
Kelli,

I have been unable to locate the 2005 determination letter referenced by Mr. Bunker. Is there any way to get a copy of that letter from you?

--
Kindest Regards,

Charlene Lenkart
Office Administrator

Provo River Water Users Association
285 West 1100 North
Pleasant Grove, UT 84062

[REDACTED]

[REDACTED]

[REDACTED]

 Please consider the environment before you print.

From: Triplett, Kelli [mailto:[REDACTED]]
Sent: Friday, January 11, 2013 10:45 AM
To: Charlene Lenkart
Cc: Michelle Housley
Subject: Fwd: City of Cedar Hills - RESEND

Charlene,

Could Keith or Shaun Draney provide some background information on the City of Cedar Hills' use of water from the American Fork River in lieu of its shares of water in American Fork Irrigation Company, Pleasant Grove Irrigation Company, etc.?

Thanks!

Kelli Triplett
RRA Coordinator

[REDACTED]

[REDACTED]

Bureau of Reclamation
125 So. State St., Room 6107
Salt Lake City, UT 84138

----- Forwarded message -----

From: **David Bunker** <DBunker@cedarhills.org>

Date: Thu, Jan 3, 2013 at 6:33 PM

Subject: RE: City of Cedar Hills - RESEND

To: "Triplett, Kelli" <[REDACTED]>

Cc: Gretchen Gordon <gordon@cedarhills.org>, Charlene Lenkart <[REDACTED]>,

"Housley, Michelle" <[REDACTED]>, "Eric Johnson" <[REDACTED]>

<[REDACTED]>, "[REDACTED]" <[REDACTED]>

Ms. Triplett,

Thank you for your response. We will contact Provo River Water Users Association to verify our submittals for each consecutive year from 2004 through 2012. In addition, I would like to have our legal representatives review the contractual obligations the City has with the Bureau of Reclamation as it relates to the exchange of Deer Creek Project water out of the American Fork River.

Specifically, I would like to request from you the written information Reclamation has based its March 3, 2005 determination on. As I stated before there has been no clarity in this area prior to, nor after December 2004. You may possibly have this documentation that we are unaware of.

Please send the appropriate contracts and paperwork you have on file which outlines this relationship and the use of these waters by Cedar Hills to our City Offices. Our address is 10246 North Canyon Road, Cedar Hills, Utah, 84062. If you are not the appropriate person to provide these documents, please forward this request to the responsible person, and forward their contact information to us.

Thank you,

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



Visit us on
Facebook

www.facebook.com/cedarhillsutah

From: Triplett, Kelli [mailto:]
Sent: Thursday, January 03, 2013 2:16 PM
To: David Bunker
Cc: Gretchen Gordon; Charlene Lenkart; Housley, Michelle
Subject: Re: City of Cedar Hills - RESEND

Mr. Bunker,

Sorry for the delay in responding to your e-mail. I have spoken with staff in Reclamation's Provo Area Office and we have no information to change the position provided by Reclamation in its March 3, 2005, letter to Provo River Water Users Association. The City of Cedar Hills by exchange of Deer Creek Project water for water out of the American Fork River benefits from Reclamation irrigation water subject to the RRA requirements. Reclamation recognizes the City of Cedar Hills has RRA forms on file for each year. However, for the 2010 water year, Provo River Water Users Association was not able to provide documentation to show the form filed by the City of Cedar Hills in 2010 was received prior to the initiation of Reclamation irrigation water deliveries within the Provo River Project. Districts (and Associations) which do not have individual water delivery records for their landholders are encouraged to ensure all required RRA forms are on file (and date stamped received) prior to the start of the irrigation season for their district.

At this time Reclamation will prepare an administrative fee bill in the amount of \$290 for the 2010 water year, which will be sent to Provo River Water Users Association, as that is who Reclamation's has its contractual relationship, with a copy to your office. The letter will provide information on how to appeal the billing, should the City of Cedar Hills and/or Provo River Water Users Association choose to appeal the billing.

Sincerely,

Kelli Triplett
RRA Coordinator



Bureau of Reclamation
125 South State St., Room 6107
Salt Lake City, UT 84138

On Mon, Oct 29, 2012 at 3:04 PM, David Bunker <DBunker@cedarhills.org> wrote:
Ms. Triplett,

I have reviewed the documentation you sent regarding the use of Provo River Project water in Cedar Hills. As the documentation from March 2005 clearly states, the City of Cedar Hills lies above the Murdock Canal, which conveys Provo River Project water. It is debatable that Cedar Hills takes water shares out of the American Fork River in exchange for the use of Provo River Project water by others. We have no knowledge or documented agreement confirming that statement or position.

Information you have supplied does not definitively identify that point as fact but rather conjecture. In fact, Mr. Despain's letter of December 2004 states that he is unsure that Cedar Hills is covered under the regulations, adding more confusion rather than clarity. And further that the" relationship is a mystery even to some members of the board and staff." While the City's use of some form of Reclamation Water may be the position of the Bureau, it is not clear in any documentation received or held by the City to date.

Notwithstanding this position, the City of Cedar Hills has consistently supplied Form 7-21PE for water years commencing with 2004 to the District. In case you have not received copies, I will again submit documentation of the submitted forms for the last several years. I will also include a conformation of the 2012 forms submitted to Ms. Charlene Lenkart with PRWUA in March of 2012.

The City of Cedar Hills is in current conformance with your requests for documentation regarding Form 7-21PE. If there are reporting errors or other reports required, please notify the City at your earliest convenience. If you are in need of any other information, you may call our office at 801.785.9668.

Regards,

David H. Bunker
City Manager/City Engineer
City of Cedar Hills



www.facebook.com/cedarhillsutah

From: Triplett, Kelli K [mailto:████████████████████]
Sent: Wednesday, October 17, 2012 1:16 PM
To: David Bunker
Cc: Gretchen Gordon; Charlene Lenkart; Housley, Michelle
Subject: RE: City of Cedar Hills - RESEND
Importance: High

Mr. Bunker,

I am working on a follow-up report to Provo River on pending items and would like to get the matter pertaining to City of Cedar Hills resolved. If I do not receive a response from your office within the next 30 days, I will go ahead and issue the \$290 admin fee bill for the 2010 water year. Please note the letter issuing the bill

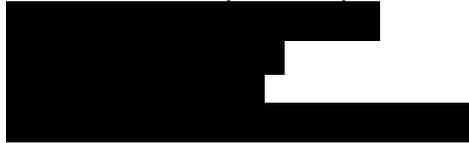
would include information on filing an appeal with Reclamation's Denver Office. I am still willing to discuss application of the RRA to the City of Cedar Hills, but need to attain resolution.

Sincerely,

Kelli Triplett

RRA Coordinator

888-246-9998 (toll free)



Bureau of Reclamation
125 South State St., Room 6107
Salt Lake City, UT 84138

From: David Bunker [mailto: [REDACTED]]
Sent: Monday, September 17, 2012 3:01 PM
To: Triplett, Kelli K
Cc: Gretchen Gordon
Subject: RE: City of Cedar Hills - RESEND

Hi Kelli

I have not had the opportunity to follow up with you yet, but will ask Gretchen Gordon in our office to help with the follow up. I apologize for the delay.

David H. Bunker
City Manager/City Engineer
City of Cedar Hills



From: Triplett, Kelli K [mailto: [REDACTED]]
Sent: Friday, August 31, 2012 8:36 AM
To: David Bunker
Cc: Charlene Lenkart; Housley, Michelle
Subject: City of Cedar Hills - RESEND

Mr. Bunker,

Below is the message I initially sent you on 7/13/12. I am checking to see if you have had an opportunity to review the info I presented and provide a response. I'd like to get this pending issue with the City of Cedar Hills resolved of as soon as

possible.

Your assistance is appreciated.

Kelli Triplett

Mr. Bunker,

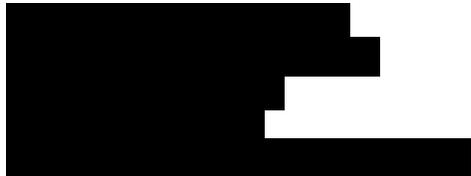
Thank you for returning my call yesterday regarding the City of Cedar Hills and the benefit it receives from the exchange of shares of water in American Fork Irrigation Company and Pleasant Grove Irrigation Company, both users of Provo River Project water, in order to pull water from American Fork River. The attached file contains two documents. The first is a March 3, 2005, letter from Reclamation to Provo River WUA (see the bottom of page 2). The second is a December 20, 2004, letter from Rod Despain to Reclamation explaining the shares and use of Provo River Project water.

I do not recall if I mentioned this on our call or not, but I recently received a list of Utah Lake Distributing Company's (ULDC) customer phone list, which identifies the City of Cedar Hills with 18 shares of their stock/water. ULDC customers receive Reclamation irrigation water via the Provo River Project in some years depending on the type of water (Utah Lake [nonproject] or Provo River Project water) it receives from Jordan Valley Water Conservancy District.

I look forward to hearing from you once you have had an opportunity to review the attached information.

Sincerely,

Kelli Triplett
RRA Coordinator



Bureau of Reclamation
125 South State St., Room 6107
Salt Lake City, UT 84138

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Communities That Care
Date: Wednesday, January 02, 2013 1:56:00 PM
Attachments: [ATT00001.png](#)
[Lone Peak High School Profile Report.pdf](#)
[Alpine MOA SHARP 2011.pdf](#)

From: Pat Bird [mailto: [REDACTED]]
Sent: Friday, August 31, 2012 3:00 PM
To: David Bunker; [REDACTED]; [REDACTED]; [REDACTED]
Cc: Gary Gygi [REDACTED] t); Gary Gygi
Subject: Re: Communities That Care

Thanks Dave,

Paul Rasband gave permission for the release of the SHARP survey. I have also attached the MOA with have with Alpine on the survey. Please refer to it.

Also please let me know if you need any help with items. I will send out an additional email with the Tri-ethnic model stages from the community readiness report.

Thanks

Pat

PLEASE NOTE MY NEW EMAIL ADDRESS.

PAT BIRD | Prevention Manager | 801-851-7126

Utah County Department of Drug and Alcohol Prevention and Treatment (UC@DDAPT)

151 South University Ave, Suite 3200

Provo, UT 84601

[REDACTED]

>>> David Bunker <DBunker@cedarhills.org> 8/31/2012 9:18 AM >>>

Pat,

Very nice to visit with you yesterday. I really think this is something our community should be involved in. I will get with our Mayor and see where he and the council want to go with it. Here is my contact information for the data you may be able to provide.

10246 N. Canyon Road

Cedar Hills, Utah 84062

801.785.9668 ext. 101

Thanks again for your time!

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: County Emergency Management Meeting today
Date: Tuesday, February 26, 2013 1:42:00 PM

From: Laurie Petersen
Sent: Tuesday, February 26, 2013 8:13 AM
To: David Bunker; Chandler Goodwin
Subject: County Emergency Management Meeting today

Hi David and Chandler,

Just wanted to remind you that I will be going to Spanish Fork for the County Emergency Management Meeting today.

The meeting starts at 10:00 and I am not sure what time it ends, but I will not be back in time to cover for Mike's lunch.

Thanks,
Laurie

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Customer appreciation day approval for news letter
Date: Thursday, March 27, 2014 4:14:00 PM

From: Wade Doyle
Sent: Wednesday, March 26, 2014 12:27 PM
To: David Bunker
Cc: Greg Gordon; Wade Doyle
Subject: Customer appreciation day approval for news letter

We would like to invite all Cedar Hills residents out to the golf club on Saturday May 10th between the hours of 12pm and 3pm for resident appreciation day and say thank you for supporting the golf club. The Golf Club will be donating 9 hole green fees for free on that day. **(cart fee is required \$7 per player)** **Proof of residency is required at check in.** Please call and reserve your tee time 10 days in advance at 801-796-1705. Sammy's grill located in the recreation center will be having specials with pro shop receipt on that day between the same hours of 12pm and 3pm. They will be offering free ice cream cones, \$5 regular cheeseburger with fry and \$2 half pie shakes. Please come out and enjoy the day with us.

Thanks,

Cedar Hills Golf Club and Staff

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: December Spreadsheet
Date: Thursday, January 16, 2014 4:25:00 PM
Attachments: [image001.png](#)
[REDACTED]
[image002.png](#)

From: Greg Gordon
Sent: Thursday, January 09, 2014 4:42 PM
To: David Bunker
Subject: December Spreadsheet

Take a look at this new spreadsheet and tell me if this is enough. If so I'll create one similar for Events also.

Greg Gordon
Community Services Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: FW: Driving range fence- follow up to our June meeting
Date: Friday, August 09, 2013 1:57:00 PM

Any thoughts here guys? I think we need to put some proposals together, let Botida know, then ask council if they want to fund it. Lets put this on the next council agenda. August 27th. Greg will you present? You will be there anyway for your monthly department report. ☺

David

From: Michael Bottita_legacy [mailto:]
Sent: Friday, August 09, 2013 10:43 AM
To: David Bunker
Subject: Re: Driving range fence- follow up to our June meeting

Dear Dave,

Thank you again for meeting with me in June about my concerns over the driving range balls hitting my house on 4266 white pine cove. At that meeting it was discussed that i would be out of the country until later in the summer and that you and the committee were going to discuss options and get back to me for more input and with some possible solutions to the problem i am experiencing with being bombarded by range balls. At this point i have yet to hear anything about this situation. As it now two months later i am anxious to seek a solution as soon as possible.

As of today there are have been 11 balls hit the house since we last spoke and nearly 80 balls in the yard. That would include a few new pock marks on the stucco. Yesterday, a ball hit the house and broke the glass on the garage lantern. As you can imagine this is becoming quite problematic for my family and the personal property damage is mounting.

I do appreciate the attention this was given by you and the others present that day and would like to continue to work toward a solution that is equitable for both of of us.

I would appreciate you contact me at your earliest convenience.

Sincerely,

Michael Bottita
[REDACTED]

--

Thank you,
Michael Bottita
Third Grade
Legacy Elementary School
[REDACTED]
[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Final Report
Date: Thursday, July 11, 2013 11:42:00 AM
Attachments: [REDACTED]

Will you make two bound copies of this with a stiff cover and back page. One for me and one for the Mayor.
Thanks
David

-----Original Message-----

From: Rich Nelson [[mailto:\[REDACTED\]](mailto:[REDACTED])]
Sent: Thursday, July 11, 2013 10:10 AM
To: Hunt Willoughby; Lynn Ritchie; Gary Gygi
Cc: David Bunker; Aaron Palmer; Scott Darrington; Craig Whitehead; Laurie Adams
Subject: FW: Final Report

Group,

Attached is the final report on the fire services consolidation report from Matrix.

Laurie, would you please forward this to Utah County. Thank you.

Rich Nelson
Alpine City Administrator
20 North Main Street
Alpine City, UT 84004
[REDACTED]

-----Original Message-----

From: Robert Finn [[mailto:\[REDACTED\]](mailto:[REDACTED])]
Sent: Monday, July 08, 2013 8:06 AM
To: BRAD G FREEMAN; Kriss Garcia; Marc Sanderson
Cc: Rich Nelson
Subject: Final Report

Good Morning,

Attached is the Final Report based on the comments received regarding the most recent draft.

Please let me know the desire of the Cities for a presentation. As I have indicated on several occasions, Chief Garcia has indicated that American Fork would like a presentation, but I have yet to hear from the other cities regarding their interest. Recall that one presentation is included in the price and any additional presentations would cause additional costs unless they are done on the same date.

Thanks

Robert Finn
Senior Manager
Matrix Consulting Group
[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Former Utah City Manager- Konrad Hildebrandt
Date: Wednesday, March 19, 2014 1:08:00 PM

From: Scott Darrington [mailto:██████████]
Sent: Wednesday, March 19, 2014 1:07 PM
To: ucma@washingtoncity.org
Subject: Former Utah City Manager- Konrad Hildebrandt

Press Release regarding Konrad Hildebrandt. His new email address is: ██████████



Assistant City Manager

March 19, 2014 – City staff welcomed Konrad Hildebrandt as the new Assistant City Manager of Administrative Services on Monday, March 17.

Hildebrandt joins the City with 25 years of experience in the public sector and holds a Masters of Public Administration from the Marriott School of Management, Brigham Young University.

“I look forward to working with Konrad, he will bring a new perspective to our organization and our community given his experience and having worked in other parts of the country” said Richard Morton, City Manager.

Hildebrandt will oversee the following six departments: Billing & Collection, Building Services, Equipment Services, Finance, Purchasing and Risk Management.

To unsubscribe from this group and stop receiving emails from it, send an email to ucma+unsubscribe@washingtoncity.org.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Forwarded Image from MX-3501N
Date: Wednesday, November 20, 2013 3:14:00 PM
Attachments: [Scanned Image 20131120_153210.tif](#)

-----Original Message-----

From: Greg Gordon
Sent: Wednesday, November 20, 2013 2:57 PM
To: David Bunker
Subject: FW: Forwarded Image from MX-3501N

David,

Can you please sign this contract for Midway West for our Family Festival and scan it and send it back to me and I'll send it on to Jerianne to get back to them.

Thanks.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601

-----Original Message-----

From: Mike Carson
Sent: Wednesday, November 20, 2013 2:54 PM
To: Greg Gordon
Cc: Jerianne Conroy
Subject: FW: Forwarded Image from MX-3501N

Greg,

Jerianne asked me to forward this contract to you from Midway West. It looks like we have some dates for Family Festival 2014. May I publish them in the newsletter and on the website?

Thanks,

Mike Carson
Front Desk
City of Cedar Hills
10246 N Canyon Road
Cedar Hills UT 84062
801-785-9668 ext. 100
Fax: 801-796-3543
frontdesk@cedarhills.org

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-----Original Message-----

From: Dax Fossum

Sent: Wednesday, November 20, 2013 1:32 PM

To: Mike Carson

Subject: Forwarded Image from MX-3501N

Reply to: Scanned Image <IT@CedarHills.org> Device Name: Not Set Device Model: MX-3501N

Location: Not Set

File Format: TIFF-F MMR(G4)

Resolution: 204dpi x 196dpi

Attached file is scanned image in TIFF format.

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2247 / Virus Database: 3629/6352 - Release Date: 11/20/13

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: fourth quarter report
Date: Tuesday, July 16, 2013 11:54:00 AM
Attachments: [image001.png](#)
[4th quarter report.docx](#)

From: Sam Liddiard [mailto:████████████████████]
Sent: Tuesday, July 16, 2013 11:48 AM
To: David Bunker
Subject: FW: fourth quarter report

Here is our report. I apologize this took so long. See you tonight.

From: Sam Liddiard
Sent: Tuesday, July 16, 2013 9:40 AM
To: 'David Bunker'
Subject: RE: fourth quarter report

I have the report completed. I am waiting for approval and will send it off to you the second it is done.

From: David Bunker [<mailto:DBunker@cedarhills.org>]
Sent: Tuesday, July 16, 2013 9:29 AM
To: Sam Liddiard
Subject: fourth quarter report

Sam

Just wanted to touch base with you again and see if you have had some time to pull together the fourth quarter report for the Police department. I know you are busy and have a lot on your plate but I would like to get this out asap.

Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



Visit us on
Facebook

www.facebook.com/cedarhillsutah

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Dax Fossum](#)
Subject: FW: Invoice
Date: Thursday, September 12, 2013 3:03:00 PM
Attachments: [uploads@seagullprinting.com_20130912_164737.pdf](#)

-----Original Message-----

From: Dave Glass [<mailto:>]
Sent: Thursday, September 12, 2013 2:44 PM
To: David Bunker
Subject: Re: Invoice

Thanks,
Dave

On Sep 12, 2013, at 1:07 PM, David Bunker wrote:

- > Dave
- > We are cutting a check for our state of the city printing that you have been working on with Mike and Jenney. Could you send a current invoice to us? Can the postage and printing be paid together? Dax Fossum will get that together when we get the updated invoice.
- > David Bunker
- > City of Cedar Hills
- >
- >
- > Sent from my iPhone

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Chandler Goodwin](#)
Subject: FW: Job Announcement - Assistant City Administrator / Planner
Date: Monday, May 06, 2013 3:53:00 PM
Attachments: [image002.png](#)
[Pleasant View Assistant City Administrator Planner Job Announcement.pdf](#)

I will talk to you about this one. Don't go anywhere Chandler!
David

From: Melinda Brimhall [mailto: [REDACTED]]
Sent: Monday, May 06, 2013 3:18 PM
To: [REDACTED]
Subject: Job Announcement - Assistant City Administrator / Planner

Dear UCMA,

Please see the attached job description for Pleasant View City Assistant City Administrator / Planner. This is a newly created position after the recent announcement of the retirement of our Community Development Director. Please pass this along to anyone you feel would be interested in the job. The position closes on Monday, May 20 at 5:00 PM.

Thank you!

Melinda Brimhall
City Administrator
Pleasant View City
520 W. Elberta Drive
Pleasant View, UT 84414

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: July report
Date: Wednesday, August 14, 2013 4:01:00 PM
Attachments: [July 2013.docx](#)

From: Sam Liddiard [mailto: [REDACTED]]
Sent: Tuesday, August 13, 2013 3:40 PM
To: David Bunker
Subject: July report

I apologize for the last minute report. We had a computer glitch the last two days. I will be prepared earlier next month.

Sam

*Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003*

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: June Report
Date: Friday, July 12, 2013 4:53:00 PM
Attachments: [June 2013 Activities.docx](#)

From: BRAD G FREEMAN [mailto:[\[REDACTED\]](#)]
Sent: Thursday, July 11, 2013 4:39 PM
To: Laurie Adams; David Bunker; [\[REDACTED\]](#); rich nelson
Subject: June Report

From: [David Bunker](#)
To: [Charl Louw](#); [Gretchen Gordon](#)
Subject: FW: Just an FYI
Date: Monday, July 08, 2013 6:07:00 PM
Attachments: [image001.png](#)

Lets look at this Charl. As far as putting it on the website, lets make sure it's the final numbers then we can add it. I know Mike has been gone, but it would be good to get it on before the next council meeting. Gretchen, can you help us add this?

David

From: Jenney Rees [mailto:████████████████████]
Sent: Monday, July 08, 2013 5:39 PM
To: David Bunker; Gary Gyi
Subject: Just an FYI

I've been going through the budget for 2014 to work on the State of the City. I noticed this section doesn't add up. Looks like the total should be \$398,000, not \$423,000.

Also, the approved 2014 budget isn't yet on the website in the Finance tab.

Thanks,
Jenney

MISCELLANEOUS PROJECTS		FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	CHANGE
40-95-102	Utah Valley Home Builders	\$175,000	\$0	\$0	\$0
40-95-125	Trench Box	\$0	\$0	\$12,000	\$12,000
40-95-150	Impact Fee Analysis	\$0	\$0	\$36,000	\$36,000
40-95-200	Community Recreation Center - Phase II	\$0	\$350,000	\$350,000	\$0
40-95-201	Community Recreation Center - Phase III	\$0	\$500,000	\$0	(\$500,000)
40-95-230	Hillside Remediation Project	\$74,969	\$0	\$0	\$0
40-77-720	Public Works Building Basement	\$47,201	\$0	\$0	\$0
40-95-220	Civic Center	\$7,950	\$0	\$0	\$0
		\$305,120	\$850,000	\$423,000	(\$427,000)

From: [David Bunker](#)
To: [Colleen Mulvey](#); [Mike Carson](#); [Gretchen Gordon](#)
Subject: FW: List
Date: Friday, December 27, 2013 10:30:00 AM

Can we put this list together and put it on the server?

David

From: Jenney Rees [mailto:████████████████████]
Sent: Friday, December 27, 2013 9:29 AM
To: David Bunker
Cc: Gary Gygi
Subject: List

Hi David,

Does Gretchen or Colleen have a current list of all of our committees and the names of those who serve on them? If so, would you mind having her send me a copy?

Thanks,
Jenney

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: LPFD July Report
Date: Wednesday, August 14, 2013 4:01:00 PM
Attachments: [July 2013 Activities.docx](#)

From: BRAD G FREEMAN [REDACTED]
Sent: Wednesday, August 07, 2013 12:07 PM
To: Laurie Adams; [REDACTED]; rich nelson; David Bunker
Subject: LPFD July Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Management Report
Date: Monday, September 23, 2013 2:09:00 PM
Attachments: [image001.png](#)

From: David Bunker
Sent: Monday, September 23, 2013 1:55 PM
To: Chandler Goodwin; Charl Louw; Jeffrey Maag; Greg Gordon; Sam Liddiard (SLiddiard@afcity.net); Brad Freeman (bfreeman@lonepeakfire.com)
Subject: Management Report

Department Directors,

I just wanted to pass along some positive feedback from our mayor and council regarding the management report. They appreciate the good work you are doing to inform them of what is happening in each of your departments. Many of them have chimed in to say thank you. As we continue to give specific information in a format that helps the council truly understand the state of the departments, it will only help the city in the short and long term.

Thanks again for your diligence and hard work. I appreciate each one of you and your contributions to the City as well. You're a great team to work with!

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



Visit us on
Facebook

www.facebook.com/cedarhillsutah

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Meeting on June 13, 2013
Date: Thursday, May 30, 2013 7:20:00 PM
Attachments: [Agenda 06-13-2013.docx](#)

Will you help me not drop this one? I am not sure where the EAP signature is at.
David

From: JoAnn Scott [mailto:]
Sent: Thursday, May 30, 2013 12:14 PM
To: David Bunker; Dale Goodman
Subject: Meeting on June 13, 2013

Greetings,

Attached please find the agenda for June 13, 2013 that will be posted next week. If there are any changes that need to be made, please let me know by Tuesday morning. I have also attached a copy of the Interlocal Agreement, By-Laws and minutes from our May 16th meeting. American Fork City's attorney wants to look over the Interlocal Agreement and compare it to the one that was signed back in 2008. I have yet to receive back his findings; this may delay AFC signing it until the second City Council meeting in June which is June 25th.

David, could you please send me an electronic copy of the signature page from the EAP that your mayor signed. Thank you.

I will prepare packets for this meeting to email you as the date gets closer and when I get budget material from Matt.

Thanks for all you do.

JoAnn Scott
Administrative Assistant



275 East 200 North
American Fork, UT 84003

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Meeting time
Date: Monday, March 25, 2013 2:38:00 PM

From: Architectural Coalition Rand [mailto: [REDACTED]]
Sent: Monday, March 25, 2013 11:18 AM
To: David Bunker
Subject: Meeting time

Good morning David.

I have a 9:00 am meeting tomorrow morning, and a meeting in Sandy at 3:00 pm on Tuesday. I was hoping that we could get together about 1:00 to 1:30 to review the drawings for the club house. I will need to leave by about 2:15 to make my 3:00 pm meeting in Sandy. Will that work for you? If not, I am open on Wednesday all day. I will have nearly completed architectural drawings and structural drawings for you to review. Mechanical and electrical are still a ways off, but will be ready for the 1st. We probably need to get together with the electrical engineer sometime to discuss lighting.

I have a stepson that passed away last Friday, and his funeral will be Thursday, so I will be indisposed Thursday. I also have most of Friday open. Connie, my wife and I will be going out of town on Monday, April 1 and we won't be back until April 10th. My office staff will handle getting drawings out to bid, and when I get back we will issue an addendum to answer any questions that may have come up.

I would like to suggest that you have a walk thru of the building on April 3, 4, or 5. The walk thru should be mandatory. Questions or concerns should be submitted to the office of the architect by noon, April 11th. The Addendum will be issued by the end of the day on April 11th. Questions after the 11th will not be answered. There will be no extensions of the deadline.

Respectfully,
Guil Rand

Architectural Coalition
1991 South State Street
Springville, Utah 84663
[REDACTED]

[REDACTED]

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Monthly report
Date: Monday, November 18, 2013 9:17:00 AM
Attachments: [October 2013.docx](#)

From: Sam Liddiard [mailto: [REDACTED]]
Sent: Tuesday, November 05, 2013 4:46 PM
To: David Bunker
Subject: Monthly report

Here is the report for October.

Sam

*Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003*

[REDACTED]

From: [David Bunker](#)
To: [Colleen Mulvey](#); [Gretchen Gordon](#)
Subject: FW: My response
Date: Thursday, March 21, 2013 4:46:00 PM

From: Stephanie [mailto:]
Sent: Thursday, March 21, 2013 4:02 PM
To: Gary Gygi
Cc: Daniel Zappala; Jenney Rees; Daniel Zappala; Gary Gygi; Scott Jackman; Scott Jackman; Stephanie Martinez; Trent Augustus; Trent Augustus; David Bunker
Subject: Re: My response

Did you see this response: from a Joseph Williams:

Wait a minute . . . is this the same guy who has a \$700,000 lien placed against his house by the IRS and who claims that default judgment in his favor was entered because he sent the IRS a letter stating that if they didn't respond to him within 12 days that that would constitute default judgement in his favor, and who also claims to have copyrighted his name and to charge \$500,000 for each instance of its use without his permission?

http://161.119.38.203/Recorder/document.aspx?Entry_No=49388&YR=2012

And is it the same person who on July 4, 2012 filed a "Personal and Solemn Declaration of Independence" with the Utah County Recorder's Office, wherein he railed against the "United States corporation federal government" and "spiritually untie[s] [his] family from a sinking ship of state"?

Same person as the one in this mugshot?

<http://mugshots.com/US-Countie...>

And the same guy who hasn't won an election in over a decade but cannot stop reminding everyone, ad nauseam, of those halcyon days of 1994 - 2000 when he selflessly graced the city council of the virtuous little hamlet of Cedar Hills with his mental acuity and irreproachable morality, and prosperity and righteousness reigned, and how ever since that time the city has been plagued by an endless string hopelessly corrupt, dark-hearted elected officials whose depraved conspiracies have ruined the city and poisoned the minds and hearts of its citizens?

Same guy?

Sent from my iPad

On Mar 21, 2013, at 12:07 PM, Gary Gygi <ggygi@cedarhills.org> wrote:

Mrs. Rees is a rock star, way to go Jenney.

From: Daniel Zappala [REDACTED]
Sent: Thursday, March 21, 2013 11:42 AM
To: Jenney Rees
Cc: Daniel Zappala; Gary Gygi; Gary Gygi; Scott Jackman; Scott Jackman; Stephanie Martinez; Stephanie Martinez; Trent Augustus; Trent Augustus; David Bunker
Subject: Re: My response

Excellent response!

-- Daniel Zappala

On Thu, Mar 21, 2013 at 11:35 AM, Jenney Rees <[REDACTED]> wrote:

Here is my response to Ken's comment on the SL Trib article. Now I'm going to go take some deep breaths.

Mr. Cromar, you have accused every councilmember and mayor that has served on the City Council since you left in 2000 of being dishonest and lacking integrity. You have attempted to run for office on more than one occasion since then and have not won an election. My hope is that it is because most Cedar Hills residents don't agree with your assessment or your continued attacks on those who are also residents and are trying their best to serve our community.

Yes, we are paying off the golf course debt. It continues to go down each year. I do not know what was or was not promised to residents in 2001 when the course was originally voted upon as I wasn't a resident at the time, but as I said in an earlier post, continuing to beat up on former mayors and/or councilmembers isn't going to change where we are today. Today we are trying to find ways to reduce the subsidy as much as possible.

Nobody "stole" \$2.9 million dollars from you. There was \$2.9 million collected in recreation impact fees from developers to build a recreation facility. The facility that was selected to be built does serve as a clubhouse, an events center, and as a recreation center. There are recreation classes held there almost every day. There is a childrens' reading hour held there twice every week. The city held two city-wide family events there last year and plan on doing more this year. I understand it's not the building you wanted. It's not what I would have chosen. But to say that because it isn't what you wanted means that someone stole money is not accurate.

I don't know why you are accusing me of caring about power or jobs for family

members or friends. Nobody from my family works for the city and I haven't gotten anyone a job working for the city. You seem to think I have much more power than I actually do. We have worked hard to improve communication over the past year and half that I've been on the Council and have received many kind words and compliments on the openness and transparency. We continue to work on that as we have nothing to hide.

The Mayor and Council do not receive free golf. I don't know whether or not that happened with past Councils but it isn't happening now.

Certain employees do get free golf as an employee benefit, but they can only play on standby, meaning they can't book a tee time and can't interfere with paying customers.

Last year the Mayor created a Golf Course Finance Advisory Committee consisting of residents from all over the city with different perspectives on the golf course. This committee spent several months reviewing the golf financials and coming up with a complete presentation to provide to residents. One page of the presentation included an analysis of the losses. This slide was included in the newsletter sent to residents. This committee of residents did a fantastic job and many residents praised their efforts and their presentation.

Property taxes were not raised this year. The tax rate was raised to the rate suggested by the County in order to keep revenues consistent with 2012. This means that the majority of residents are paying about the same this year as they did last year. Some residents, including yourself, paid slightly less depending on the value of their homes. According to the Utah County tax assessment available on your property, you are paying less to the City of Cedar Hills this year than you did last year.

I am not trying to convince anyone that the golf course is going to make money or that we are better off for owning a golf course. My point is that we do own a golf course, we do have a bond to pay back, so we need to operate it to the best of our ability. Residents have been very vocal that they do not want us to default on the bond. Some have suggested shutting down the course and making it parks. That is an option, but doesn't save money. We still have operating expenses to maintain parks and the cost to convert the course into usable park space would be high. If you have ideas on ways we can save money in a way that doesn't hurt the city then I'm open to hearing them.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: NOTICE OF COMPLAINT - Utah Code Violations - Alcohol & incorrect Audio recording posted
Date: Tuesday, April 30, 2013 5:27:00 PM

From: Ken Cromar [mailto:k██████████]
Sent: Tuesday, April 30, 2013 1:45 PM
To: Gary Gygi; David Bunker; Colleen Mulvey
Cc: Jenney Rees; Scott Jackman; Daniel Zappala; Trent Augustus; Stephanie Martinez; Marilyn & Jerry Dearing; Paul & Diane Sorensen; Ken & Debbie Severn; Angela & Lars Johnson; Susan Mumford; Rosemary Cundiff
Subject: NOTICE OF COMPLAINT - Utah Code Violations - Alcohol & incorrect Audio recording posted

Mayor Gygi, Mr. Bunker, and Ms. Mulvey,

Please forgive in advance the firm tone taken in this letter, but the City's clear pattern of obfuscation and obstruction requires our effort to hold you to the law, your duties and your responsibilities.

It has now been or 4-days (or two business days) since my original email about my research in behalf of **Cedar Hills Citizens for Responsible Government**. Though you mayor have written twice now saying you would check into the posting on the City website of the incorrect audio recording of Tuesday's City Council meeting, you have not yet substantively responded. Why? This should a simple matter.

Also, further research has demonstrated that the Council's vote on Tuesday April 23, 2013, to allow the serving of alcohol at our so-called "family Recreation Center", may have been done so outside of the law. Had "alcohol" in the "Rec Center" been properly posted in the Agenda, I am confident that City Council meeting would have seen many more residents in attendance. The subject of the Agenda item -- **alcohol** -- was not included. You know that, and admitted it at the Council meeting. Unfortunately, based on the past record, we have no reason to believe this was not intentional.

Therefore, you should not be surprised that so many CH residents have grown weary of so many years of false and loud Council claims of "open, honest and transparent" CH government. It certainly does NOT appear to be true or accurate. As evidence I would encourage you to listen Council woman Jenney Rees' comments at the last Council meeting, but "Oops!", they've disappeared! Why?

Allow me to explain two immediate apparent Utah Code violations. I took occasion to do additional research on yours and the City's duties regarding City Council meetings, proper posting of agenda subject items (including alcohol), and audio recordings. Allow me to share with you the Code cites:

[Title 52](#) Public Officers

[Chapter 4](#) Open and Public Meetings Act

Section Written minutes of open meetings -- Public records -- Recording of

meetings.

(3) A recording of an open meeting shall:

(a) be **a complete and unedited record** of all open portions of the meeting from the commencement of the meeting through adjournment of the meeting; and

(b) be properly labeled or identified with the date, time, and place of the meeting.

(emphasis added)

It appears that the City did not comply with State Code cited above. While the city posted an incorrect audio capture, which is not a recording of the audio heard through the PA system, which is often indiscernible, and hence fails to comply with the requirement to provide "**a complete and unedited record**". The City is hereby notified that it has failed to uphold its responsibilities under the law.

Mayor Gygi, Mr. Bunker and Ms. Mulvey, I hereby invite you to immediately have provided a copy via email of the draft minutes of the April 23, 2013 for my review.

[Title 52](#) **Public Officers**
[Chapter 4](#) **Open and Public Meetings Act**
 Section 202 **Public notice of meetings -- Emergency meetings.**

52-4-202. Public notice of meetings -- Emergency meetings.

(1) A public body shall give not less than 24 hours public notice of each meeting including the meeting:

(a) **agenda;**

(b) date;

(c) time; and

(d) place.

(6) (a) A public notice that is required to include an **agenda** under Subsection (1) **shall provide reasonable specificity to notify the public as to the topics** to be considered at the meeting. **Each topic shall be listed under an agenda item on the meeting agenda.**

(b) Subject to the provisions of Subsection (6)(c), and at the discretion of the presiding member of the public body, a topic raised by the public may be discussed during an open meeting, even if the topic raised by the public was not included in the

agenda or advance public notice for the meeting.

(c) Except as provided in Subsection (5), relating to emergency meetings, a public body may not take final action on a topic in an open meeting unless the topic is:

- (i) listed under an agenda item as required by Subsection (6)(a); and
- (ii) included with the advance public notice required by this section.

(emphasis added)

Again, it appears quite obvious that the City did not comply with Utah State Code as cited above.

Mr. Gygi, I know you were not elected, only appointed, and indeed, according to a google search of CH minutes at the time you signed up to run for office, you hadn't even attended a Council meeting since 2005, so I understand why you might not be as familiar with your duties and responsibilities as you should -- but this does not excuse you from the obligations you accepted and for which we citizens pay you. You are responsible for final approval of the agenda before publication, are you not? You acknowledged at the Council meeting that "alcohol" was not on the agenda in item #19, so you should have appropriately canceled the item for non-compliance with the law, but you did not. Also, where is the "complete and unedited" audio record of the April 23, 2013 City Council Meeting? Please immediately provide explanation why the correct recording of the meeting was not posted and advise me when it is.

Additionally, you may want to consider the following post at Cedar Hills Citizens for Responsible Government website, which documents the former mayor (now serving time on a bank fraud guilty plea) and city manager ("resigned" ignominiously) email admission of conspiracy regarding alcohol in the Rec Center, which you've now voted to implement outside the knowledge of the community:

Secret Email #4 – Mayor: “Beer Tavern license”, -but “after the election”

- Oct• 26•12



IMPORTANT: Please don't miss the PDF at the bottom. It contains the documentation of former mayor Brad Sears & Council's flyer which promised no Sunday operation or alcohol if we would please just vote in favor of the "money maker" golf course which would not cost taxpayers one dollar. Now at over \$10 million in taxpayer subsidized losses and growing...

And please, do not attempt to hide behind, "Well, it's not a 'beer tavern' license that we voted

for." It's alcohol you voted for in our public building directly connected to golf and wedding, in the so-called "family Rec Center".

Mr. Bunker, we know you were only appointed, and indeed, you had no professional training and education in City Management, so we understand why you might not be as familiar with your duties and responsibilities as you should -- but this does not excuse you from the obligations you accepted and for which we pay you. Where is the "complete and unedited" audio record of the last City Council meeting?

Ms. Mulvey, we know you are new to the City, but we understand that you did work in a professional position within Pleasant Grove's Recorder Office, so you cannot be excused from the obligations you accepted and for which we pay you. Where is the "complete and unedited" audio record of the meeting?

Need I add to this the \$410,000 expenditure voted on outside of the requirements of your own new ordinance as admirably and eloquently explained by Council woman Jenney Rees, while pretending the expenditure is "only" a \$365,000 bid? We wonder, "Have you no shame"?

To date you have not yet substantively responded to what should have been a very easy explanation. Why? Political protection? Dishonesty? Incompetence? All the above? Research cited above has demonstrated that your vote to allow the serving of alcohol at our so-called "family Recreation Center", and that the posting of "**a complete and unedited record**" may also have been done so outside of compliance with the law.

And you wonder why so many of the citizens question your commitment to "open, honest and transparent" Cedar Hills government? Excuse the firm tone of this letter, but at some all point the excuses and justifications ring hollow, and you must be held responsible for your actions and non-actions. I gave you a reasonable period of time to provide explanation, enough that the mayor wrote two non-answers back. Why are we always pushed to the edge and forced to write this kind of letter in behalf of the **Cedar Hills Citizens for Responsible Government** and the rest of the community before you finally act? The City has proven itself notorious for not keeping and allowing of easy access to the public record. Reminder: 6000+ pages ORDERED by the Utah State Records Committee to be provided and possibly as much as \$120,000 you chose to waste in the attempt to withhold those records from the Public. You lost. Worse, you made the citizens pay for your mistake. Shall we do this again? Is it time for a real investigation and proper forensic audit? (NOTE: Representatives of the Utah State Records office are CC-ed above.)

Who is it that is really looking out for citizens of Cedar Hills and their money? You're not proving yourselves any different from the last group of officials. If you are incapable of performing your duties and responsibilities for which we the taxpayers handsomely compensate you and entrust you, would you please consider resigning your positions in favor of those who are?

In conclusion, we respectfully DEMAND that the audio record be corrected and posted immediately, and the alcohol vote / approval be suspended immediately until the City has gone through the proper legal process in public, on the record, in front of your employers -- the citizens of Cedar Hills.

Most Sincerely,

Ken Cromar - Researcher - in behalf of:
Cedar Hills Citizens for Responsible Government



On Apr 26, 2013, at 2:38 PM, Gary Gygi wrote:

Ken, to my knowledge, there has never been a problem before, this was a first and as mentioned earlier in my email, I will have it checked and will try to make sure it won't happen again.

-Gary

From: Ken Cromar [redacted]
Sent: Friday, April 26, 2013 2:16 PM
To: Gary Gygi
Cc: Colleen Mulvey; David Bunker; Jenney Rees; Scott Jackman; Daniel Zappala; Trent Augustus; Stephanie Martinez; Marilyn & Jerry Dearing; Ken & Debbie Severn; Angela & Lars Johnson
Subject: Please respond with substance. Re: Request for posting of audible recording of Tuesday night's City Council meeting.

Mayor Gygi,

Thanks for your email, un-substantive though it is.

Thank you for being willing to "check". I expect you, as the mayor, and the political officer in charge of overseeing city operations, to personally investigate and fully explain in writing how it is possible that an inferior recording was allowed to be posted as the official city audio record? And, I also expect you to insure the inferior recording is taken down and replaced with a proper recording. (Remember my recent GRAMA request for audio of the long-awaited November Golf Course Finance Review Committee audio recording mysteriously disappeared or as reported was "not recorded".) Why is it that the availability of potentially embarrassing audio from key public meetings is compromised? Unless solved, this is another serious breach of your responsibility and capability, and brings city personnel integrity, capability and transparency into question yet again.

With regards to your quip regarding my being an "expert", if you need my professional services, you can offer a price to hire me if you care to, which I will consider. In the meanwhile, may I respectfully remind you that you and your staff are supposed to be competent and have solved recording problems and procedures of public meetings long ago.

Awaiting your substantive written response. Until then...

Ken Cromar
Cedar Hills Citizens for Responsible Government -- Researcher

On Apr 26, 2013, at 12:16 PM, Gary Gygi wrote:

Ken, thanks for the input, we will check it but in as much as you're an expert in this field, can you help us to make sure our equipment is working properly before the meeting.

-Gary

From: Ken Cromar [REDACTED]

Sent: Friday, April 26, 2013 11:46 AM

To: Colleen Mulvey; Gary Gygi; David Bunker

Cc: Jenney Rees; Scott Jackman; Daniel Zappala; Trent Augustus; Stephanie Martinez; Marilyn & Jerry Dearing; Ken & Debbie Severn; Angela & Lars Johnson

Subject: Request for posting of audible recording of Tuesday night's City Council meeting.

Ms. Mullvey, Mayor Gygi and Mr. Bunker,

In listening to the audio posted of the last City Council meeting (April 23, 2013), I'm sorry to report that much of it is inaudible and indiscernible.

As an audio-visual producer/director professional, and having attended the meeting Tuesday night, it appears that the recording posted is from a single generically placed microphone channel on the right side (south) of the room which captured all ambient room noise, apparently no one in particular, and is not the mix of all the microphones channels, as we heard over the PA system that night. For example, I noticed at the meeting that Council member Jenney Rees' comments were directly into her microphone, were loud and clear to hear by all in the room -- more so than any other Council member or anyone else for that matter. I sat on the opposite side of the room, farther away from her than any Council person and heard in the PA system speaker directly over my head. Therefore, this tells me that the sound was there.

On the posted recording, despite Councilman Rees' loud, clear voice, her comments are the least comprehensible of all the Council members. Her comments, and responses to her comments, were significant and of importance to public record. I hope this was not intentional? When the complete dialogue is

not discernible, the recording is inaccurate and essentially worthless, and not in keeping with the duties and responsibilities of recording requirements of the public record.

I also randomly checked a couple of other Council meeting recordings which were by comparison much clearer and hence a proper record of the meeting.

May I encourage you to revisit your recordings and to please post a proper recording of the meeting for the public record? If not, I would have to respectfully insist on a verbatim transcription, tedious as the task may be, of the entire meeting to be made available for the public please.

Thank you,

Ken Cromar

[REDACTED]
[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: November report
Date: Wednesday, December 04, 2013 3:03:00 PM
Attachments: [November 2013.docx](#)

From: Sam Liddiard [mailto:]
Sent: Wednesday, December 04, 2013 11:42 AM
To: David Bunker
Subject: November report

I have attached the report for November. I apologize I missed this morning's meeting.

Sam

***Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003
801-763-3020***

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: October Report...
Date: Thursday, October 17, 2013 10:38:00 AM
Attachments: [September 2013 Activities.docx](#)

From: BRAD G FREEMAN [REDACTED]
Sent: Wednesday, October 16, 2013 2:50 PM
To: David Bunker; [REDACTED] rich nelson
Subject: October Report...

Sorry this is a little late.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Operator Certification
Date: Wednesday, January 29, 2014 10:30:00 AM
Attachments: [e-OC Renewal Application.pdf](#)

From: Margaret Hand [mailto: [REDACTED]]
Sent: Wednesday, January 29, 2014 10:28 AM
To: David Bunker
Subject: Operator Certification

David Bunker,
On January 24, 2014, we received your \$100.00 renewal fee, but we have not yet received your renewal application.
I have attached a blank renewal application for your use.
If you have questions or need assistance, please feel free to contact me.
Thank you
Margaret Hand

--

Margaret Hand
Division of Drinking Water
Operator Certification Program
195 North 1950 West
Salt Lake City, Utah 84114-4830



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Order # 17753895
Date: Tuesday, July 16, 2013 10:54:00 AM

-----Original Message-----

From: drodriguez@positivepromotions.com [<mailto:> ]
Sent: Monday, July 08, 2013 4:04 PM
To: David Bunker
Subject: Order # 17753895

Thank you for your recent order. We currently have your order on Paper Proof Hold awaiting approval to an email or fax sent to you. Please let us know if the art we sent is approved and we can begin production or if changes are needed. Please keep in mind that we can not proceed without hearing back from you. If you have replied back to us within the past 24 hours, please disregard this notice.

Thank you for your assistance with this.

Darlene Rodriguez
ICE Order Movement



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Parlant message
Date: Monday, October 21, 2013 3:39:00 PM
Attachments: [Attention Cedar Hills Residents.docx](#)
[image001.png](#)

Could you proof this? I think we need a reword on some parts?
David

From: Nicole Allen
Sent: Monday, October 21, 2013 2:36 PM
To: Dax Fossum
Cc: Greg Gordon; David Bunker
Subject: Parlant message

Attached is the message I created to be sent out to residents via email. Let me know if you have any questions!

Thanks!

Nicole Allen
Recreation Coordinator

City of Cedar Hills
nallen@cedarhills.org
(801) 785-9668 ext. 302



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Performance Evaluations
Date: Thursday, August 08, 2013 3:04:00 PM
Attachments: [Lehi Employee Performance Appraisal System \(Final 040313\).pdf](#)

If you think there would be some value in reviewing/incorporating some of Lehi's appraisal system we can. Take a look at the pdf.

David

From: David Kitchen [mailto: [REDACTED]]
Sent: Thursday, August 08, 2013 1:38 PM
To: Annette Spendlove; Judith Mayfield; [REDACTED]

Subject: RE: Performance Evaluations

Attached is the form we use at Lehi. We've used it for two years now and it's not perfect, but seems to be getting better and managers understand how to use it better.

David

David Kitchen
Human Resources Manager
City of Lehi

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



OFFICE HOURS:

Monday-Thursday: 7am - 6pm
Friday, Saturday & Sunday: Closed

From: Annette Spendlove [mailto: [REDACTED]]
Sent: Thursday, August 08, 2013 10:47 AM
To: Judith Mayfield; tstillman@alpinecity.org; melanie@afcity.net; cwebb@blanding-ut.gov; richins@bluffdale; [REDACTED]

David Kitchen; [REDACTED]

Subject: RE: Performance Evaluations

Would you mind sending me a template of your performance evaluations.

Sincerely,

S. Annette Spendlove, MMC

North Ogden City Recorder/HR Director
505 E 2600 N
North Ogden, UT 84414

[REDACTED]
[REDACTED]
[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Pickup order
Date: Tuesday, February 19, 2013 3:30:00 PM
Attachments: [image001.png](#)

From: David Bunker
Sent: Thursday, February 07, 2013 6:16 PM
To: [REDACTED]
Subject: RE: Pickup order

Our fax number is 801.796.3543. I think at the price we would go with the V8 engine, \$20,947.15

Thank you Doug,

From: [REDACTED] [[mailto:\[REDACTED\]](mailto:[REDACTED])]
Sent: Wednesday, February 06, 2013 10:30 AM
To: David Bunker
Subject: RE: Pickup order

DAVID, I have the vehicle built for you give me a fax number and I will get the specs to you. Pricing on unit V6 engine \$20,143.15 V8 engine \$20,947.15 let me know what else I can do for you. Thanks
Doug Roberts

From: David Bunker [<mailto:DBunker@cedarhills.org>]
Sent: Monday, February 04, 2013 4:49 PM
To: [REDACTED]
Subject: Pickup order

Hi Doug
Just wanted to shoot you a request for a truck for the City.
We would like to order the following vehicle:

F-150 STX (Model Code - F1E Order Code - 200A)
Regular cab
4 X 4
White exterior
Black interior
ADD: Equipment Group 201A Value Package

Thanks. If you could send over the total specs this unit would have with the bid price I would appreciate it.

DAVID H. BUNKER

CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Police Report
Date: Thursday, September 12, 2013 3:07:00 PM
Attachments: [August 2013.docx](#)

From: Sam Liddiard [REDACTED]
Sent: Wednesday, September 11, 2013 6:49 AM
To: David Bunker
Subject: Police Report

David,

Sorry for my delay.

One of my sergeants took a call from someone who would only identify themselves as [REDACTED], from Cedar Hills. She was upset about the traffic on Canyon Heights Drive and Hillside Drive. He said she was quite demanding about an extra patrol on this corner. I asked him if he thought it was [REDACTED] [REDACTED] We have conducted an extra patrol on that corner all last week during the bus stop times. The fastest speed we found while we were there was 32mph. Is it possible for me to get a copy of the traffic trailer report that shows the times and speeds of vehicles? I know that a police car in the area will slow people down considerably just by being there. We would like to help with this problem in any way we can.

Sam

*Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003*

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: POSITIVE PROMOTIONS ORDER# 17753895 * PROOF C* Do you approve ?
Date: Tuesday, July 16, 2013 10:54:00 AM
Attachments: [17753895_OSa-658.pdf](#)
[17753895_PLP-6.pdf](#)
[ATT00001.htm](#)

From: Approval [mailto:approval@positivepromotions.com]
Sent: Monday, July 08, 2013 7:18 AM
To: David Bunker
Subject: POSITIVE PROMOTIONS ORDER# 17753895 * PROOF C* Do you approve ?

Thank you for ordering with Positive Promotions. In order to further process your order, we need the approval for your artwork that is attached. If we have sent a suggested layout, please reply with your approval of which layout you prefer.

Your order is currently on hold pending receipt of approved imprint proof . Any delay in receiving your response will result in delay to your ship date. We ask that you reply to this email for quickest release of hold on this order .

PLEASE REPLY TO THIS EMAIL WITH ANY APPROVALS OR CHANGES

Please proof carefully:
Customer accepts responsibility for content and copy.

Nancy Snolis
Positive Promotions
Phone# (631) 648-1200 ext. 4210
Fax# (631) 486-2266 or 2268

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Positive Promotions Order#17753895
Date: Tuesday, July 16, 2013 10:55:00 AM
Attachments: [image001.png](#)

From: Jessica Hoffman [mailto: [REDACTED]]
Sent: Monday, July 01, 2013 1:01 PM
To: David Bunker
Subject: RE: Positive Promotions Order#17753895

Here is a list of pens to choose from:

OS-8259
OSA2026
PNP-117
PNP302K
PNP310B
OS-5843
OS-7689
PNP-240
OS10055
OSA3184
OSA2180

All items available for viewing on our website www.positivepromotions.com If you have any questions please feel free to contact me.

Thank You
Have a Positive Day

Jessica Hoffman

Positive Promotions

Ice Order Movement

From: David Bunker [mailto:DBunker@cedarhills.org]
Sent: Monday, July 01, 2013 1:13 PM
To: [REDACTED]
Subject: RE: Positive Promotions Order#17753895

Yes that would be great. Do you have a pen in the same price range that has a larger imprint area?
Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Jessica Hoffman [mailto: [REDACTED]]
Sent: Monday, July 01, 2013 10:00 AM
To: David Bunker
Subject: Positive Promotions Order#17753895

We have discontinued item#OSA-658. Would you like to shop around for another pen with a larger imprint area?

Hello,

Thank you for your recent order. I am writing because your order is currently on hold. A proof was e-mailed to you on. Please reply to that e-mail with your approval or changes as needed so we can remove the hold and get your order moving quickly. If you have any questions please call 1-800-635-2666 to speak with one of our customer service representatives.

If you've replied back to us within the past 24 hours, please disregard this notice.

Thank you and have a positive day!

Jessica Hoffman
Positive Promotions

Ice Order Movement



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: powerpoint
Date: Thursday, December 12, 2013 4:55:00 PM
Attachments: [2013 Cedar Hills Presentation \[Autosaved\].pptx](#)

From: BRAD G FREEMAN [mailto:[\[REDACTED\]](#)]
Sent: Thursday, December 12, 2013 4:52 PM
To: David Bunker
Subject: powerpoint

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: proposal
Date: Wednesday, August 14, 2013 2:23:00 PM
Attachments: [REDACTED]

From: Sam Schultz [mailto:[REDACTED]]
Sent: Wednesday, August 07, 2013 9:23 AM
To: Greg Gordon; David Bunker; Sam Schultz; Jacob Jones
Subject: proposal

i think this is pretty bomb. i got excited about this.

check it out

i have some good ideas with utilizing current customers info and incentivizing them

let me know

--

sam schultz!

[REDACTED]
sammys. events. entertainment.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: QMR
Date: Tuesday, July 16, 2013 1:19:00 PM
Attachments: [Social Security Brief.docx](#)

-----Original Message-----

From: Chandler Goodwin
Sent: Friday, July 12, 2013 5:30 PM
To: David Bunker
Subject: QMR

David,

Sorry that this one is not in the format for the quarterly report. You can probably just paste it into the template as a text box.

I hope this works.

Chandler

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Quarterly Report
Date: Monday, January 14, 2013 9:06:00 AM
Attachments: [2012 2nd quarter report.docx](#)

From: BRAD G FREEMAN [mailto:firebgfreeman@msn.com]
Sent: Wednesday, January 09, 2013 12:25 PM
To: David Bunker; rich nelson; Laurie Adams
Subject: Quarterly Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Radi8 Creative/Cedar Hills Monday Meeting
Date: Tuesday, February 26, 2013 11:39:00 AM

From: Kate Bell [mailto: [REDACTED]]
Sent: Friday, February 22, 2013 8:49 PM
To: David Bunker
Cc: Mary Kay Crocker; Chris Briggs
Subject: Radi8 Creative/Cedar Hills Monday Meeting

David,

We are looking forward to meeting with you, Gretchen and Chandler on Monday at 3:30 p.m. Would you prefer to meet at the City Office Building or Cedar Hills Golf Club?

On our side, Mary Kay, Chris, Brett Crockett (designer) and myself (project manager) will be in attendance.

Thanks,

Kate



kate bell | [REDACTED] | [REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Request for Utah DOPL Renewal ID
Date: Friday, March 15, 2013 2:27:00 PM

-----Original Message-----

From: DOPL Web [<mailto:>]
Sent: Friday, March 15, 2013 8:40 AM
To: David Bunker
Subject: Request for Utah DOPL Renewal ID

You have requested the Renewal ID for Utah license #: [REDACTED]

The renewal id is: [REDACTED]

If you have any questions, please call the Division of Occupational and Professional Licensing at: [REDACTED]
[REDACTED]

Sincerely,

Division of Occupational and Professional Licensing

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Retreat Activities
Date: Thursday, February 14, 2013 4:37:00 PM
Attachments: [Cedar Hills Retreat.doc](#)

-----Original Message-----

From: Gary Gygi
Sent: Saturday, February 09, 2013 6:21 PM
To: David Bunker
Subject: FW: Retreat Activities

David, Keith prepared this and I would like to get together on Tuesday afternoon with Keith if possible to see if we can use this.

From: Keith Irwin [REDACTED]
Sent: Saturday, February 09, 2013 5:29 PM
To: Gary Gygi
Subject: Retreat Activities

Hi Gary,

Attached is a design for the Saturday retreat. I created three activities that I think you and David can facilitate that will help the participants get to know each other better and also clarify their expectations of each other. I've done all three of these activities dozens of times and they seem to work well without raising the threat level too high or requiring complex facilitation.

The worksheet for the first activity is at the end of the doc.

Let me know when you want to meet and we can go over what you and David need to do to make it work, as well as make any modifications you would like.

Keith

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: September report
Date: Friday, October 11, 2013 11:04:00 AM
Attachments: [image001.png](#)

From: Sam Liddiard [mailto:]
Sent: Monday, October 07, 2013 4:27 PM
To: David Bunker
Subject: RE: September report

Yes, we are still looking into it.

From: David Bunker [mailto:DBunker@cedarhills.org]
Sent: Monday, October 07, 2013 4:23 PM
To: Sam Liddiard
Subject: RE: September report

Thank you Sam! You are the first to send your report in.
By the way, did you follow up on the lead I sent you about the "flasher" on Murdock canal?
Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



www.facebook.com/cedarhillsutah

From: Sam Liddiard [mailto:SLiddiard@afcity.net]
Sent: Monday, October 07, 2013 3:35 PM
To: David Bunker
Subject: September report

I tried to be on time this month.

Sam

*Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003
801-763-3020*

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: September report
Date: Friday, October 11, 2013 11:05:00 AM
Attachments: [September 2013.docx](#)

From: Sam Liddiard [mailto: [REDACTED]]
Sent: Monday, October 07, 2013 3:35 PM
To: David Bunker
Subject: September report

I tried to be on time this month.

Sam

*Lt. Sam Liddiard
American Fork Police Department
75 East 80 North
American Fork, Utah 84003*

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Special Events Permit
Date: Tuesday, March 26, 2013 5:39:00 PM

From: Konrad Hildebrandt [mailto: [REDACTED]]
Sent: Tuesday, March 26, 2013 5:24 PM
To: David Bunker
Cc: Gary Gygi ([REDACTED]); Greg Gordon; Chandler Goodwin
Subject: Re: FW: Special Events Permit

Nice!

I kind of really like the legal ending.

I will let the organizers know of your decision and they will decide what they want to do.

I, personally, have very little to do with it - just that I volunteered to help since I had experience with the cities.

Just an FYI - Highland and AF are MUCH easier to deal with than CH. You may want to work on that!

Konrad

On Tue, Mar 26, 2013 at 4:41 PM, David Bunker <DBunker@cedarhills.org> wrote:
Konrad,

You have been sent the form. Based on the information you have provided below and in previous emails, your event will require the permit. After multiple requests, I will direct you again to kindly complete the permit and remit it to the City.

I have been informed by members of our current and former recreation department that we have required the form for other events similar in nature to the proposed event you describe. You must be misinformed if you are under a different impression. I do not know why Mr. Robinson did not follow up with your group as he should have last year. If it was not completed correctly last year, it is not precedence for this year. The final determination in speaking with the City recreation director and based on participation, race route, and insurance verification, is that the City will require the permit this year.

Govern yourself accordingly.

-David

From: Konrad Hildebrandt [mailto: [REDACTED]]
Sent: Tuesday, March 26, 2013 12:47 PM
To: David Bunker; Greg Gordon; Gary Gygi; Chandler Goodwin
Subject: Re: FW: Special Events Permit

David,

Our event (Tour de Run) affects CH EXACTLY like it did last year, when it was determined that no permit or any other issue needed to be addressed.

Nonetheless, Per your Special Event Application Form:

1. Attraction of crowds over 100 - NO - We hopefully will have more than 100 runners, but they will not be forming any type of crowd. They will be disbursed over a less than 5K route throughout CH for a period to hopefully not exceed 20-30 minutes. Actually they will not even be running a full 5K in CH because they will start and end outside of CH. Also, from the mouth of the AF Canyon to the finish (about 2K or 1.2 miles) will be on Highland City trails and property. Nonetheless, we will put up cones throughout the route to mark the route, and keep runners within 24 inches of the sidewalks. These cones will immediately be removed as the final runner passes them. Again, this is at 7:00 a.m. on a Saturday.

2. Street Closure - NO

3. Use of City park, building or property - I guess that if you include the streets and/or trails - yes - otherwise - NO

4. Use of temporary structures - NO

5. Necessitates temporary business or liquor licensing - NO

6. Causes significant public impacts via disturbance, crowd, traffic/parking - NO

7. Disruption of the normal routine of the community or affected neighborhood - NO

8. Events signs, visible from public property - NO

Your permit states that, "If these criteria **DO NOT** apply in any way to your event you will **not** need a permit from the City!" (exclamation mark added!)

Therefore, per your permit and instructions, we do not need a permit.

You know that, since you were CM last year **and** you said that you were aware and understood the Tour de Run **and** your City approved the Tour de Run last year **and** I told you that nothing had changed in CH for this year's Tour de Run **and** you did not notify us last year of any problems and/or complaints (there were none) **and** I sent you a pretty detailed notification for this year;

it seems like you are doing all this because of the requestor and not because you have any issue!

I am ok with that **and** I look forward to having you and/or any other CH resident sign up and participate in the Tour de Run.

All the Tour de Run does is help the image of CH **and** of course you knew that!

Again, please let me know if you should need anything additional from me - a resident of CH.

Konrad

PS - my somewhat cynical response above is based on your reaction to my notification/request. I mostly do not like and/or condone it, but feel that it is warranted.

Also, I do have some experience in CH and we NEVER required a permit to run through our city. I know that Greg may have come in and changed the rules in the past 10 months, but I cannot believe that there have been too many 'runs' go through CH in that time period.

On Tue, Mar 26, 2013 at 12:00 PM, Konrad Hildebrandt <[REDACTED]> wrote:
thank you!

On 3/26/13, David Bunker <DBunker@cedarhills.org> wrote:

> Konrad
> Here is the information you will need for your proposed activity. If you
> have further questions you have Mr. Gordon's email below.
> -David
>
> From: Greg Gordon
> Sent: Tuesday, March 26, 2013 9:20 AM
> To: David Bunker
> Subject: Special Events Permit
>
> David,
>
> What I will need from Konrad for the run (as we do for any run) is to fill
> out the attached special events application, submit the \$100.00 application
> fee, and also they'll need to send us their certificate of insurance as
> well. I have already received the map of where they anticipate to run so I
> won't need that from them again. Then they will need to work with the AF
> Police Dept. so they are aware of the route and day because some of those
> are higher traffic areas, they may need to have an officer there to help
> with traffic congestion. It is incumbent on them to work with AF police
> though on that issue.
>
>
> [Description: Cedar Hills LOGO (GIF).gif]
> Greg Gordon
> Recreation Director
>
> City of Cedar Hills
> ggordon@cedarhills.org<<mailto:ggordon@cedarhills.org>>
> (801) 785-9668 ext. 601
>
>
> [\[cid:image003.jpg@01CE2A02.59A72330\]](#)

> <<http://www.facebook.com/CedarHillsGolfClub>>
>
>
>

From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: FW: Spreadsheet
Date: Monday, July 08, 2013 6:17:00 PM
Attachments: [David B...xlsx](#)

Here are the numbers from the first half of 2012. Greg, do you have the last half after Jim left?
Would be interesting to compare?
You guys are awesome!!!!!!!!!!
David

From: Jim Madsen
Sent: Tuesday, July 03, 2012 12:10 PM
To: David Bunker
Subject: Spreadsheet

Here is the spreadsheet updated with the final numbers from June. Like last time Pro Shop does not include my hours, nor are Brian or Austin's hours included in grounds.

Let me know if you have any questions.

Jim

From: [David Bunker](#)
To: [Chandler Goodwin](#); [Greg Gordon](#); [Gretchen Gordon](#); [Jeffrey Maag](#); [Charl Louw](#)
Subject: FW: State of the City items
Date: Friday, July 05, 2013 3:39:00 PM

Directors,

Please send me the information Jenney is requesting so we can review it together before it goes in the state of the city newsletter. Thanks for all of your help in pulling this together.

David

From: Jenney Rees [mailto:████████████████████]
Sent: Friday, July 05, 2013 3:13 PM
To: Gary Gygi; David Bunker
Subject: State of the City items

Here are the topics I'm planning to include. Let me know if I'm missing anything:

- description of LPFD services
- description of AFPD services
- 2014 property tax rate and explanation
- overview of 2014 budget
- explanation of transfer to golf fund
- capital projects planned for 2014 (need to get from Jeff)
- mayor and city manager messages
- pics and duties of council members
- org chart (need to get from Gretchen)
- communication methods
- description of Daniel's budget app
- recreation (Greg is sending to me)
- volunteer opportunities

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: study
Date: Tuesday, June 11, 2013 11:09:00 AM
Attachments: 

From: Gary Gygi
Sent: Tuesday, June 11, 2013 8:36 AM
To: David Bunker
Subject: study

David, can you have someone make a copy of this for me. i know it is large but it is easier for me to study in hard copy.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: TechNet Survey System Data
Date: Monday, August 12, 2013 12:25:00 PM
Attachments: [image005.png](#)

Not sure this is what we need to be involved with in the future. But, lets plan some time we can update the information for Cedar Hills.

When you get back we can sit down and go through the job descriptions and positions. We need this for our internal information as well

David

From: Mike Swallow [mailto: [REDACTED]]
Sent: Monday, August 12, 2013 9:08 AM
To: David Bunker
Subject: FW: TechNet Survey System Data



Hi David,

Just a reminder. As a subscriber to the Utah online compensation survey system you agreed to keep your data current. Your data shows a last update date of 2011. If those numbers are still accurate due to "0", zero, adjustments then you just need to change the "effective date" in the edit data screen to 07/2013 (simply enter it one time and then copy it into all the other benchmark effective date fields).

Thanks.

*Mike Swallow
Technology Net, Co./Personnel Systems*



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Thanks
Date: Wednesday, January 02, 2013 6:53:00 PM
Attachments: [image001.png](#)

From: David Bunker
Sent: Wednesday, January 02, 2013 6:53 PM
To: 'Darrell Child'
Cc: gordon@cedarhills.org
Subject: RE: Thanks

Hello Darrell,

Thank you for your email and call. We are finalizing our analysis of our current coverage and needs going forward. I just want to thank you and your team for all of the hard work you are doing to help us understand the insurance process, coverage, and potential pitfalls. We take the decision to purchase quality insurance for Cedar Hills very serious and as such we are trying to make the best possible decision along with getting the proper coverage for our City.

Our intent is to finalize the process this week, so if we have just a few more questions I hope you can remain patient with us. Both Gretchen and I have had to learn many new topics and consider issues we have not been involved with in the past. It is a learning curve we hope not to have to repeat in other areas.

Thank you again for your assistance and I look forward to speaking with you in the next few days.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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www.facebook.com/cedarhillsutah

From: Darrell Child [<mailto:> [REDACTED]]
Sent: Wednesday, January 02, 2013 5:56 PM
To: David Bunker
Cc: gordon@cedarhills.org
Subject: Thanks

David:

Thanks for taking the time to review our proposal from a few weeks ago, for the property and liability insurance. The approach taken on coverage in the proposal provides an overall improvement in the scope of the insurance policies, an elimination of several exclusions that may be evident in the current plan, and the opportunity to improve the overall liability limits of the City. In our meeting I mentioned that we have several claims that are in process that have the potential of significant damages, and warrant a close review of the overall excess liability limits at the \$10mm limit level or greater.

Even though it may be difficult to consider changing providers after many years, we can also assure you that you will not be disappointed in the quality of support services, and the related services that are necessary for an effective insurance program. We have provided several references and invite you to contact them at your convenience. You may note that many of our clients have been with us for a good long while, some for over 30 years.

Thanks once again for entertaining our proposal. We also appreciate the integrity shown in the review process, and specifically the assurances given that the review process would be fair, without any cross matching of proposal terms. The underwriters supporting this proposal devoted significant time to developing the proposals, which are based upon these assurances and an opportunity for them and us to demonstrate value in the proposal process.

Since our staff and underwriters have devoted a great deal of time in developing this proposal, please let us know.

Thanks again,

Darrell

B. DARRELL CHILD
EXECUTIVE VICE PRESIDENT



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[REDACTED]
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[REDACTED]

[220 East Morris Ave., Suite 340](#)
[PO Box 65608](#)
[Salt Lake City, Utah 84165](#)

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"Excellence in Insurance Service"

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: The questions stands... Re: CH Attorney Mr Johnson - "Are you proud?"
Date: Friday, March 15, 2013 8:49:00 AM

From: Ken Cromar [mailto:████████████████████]
Sent: Thursday, March 14, 2013 9:14 PM
To: Eric Johnson
Cc: Gary Gygi; Jenney Rees; Scott Jackman; Daniel Zappala; Stephanie Martinez; Trent Augustus; David Bunker; Gretchen Gordon; Colleen Mulvey; Marilyn & Jerry Dearing; Ken & Debbie Severn; Paul & Diane Sorensen
Subject: The questions stands... Re: CH Attorney Mr Johnson - "Are you proud?"

Eric,

First, if your reading of this email goes under "billable hours" at the expense of Cedar Hills taxpayers dollars, then please stop reading now.

There was one important moment. This moment was when our relationship turned in a negative direction, the significance of which I did not immediately recognize. Maybe you did not realize it either. Please allow me to refresh your memory:

Do you recall that Sunday after Sacrament Meeting when I was at the front of the chapel waiting to talk to one of the speakers? Do you recall what you said to me? You came up and asked, "Are you okay, Ken?" To which I responded, "What do you mean?" You then asked, "Are you okay with regards to my filing?" As you know, the "filing" was the package received from you the previous day in the mail. In it was a copy of voluminous document that you had submitted to Utah Records Committee, the bulk of which was based on personal information about me which was incomplete, misleading, and most importantly had NOTHING to do with the issue before the Committee, but was apparently submitted to the Committee to call into question my integrity, and intimidate me. Remember? Jerry Dearinger appropriately characterized your document submitted to the Committee in one word, "Reprehensible." Surprised, I then responded to answer, "Well Eric, I do try to give you the benefit of the doubt by remembering that you wear two hats; one as a neighbor, and the other as the City's attorney." You immediately corrected me, "No Ken, I don't wear two hats, I only wear one." The more I thought about that comment, dripping with meaning, the more it echoed in my ears, and seared painfully into my heart. Can you imagine why that shocked me? You then offered to visit with me, but as you may recall that I responded, "No thanks. I really don't think that the chapel is a good place for this kind of discussion."

Reflecting on your words then of that moment, how could I ever know thereafter if I was speaking to my once friend Eric, or Mr. Johnson the city attorney, who was adding to his billable hours -- because after all, they were both wearing "one hat"?

That moment punctuated a change in your demeanor that I had noticed developing in the weeks leading up to that Sunday. I remember characterizing this evolution to Jerry as an apparent growing "attitude of enmity" toward me. You wrote below, "I do not have mutual ill or hard feelings towards you". Really? How is that possible at the very moment you stabbed me in the back with your filing, and prior to that, also with your demonizing of my

personal "Declaration of Independence", -- which you said was "fair game" because you declared that I had brought it up, -- when I had done no such thing? How can these actions be understood to be anything but ill will? I believe you have taken similar oaths of allegiance to God and his laws in His temples, to Jesus Christ, and in other places sworn allegiance to their divinely inspired Constitution document. That allegiance is presumed to be to none other, but you hypocritically abused me as radical nonetheless. Do you really think me an immoral, dishonest heretic for standing on principles, obeying the law with exactness, and declaring my independence from any who may try to compromise my written devotion for my God?

Your actions appeared to be those of a desperate lawyer, needing something dramatic upon which to attempt to distract attention away from the indefensible law-breaking of his clients, i.e., illegally written and un-archived emails from personal accounts, communications regarding selling alcohol at our "rec center" while conspiring not to talk about it until "after the election", etc., etc.. Yours were not the actions of a true friend to me or the community, let alone that of an honorable attorney. Did you think these desperate actions against me, would endear you to me? Can you verify that the city records have indeed been permanently purged of these items? Did you ask to purge your "reprehensible" filings from the Utah Records Committee testimony and proceedings? What about the numerous misleading characterizations in city "press releases" and "statements" on the city website, etc, designed to malign our character and reputations, in favor of those with questionable ethics? Eric, can you really do these things you done to friends/neighbors without having the enmity of "ill or hard feelings"? If you believe so, then that attitude would be worse, making you seem even more heartless and dangerous to me, my wife and family. Can you understand why?

This is extremely important and to your potential benefit. Please read carefully: May I point out that you did not respond to my thoughtful and detailed previous email. Rather, you ignored its foundational contents and questions that go to the heart of the conflict. Why? These 13 questions are of utmost importance and I cannot allow you to get away with cavalierly ignoring them. Please answer the questions. So, I ask you again, brother, **"Are you proud"** of all 13 "fruits" listed in my email to you of March 9, 2013? **"Are you proud"** of even one of the items? **"Are you proud"** of the various other issues expressed to you, the mayor, Council and staff in numerous emails you've read over the past weeks and months? **"Are you proud"** of how you interrupted my requested meeting with David Bunker when I attempted to reach out in hopes we could find common ground with him as our new city manager? Remember? Did the city leadership put you up to these misguided efforts, or were they of your own decision, as I believe I heard you say? Eric, you appear to me to have been more of an agent of chaos and a defender of the indefensible, -- rather than that of a servant of order and true service to the citizens of Cedar Hills, --let alone respectful in your treatment of your once esteemed friend and neighbor Ken. By their fruits ye shall know them. These are not my fruits, or fruits of my friends in Cedar Hills Citizens for Responsible Government. These fruits are yours, and fruits of members of the Council, staff and other officials now gone. For the sake of your own personal benefit, I really must insist that you reread, and then answer the question, **"Are you proud" of what you and your clients "accomplished" in the 13 items listed in my previous email, -- yes or no?** Please explain your answers, if you can.

Having said all this, is it really any surprise that I require a recorder when meeting with you? Eric, remember, it was you who said that, "I wear only one hat", but then set aside brotherhood and integrity in the name of lawyering and its reward of money, and thus

proving yourself unworthy of my full trust, at least for the moment. Again, please remember that the purpose of the recording was to document my own words as a protection for me, from continued misrepresentation by you, the mayor, and your city clients. The wisdom of that should be quite obvious to any reasonable person, and ever to a lawyer.

By the way, this is not commonly known, but I do not recall ever accepting any money for my service to CH; not while serving as a Councilman, nor before or after. I have always felt it an honor to serve the community I love, and wanted my efforts to be a free-will offering in behalf of my neighbors. My Councilman checks were either endorsed to missionaries and those in need, or on occasion to cover my out-of-pocket costs for cell phone, gas, etc. Most of my closest friends, even in our group, are not even aware of that I did this. That doesn't make me a good person, or do I begrudge those who honorably earn reasonable compensation while actually serving the citizens. The reason I bring this up is because I have been regularly and falsely accused of selfish reward and ambition. I only share this with you to simply prove I have had no ulterior financial motive, unlike most who are involved on the Council, staff, or hired by the city, including yourself. "Follow the money." While an admittedly an imperfect soul, this personal approach to not accepting pay for my city service helped me remember who I was, and helped to keep me more grounded.

Yes, I agree, it is true that, "We have learned by sad experience that it is the nature and disposition of almost all men, as soon as they get a little authority, as they suppose, they will immediately begin to exercise unrighteous dominion." (emphasis added, D&C 121:39 -- BTW, of course this is not limited to "men", and includes women, though it is interesting that both almost always say, "**But I would never do that!**") While on the Council from July 1994 to January of 2000, I saw the temptations up close. They were so subtle, and often almost imperceptible, but nonetheless real and extremely dangerous. Just ask some of our own former city officials.

Nevertheless, as stated towards the end of my previous email, I will remain hopeful for a change of ways, a sincere attempt to repair, so that once again we might smile and shake hands in mutual respect, even if while maintaining a healthy disagreement on some issues.

That's okay. Healing is what I hope for between us, but as outlined in my previous email, that opportunity and choice is left squarely in your hands. Your decision will be recognized by your actions that relate to addressing the 13 items listed. I will help you as I can, but only if you so desire. Please, a hasty response is not required, nor encouraged. Now may be the time to pause, reflect and contemplate. Maybe other readers will too. Souls may hang in the balance.

To your successful and more honorable choices,

To completely "open, honest and transparent" government in Cedar Hills,
That will help protect our city officials from compromising temptations,
And, promote the restoration of healthy friendships...

To that End, Most Sincerely,

Ken Cromar

On Mar 13, 2013, at 5:05 PM, Eric Johnson wrote:

Ken,

Sorry for the delayed response. I have spent most of the last three days attending to business away from the office.

I have repeatedly offered to meet with you in person, which until recently you have refused, expressing hard feelings. Your email below again expresses hard feelings and emails don't seem to be doing much to resolve your ill feelings. I have repeatedly informed you that I do not have mutual ill or hard feelings toward you. That remains unchanged.

If you wish to meet on a friendly basis, then let's meet as friends and leave recording devices at home.

I am regularly recorded when presenting in court or on legal matters in city meetings. As I have indicated before, if your desire is to deal with City business on the record, then the best place for that recording is in an open City meeting. Let me know in advance when you intend to deal with City business on the record, and I will try to arrange my schedule to attend such City meeting.

Best wishes.

Eric Todd Johnson

Blaisdell & Church, P.C.
5995 S. Redwood Rd.
Taylorsville, Utah 84123



Of Counsel

From: Ken Cromar [[mailto:\[REDACTED\]](mailto:[REDACTED])]

Sent: Saturday, March 09, 2013 12:01 PM

To: Eric Johnson

Cc: Gary Gygi; Jenney Rees; Scott Jackman; [REDACTED]; Stephanie Martinez; Trent Augustus; David Bunker; Gretchen Gordon; Colleen Mulvey; Marilyn & Jerry Dearing; Ken & Debbie Severn; Paul & Diane Sorensen

Subject: CH Attorney Mr Johnson - "Are you proud...?"

Dear Eric,

As you know, we used to be friends, and our boys played together. But then, many unfortunate events took place under your watch as the City Attorney for Cedar Hills.

I was grateful for your last two emails. Thank you. Both demonstrated the reflections of a troubled conscience. That is not a bad thing. Listening to that, "voice", should always be encouraged.

It would be an easy thing to respond tit-for-tat in detail to your emails, and create more billable legal hours for you, but I don't think that productive or of benefit to you, me or CH taxpayers. Later, I'll send you a copy of our mutual friend Jerry Dearing's thoughtful and thorough dissembling of your misleading letter to the Records Committee before them at the recent Hearing, when we can create some time to transcribe it. It may prove valuable to you in reconsideration.

In the meanwhile, I will attempt to offer some perspective designed to help you recognize the need for you to protect yourself from your recent self, and hopefully return to your better self I enjoyed as a friend. It's time to cut to the chase, and get to the heart of the matter with clear, concise and frank perspective of the indisputable bigger picture. Much has happened over the past few months while you have served as Cedar Hills city's attorney, presumably serving the interests of the Cedar Hills taxpayers who have paid \$120,000 in your wages. Please consider the following perspective created by the following questions:

- 1.) **Are you proud** to have served a mayor who is reportedly now serving jail time and subject to \$120,000 in restitution penalties, having plead guilty to federal charges of bank fraud?
- 2.) **Are you proud** to have served a city manager who "never informed" the Council that he had the City loan itself \$1.7 million to cover golf course losses, but was personally rewarded with up to \$110,000 in severance compensation?
- 3.) **Are you proud** that six high ranking city officials, the Mayor, City Manger, City Recorder, Building Inspector, Golf Course Manager, and Chief Financial Officer all resigned under a dark cloud of suspicion?
- 4.) **Are you proud** that the city used \$2.7 million collected in impact fees for a pool & recreation center and instead built what is primarily a golf clubhouse / golf pro shop / golf grill / wedding reception center?
- 5.) **Are you proud** that the city settled a lawsuit filed against the city about the misuse of those impact fees, and paid out \$190,000 to the Utah Valley Homebuilders Association, for whatever reason the city finally is willing to confess?
- 6.) **Are you proud** that the city golf course has averaged over \$550,000 per year in losses requiring taxpayer dollars to subsidize and cover the losses?
- 7.) **Are you proud** that the mayor, city council and city manager had two sets of email records; those on their city email accounts, and those illegally and secretly exchanged between themselves while illegally communicating and not providing them to the public record?
- 8.) **Are you proud** that three former city counsel members "decided" of their own accord to "respectfully decline" to provide their secret email records that by law were required to have been archived with the City Recorder, but didn't?
- 9.) **Are you proud** that the city refused to gather these secret email records until ORDERED to do so by the Utah State Records Committee?

10.) **Are you proud** that a number of these secret email records were admittedly allowed to be destroyed by three former Council members, and possibly others, and neither you or I may never know what was in them?

11.) **Are you proud** that the "fulfillment" of the Records Committee ORDER resulted in "over 6000 pages" of public record email, that document the actual existence of an illegal, and nefarious conspiracy by the mayor, council and city manager?

12.) **Are you proud** that your "cohort" Peter Stirba of Stirba and Associates, billed the city for services while not disclosing a conflict of interest representing the mayor & city manager, while simultaneously working for the County Attorney, which presumably is why the County Attorney did not investigate as ORDERED by the District Court Judge, and as required by State Code.

13.) **Are you proud** that you have protected a number of less than fully honest or honorable city officials from the public learning of their questionable activities?

Mr. Johnson, I don't believe any of the above listed items are anything to be proud of. There are others that could be added. I sincerely doubt that you are proud of any of them. And to think that these are only the things we know about! This fact alone should provide you valuable personal perspective.

How much more must there be we know nothing about? You are uniquely positioned as the city attorney to know and review all the documents and critical discussions over the past months, and are more likely than anyone to understand the true breadth and depth of ignoble acts that have occurred out of the public eye, and outside of the view of their other Council members. How much other corruption do you know of, that you've successfully withheld and redacted, that we'll never know? What a difficult burden you must bear. It must make a great strain on the heart and soul of a man of such great intellect and moral and spiritual capacity of mind as you, -- at least I hope it does -- for the sake of your soul and the peace of mind I desire for you.

But, if you are indeed proud of these items listed above, then please enjoy your hard-earned reward of \$120,000 for your occasionally successful attempt to protect and shield government officials from the citizens of CH learning the complete truth about their government officials and actions. If you aren't proud of these things, may I suggest that in good conscience that you consider refunding the money. Doing this would not completely resolve the problems listed above, but it would be a good start. (*You may want to consider the timeless wisdom offered in Isaiah 5: 20, 23*)

If you choose not to refund the \$120,000 to CH taxpayers, then please refrain from ever again the hypocritical moralizing, chastising or maligning the character and reputations of those of us from **Cedar Hills Citizens for Responsible Government** with your false and misleading information against us who care dearly for our beloved CH community, and have fought long and hard to finally expose the considerable list of alarming activities documented above.

May I remind you that while you, the Council and Staff have been paid and compensated for your time and efforts inflicted on us by you and the Council's, we have suffered that abuse for free, without pay or compensation, and at great personal sacrifice in time and money, all

in the effort to simply protect ourselves, our friends and neighbors and our hard-earned money from corrupt government activities, and very expensive lawyers who have helped facilitate them. There is no surprise that the City Council just raised our property taxes, yet again!

Eric, we used to be friends. We used to smile at each other at our church meetings and parties. But recently you've made some painful choices, that have hurt me and our community. You can correct and repair those choices. I encourage you to do so, in the hope that someday soon we can warmly shake hands and say to each other, *"Come on dear brother, for the war is past. Those who were friends at first, can be friends again at last."* Our willingness to do this could go a long way towards the beginning of healing not only between us and our immediate neighbors, but also throughout our community, and help to restore proper and honorable government which promotes worthy community interests and endeavors. I yearn for this. I hope you do too.

I genuinely hope and pray for this and for the peace and welfare of our beloved little Cedar Hills.

Most Sincerely, Your Neighbor, and Fellow-Cedar Hills Resident,

Ken Cromar

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Town hall Emergency Management Flyer
Date: Monday, February 11, 2013 8:15:00 PM
Attachments: [image001.png](#)

Didn't we get the stakes new flyers? I thought we had that all worked out. If not, will you send the new version to Gary.

Thanks

David

From: Gary Gygi
Sent: Monday, February 11, 2013 2:26 PM
To: David Bunker
Subject: RE: Town hall Emergency Management Flyer

I need the updated flyers ASAP because the stakes have them and I need to get them all new one.
Thanks,
-Gary

From: David Bunker
Sent: Monday, February 11, 2013 12:24 PM
To: Gary Gygi
Subject: RE: Town hall Emergency Management Flyer

Gary,

It is at 7:00pm. I think you have an old flyer. Gretchen said she was going to change the flyer to reflect the newsletter.

I will follow up and make sure the flyers are correct – 7:00pm.

-David

From: Gary Gygi
Sent: Monday, February 11, 2013 10:17 AM
To: David Bunker
Subject: FW: Town hall Emergency Management Flyer

David, is our townhall meeting at 6pm or 7pm, the flyer says 6pm, what time are you guys planning on.

From: Troy Carpenter [troy.carpenter@byu.edu]
Sent: Monday, February 11, 2013 9:57 AM
To: Gary Gygi
Cc: Dale Black; Jeff Pyne ()
Subject: FW: Town hall Emergency Management Flyer

Dear Mayor,

We are getting conflicting messages concerning the time of the town hall meeting. Attached is the flyer we've been asked to distribute which says the town hall meeting will run from 6-7pm. Brother Black said there is a memo that says the start time is 7pm. We have been planning on the 6-7 timeframe for the town hall meeting, and have pushed back our scheduled stake meetings that night to begin at 7:15. Please advise.

Troy Carpenter

From: Gary Gygi [<mailto:gggygi@cedarhills.org>]
Sent: Thursday, January 31, 2013 6:09 PM
To: Troy Carpenter
Subject: FW: Town hall Emergency Management Flyer

President Carpenter, here is a flyer that you can use for the Cedar Hills Emergency Action Plan meeting, feel free to use it as you wish or if there are changes you would like, just let me know.
Thanks,
-Gary

From: David Bunker
Sent: Thursday, January 31, 2013 5:43 PM
To: Gary Gygi; 'Gary Gygi ([REDACTED])'; Daniel Zappala ([REDACTED]); Daniel Zappala
Subject: Town hall Emergency Management Flyer

Here is a draft for an emergency management flyer to be distributed to Stakes or Wards. Let me know if you want this flyer to include other information or have a different layout.
Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



www.facebook.com/cedarhillsutah

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: UCEA Conference
Date: Tuesday, January 15, 2013 1:01:00 PM
Attachments: [REDACTED]

From: Don Overson [mailto:[REDACTED]]
Sent: Wednesday, January 02, 2013 5:39 PM
Subject: UCEA Conference

UCEA Members,

Several of you have asked for your status in regards to registration and conference dues. I have attached a list of member that have

- PD – Paid and sent registration form (these are complete)
- REG – Registered but payment has not been received
- ZCOM – Have committed to come but have not sent registration or payment.

If you are not on this list and want to come to the conference, please send me with the following items as soon as possible:

- Vest Size
- If your spouse will be coming to the lunch and/or dinner
- When you will send the registration form and payment

I have attached a copy of the registration form. You can fill in the information on the computer and then send it to me.

You can pay

- on PayPal (go to the website <http://www.ucea.net/conference2013.html> and click on the drop down menu.
- Or write a Check and send it to
 - James "Woody" Woodruff, P.E. at 2503 Peachwood Way, South Weber, Utah 84405
 - Or Don Overson (J-U-B Engineers) at 240 W Center St. Ste. 200, Orem, Utah 84057

If you have any questions please email me at [REDACTED]

See you at the Conference.

Don E. Overson P.E.
UCEA Secretary

J-U-B ENGINEERS, Inc.
240 West Center Street, Suite 200
Orem, UT 84057
[REDACTED]

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Update Contract
Date: Friday, July 12, 2013 1:38:00 PM
Attachments: [Fitness Center Contract APPENDIX A.docx](#)
[image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Thursday, July 11, 2013 3:31 PM
To: David Bunker
Subject: Update Contract

I finally got Jill's address so I've added that here as well as took out another line I noticed that talked about operating the café.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Vehicle Replacement Layout - 2014-2017.xlsx
Date: Monday, March 18, 2013 5:44:00 PM
Attachments: [Vehicle Replacement Layout - 2014-2017.xlsx](#)

Does this fit with what we reviewed previously?
We just need to verify it. Let look at it tomorrow.

David

From: Charl Louw
Sent: Monday, March 18, 2013 3:19 PM
To: David Bunker
Cc: Gretchen Gordon; Jeffrey Maag; Dax Fossum
Subject: Vehicle Replacement Layout - 2014-2017.xlsx

David or Gretchen,
Please make any changes to the chart you would like. I updated 2014 based on our previous talks, but you may want to review the numbers before the Tuesday night Council meeting, and give your changes to me or Dax.

Thanks,

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Brenda Shuman](#)
Cc: [Jeffrey Maag](#); [Dee Howard](#)
Subject: FW: Water Use Survey Data Submittal Request
Date: Monday, January 06, 2014 9:15:00 AM

-----Original Message-----

From: danadredge@utah.gov [<mailto:>]
Sent: Monday, January 06, 2014 5:06 AM
To: David Bunker
Subject: Water Use Survey Data Submittal Request

This email is from the Utah Division of Water Rights, Water Use Section. Please help us reduce data collection costs by submitting annual water use data for Cedar Hills, Town of. Use the following information to enter your water use report on the internet using a WWW browser.

Login ID : [REDACTED]

Login Key: [REDACTED]

Address: [REDACTED]

If you have questions about this message or the procedures please call Dana Dredge at the Division [REDACTED] or send email to: [REDACTED]

From: [David Bunker](#)
To: [Jeffrey Maag](#); [Gretchen Gordon](#)
Subject: FW: Water Use Survey Data Submittal Confirmation
Date: Friday, March 01, 2013 2:52:00 PM

-----Original Message-----

From: [REDACTED] [[mailto:\[REDACTED\]](mailto:[REDACTED])]
Sent: Friday, March 01, 2013 2:41 PM
To: David Bunker
Subject: Water Use Survey Data Submittal Confirmation

This email is from the Utah Division of Water Rights, Water Use Section. We have received your online water use form data submittal. The forms are now being reviewed for accuracy.

Thank you for submitting the data.

If you have questions about this message please call Dana Dredge at the Division [REDACTED] or send email to: [REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes for Rec
Date: Friday, May 17, 2013 2:29:00 PM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Friday, May 17, 2013 2:29 PM
To: David Bunker
Subject: Weekly Notes for Rec

Here you go for the week senior.

Highlights for the week:

- Hung up banners around town for the Family Festival events.
- Brian had to spend a couple of days with his irrigation tech working on issues at the Rec. Center for the new construction.
- Magazine was mailed out to all residents on Thursday 5/16.
- Finally got our driving range picker repaired (engine had died and was down for 2 weeks).
- Met with FF Committee group to review layout of the park for carnival.
- Applied for our Mass Gathering Permit with the County.
- Another good week at the golf course (see April #'s below).
- Secured Governor Herbert for our parade this year (thanks to his son in law Ben Cahoon).
- Working with Nicole on adding a summer park program for kids (summer months only, to start after Family Festival and include YCC). It will be 1 day a week for 1 hour.

Next week:

- Working on FF to get things together before we go live.
- Budget review for Council meeting.
- 2 Golf tournaments at the course next week.
- Trying to work with volunteer committee to place people and give them clear direction on their assigned tasks.
- Lacrosse teams put together.
- Preparing for our first week of Tee Ball.

I'm also working on a spreadsheet that will include all tournaments and events since April 2013 that will include anything we've booked so far.

[Golf numbers for April 2013](#)

- 3978 9 hole rounds of golf played
- Green Fee Revenue \$51,375
- Driving Range Sales \$2,730 (our picker broke and we were without it for 2 weeks so we had to close the range early at night)
- Pro Shop Revenue \$6,502
- Total Revenue \$497,395 through April 2013 Fiscal YTD

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly notes
Date: Monday, April 29, 2013 2:52:00 PM

-----Original Message-----

From: Greg Gordon [<mailto:>]
Sent: Friday, April 19, 2013 10:12 PM
To: David Bunker
Subject: Weekly notes

Almost forgot my notes:

- Booked 4 events this week
- Met with 3 Vice Chairs for the Family Festival
- Had our first tournament of the year (around the cold weather).
- Finalized the FF Magazine

Next week:

- Tournament bookings
- Keep working on FF, parade, etc.
- Work on a detailed To-Do List for FF Chair.

Sent from my iPhone

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Thursday, July 11, 2013 11:47:00 AM
Attachments: [image001.png](#)
[image004.png](#)

Rec notes for week ending June 28

From: Greg Gordon
Sent: Thursday, June 27, 2013 10:47 AM
To: David Bunker
Cc: Gretchen Gordon
Subject: Weekly Notes

Weekly Highlights:

- Spiked all dry spots in fairways to allow water to get down through the soil profile.
- Adjusted sprinkler heads on front 9 to ensure proper coverage. We discovered that many of our dry spots are a result of wind not allowing the water to reach the dry spot because the water is fighting against the wind.
- We have had MANY issues with down equipment so we are trying our best to keep up with our mowing. Austin is doing all that he can to keep our mowers running.
- Had 3 more events in the Vista Room.
- We had a radio remote from the golf course on ESPN 700 Wednesday with Hans Olsen/Bill Riley doing his show from the clubhouse on Wednesday. Great exposure.
- Booked the Senior UGA Tournament for August 14th at our golf course.

Next week:

- Gearing up for a busy week at the golf course with a holiday.
- We extended registration for our new soccer league for 1 week, registration ends this week.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Friday, June 21, 2013 3:32:00 PM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Friday, May 31, 2013 12:00 PM
To: David Bunker
Subject: Weekly Notes

This week's highlights:

- Planning and organizing Family Festival activities all week with staff.
- Volunteer kick off meeting for Family Festival.
- Fantastic Memorial Day at the golf course.
- Finalized Lacrosse teams, 101 total participants in our league this year compared to 92 last year.
- Booked 2 more events this week and added 2 more parade entries. Currently at 63 total entries (more than last year).
- Grounds crew is working diligently to have the course looking great for the Firecracker, the rough mower has been down (there were waiting on parts) so they've been trying to get caught back up on mowing the rough areas.
- Wade sold another corporate pass as well that will put us over our projected revenues for 2013 by over \$3,000.
- Wade is working with Chase Media to increase tournaments and 9 hole rounds via radio ads.

Next week's highlights:

- FAMILY FESTIVAL FESTIVITIES
- Firecracker Golf Tournament on Tuesday.
- 2 weddings next week on the weekend during the carnival & activities.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Friday, June 21, 2013 3:31:00 PM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Friday, June 21, 2013 11:01 AM
To: David Bunker
Subject: Weekly Notes

This week's notes for Recreation:

- Wade booked 2 more tournaments this week and has 2-3 more calls out and is also putting another bid in today with a company.
- Kaity had 5 events at the center this week and booked 2 events this week for September 7th and October 11th.
- Met with Jill Griffith to discuss the fitness programming for the Fall for the new basement.
- Met with Councilmember Martinez to finalize the State of the City insert for the Recreation Dept.
- Both rough mowers went down this week at the golf course, old equipment is catching up to us a lot more this year.
- Working with Sherri Whitehead (lady who wants to rent the basement at the Rec. Center for dance/voice lessons).

Next week:

- Put together Lego League teams (registration ends today).
- Final push for soccer registration (sending out parlant email this weekend). Currently at 90 participants, would like at least 150.
- 3 more events at the center next week.

Greg Gordon
Recreation Director

City of Cedar Hills
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(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Friday, June 21, 2013 3:31:00 PM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Friday, June 14, 2013 11:42 AM
To: David Bunker
Subject: Weekly Notes

This week's notes for Recreation:

- Finished the best Family Festival ever! Budget looks great as well.
- Wade booked 4 additional tournaments this week anywhere from 30-60 players each. 2 are ward/stake tournaments from C.H.
- We also have an ad that will be running this weekend during the US Open on the Golf Channel promoting Cedar Hills. G.C.
- First games of the Lacrosse season begin tomorrow (Saturday)
- Picked up our new Fitness equipment from Bella Fitness for the basement.
- Kaity was also able to book 3 events this week as well.

Next week's focus:

- Last week of registration for Lego League, we currently have 24 kids signed up.
- We'll be pushing our soccer registration for our new league. We currently have 77 people signed up.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Monday, May 13, 2013 9:35:00 AM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Friday, May 10, 2013 11:06 AM
To: David Bunker
Subject: Weekly Notes

Here are our notes:

- 4 events in the Events Center this week.
- Cold week at the golf course, but finishing up with a great weekend.
- Finalized details for the new Soccer league and worked out a clinic with Stars United.
- Met with Volunteer committee to review the festival placements of our volunteers.
- FF Magazine was sent to the printer Friday, should arrive in homes next week.
- Kaity booked 2 more events and added 2 more entries to the parade.

Next week:

- Moving offices around to accommodate changes.
- Wade focusing on tournaments
- Working on events calendar together with Wade/Kaity, have a couple of conflicts with weddings & tournaments that weren't talked about between them. We'll work things out.
- Construction should begin on the addition.

Have a great weekend jefe and thanks for all you do and your support!

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Monday, April 29, 2013 2:51:00 PM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Friday, April 05, 2013 3:04 PM
To: David Bunker
Subject: Weekly Notes

This week's highlights are:

- Very busy at the golf course Wednesday and Thursday with beautiful weather.
- Maintenance was able to pump out fertilizer in the sprinkler system for a couple of days, should see it getting green
- Had a great meeting with Jerianne and Keith to start the process of having them run take over the Family Festival. We'll be meeting regularly going forward.
- We have another wedding EXPO tomorrow at the South Towne Expo Center.
- Sammy's first week of business, they've been pleasantly surprised how busy they've been so far. We've been able to promote some things to help them out.
- Worked to get another 3 sponsors for Family Festival, trying to get final stuff from each company.
- Were able to get a couple more tournaments lined up this week. One is for Fugal and Sons for 160 people in June.

Next week:

- Finalizing magazine layout with Bennett Communications by the end of next week.
- Meeting with North Utah County Lacrosse for kick off meeting to plan out the season.
- CURPA meeting Thursday with Rec. partners in the valley.
- Praying for good weather ☺.
- Event on Saturday all day.

Greg Gordon
Recreation Director

City of Cedar Hills
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(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Monday, April 29, 2013 2:50:00 PM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Friday, March 29, 2013 3:11 PM
To: David Bunker
Subject: Weekly Notes

This week:

- Great week at the golf course – Sold a good amount of merchandise as well as extremely busy days Wednesday-Friday.
- I have been working with Sammy's all week to help close up our side of the business and help them set up with the switch over.
- First Family Festival Committee meeting with our new Chairperson (Jerianne Conroy) and her great crew that will be helping.
- Had 2 events held at the center this week.
- Got the sprinkler turned on and checked for any winter breaks on the course, we will start greening up shortly as well with a special fertilizer being applied that will make it pop quickly.
- Held our annual Easter Egg Hunt and Teen Easter Egg Hunt, Sammy's provided a DJ for an after party for us.

Next week:

- Spring Break so a lot of our kids/staff will be gone, I will probably spend a lot of time helping out there as we should be busy.
- Family Festival meetings with staff and our new Chair and Vice Chair.
- Tot Soccer teams will be put together and coaches/players notified.
- Tee Ball registration is open.
- Working with staff to install posts at the roundabout and Public Safety Building so we can put up banners easier for activities.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Friday, April 26, 2013 3:40:00 PM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Friday, April 26, 2013 2:34 PM
To: David Bunker
Subject: Weekly Notes

David,

This week's notes for Recreation:

- Busy week on the Events side, lots of setting up and taking down.
- Golf picked up beginning on Wednesday (after the cold front) and we finished with great days.
- I spent a lot of time this week working on putting together a new soccer program for Recreation for 5-7 year olds.
- Kaity's husband graduated from BYU (yahoo). Kaity met with a number of wedding planners this week and is trying to work some great agreements out to help us book more tournaments. BYU Bridal came out this week, we were lucky enough to be located at the front.
- Booked 2 more tournaments this week.
- Worked with Sammy's to get someone to drive the golf course, started to receive some complaints from golfers of not having anything out there. They'll be beginning it this week, resolved that issue.

Next week:

- Trying to finalize soccer situation
- Working with FF Chair/Vice Chair to finalize details - Hopefully getting magazine wrapped up and sent to printer.
- A couple more weddings next week.
- Wade is trying to finalize a couple more tournaments.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly notes
Date: Friday, July 12, 2013 4:34:00 PM

-----Original Message-----

From: Greg Gordon [<mailto:> 
Sent: Thursday, July 04, 2013 10:24 AM
To: David Bunker
Cc: Gretchen Gordon
Subject: Weekly notes

This week:

- booked 2 more events
- had it issues at the golf course early in the week.
- had a very serious incident at the golf course, caused a lot of issues with sprinklers and electrical boxes inside the Rec. center.
Could've been a very serious problem but we got pretty lucky. Brian is tracking all costs to get reimbursed.
- last week if soccer registration.

Next week:

- putting together new goal posts at Mesquite park.
- we'll be trying to get communication back with sprinklers for Brian.
- Getting with Sam to finalize Concert in the Park.

Sent from my iPhone

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Notes
Date: Thursday, July 18, 2013 4:20:00 PM
Attachments: [image001.png](#)
[image004.png](#)

From: Greg Gordon
Sent: Thursday, July 18, 2013 8:38 AM
To: David Bunker
Subject: Weekly Notes

Weekly Highlights:

- Working on Employee evaluations/goals this week with staff.
- Met with Olympus Insurance to review Recreation, Golf, Events information.
- Meeting with Jerianne and Keith to start reviewing Family Festival and plan out next year's. Discussing dates, etc.
- Kaity gave her notice, next week's her last week. I spent time with her to discuss her duties and get as much information as possible.
- Ordered jerseys, shorts, socks, balls for the new Soccer League.
-

Next week's focus:

- Need to start posting opening for Kaity's position so we can get some good applicants. I am talking with Natalie Scott first to gauge her interest.
- 24th of July week, Golf will be busy once again for the holiday. Staffing up for it.
- I'm starting to meet with Event clients to assure a smooth transition and to assist them as Kaity would have been doing.
- Meeting with Jill on Tuesday to discuss the transition that we expect to take place on September 1st. Setting her up on sportsites, etc.
- Finalizing our soccer teams and sending out all team information.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly recap
Date: Friday, June 21, 2013 3:34:00 PM

-----Original Message-----

From: Chandler Goodwin
Sent: Friday, June 21, 2013 2:45 PM
To: David Bunker
Subject: Weekly recap

This week:

Payroll
Council meeting
Continued affordable housing plan
Continued work on Social Security
Prep for planning commission
Met with multiple developers about at Andrews and Cottonwood.
Scheduled zoning interviews with candidates.

Next week
Planning commission
Bank rec
Prep rental code documents
Newsletter

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Thursday, July 11, 2013 11:49:00 AM

From: Chandler Goodwin
Sent: Friday, July 05, 2013 2:26 PM
To: David Bunker
Subject: Weekly Recap

David,

Here is what we did this week:

- Payroll
- Business License renewals
- Created rental code applications
- Interviewed Code Enforcement candidates
- Prepared Social Security Brief for Quarterly Report
- Continued work on Moderate Income Housing Plan

Next Week:

- Notify candidate of job offer for Code Enforcement Officer
- Finalize write-up on Social Security for Council
- Update payroll allocations, amounts, and paycodes for new fiscal year

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly recap
Date: Friday, June 21, 2013 3:34:00 PM

From: Chandler Goodwin
Sent: Friday, June 07, 2013 3:33 PM
To: David Bunker
Subject: Weekly recap

Things we accomplished this week:

- Payroll
- Business License reports
- Zoning violation letters sent out (fences, parking, yards)
- Began working on Affordable Housing Plan
- Continued Social Security information gathering
- Filed candidates for election
- June Newsletter

Next week:

- Continue affordable housing plan
- Continue Social Security research
- Meet with developer regarding Smart property

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Friday, May 17, 2013 2:19:00 PM

From: Chandler Goodwin
Sent: Friday, May 17, 2013 2:15 PM
To: David Bunker
Subject: Weekly Recap

Planning, Zoning, and Recorder Dept.

- Prepared packets for City Council
- Prepared packets for Planning Commission
- Golf reconciliation for April
- Social Security research
- Business Licensing reports
- Prepared rental code
- Reviewed Conditional Use Permit process
- Capital Improvements Plan

Next Week:

- Payroll
- City Council
- Planning Commission
- Prepare Social Security information

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly recap
Date: Monday, April 29, 2013 2:54:00 PM

-----Original Message-----

From: Chandler Goodwin
Sent: Friday, April 12, 2013 3:43 PM
To: David Bunker
Subject: Weekly recap

Here is what we accomplished this week:

- Payroll
- Compliance review with the IRS
- Plat Book reconfiguring
- Rental code prep for Planning Commission -Business licenses for Family Festival vendors -Social Security analysis, groundwork
- 941 report

Next week

- UGFOA Conf. In St George
- payroll transmittals
- send out 941x reports to Social Security Admin.
- Agendas for City Council and Planning Commission

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Monday, May 13, 2013 10:03:00 AM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Friday, May 03, 2013 2:34 PM
To: David Bunker
Subject: Weekly Recap

This week's highlights:

- 3 weddings at the Center. Kaity was gone to the National Championship game in California so I've been doing a lot of her stuff as well. I booked a wedding for her and met with another potential client as well while she was gone.
- Met with the owners of Cascade Golf Course this week to discuss how we could potentially work together with their course closing down.
- Wade was able to book 2 more tournaments this week and possibly another corporate pass in the works.
- Golf course was completely fertilized for the summer months.
- Spent a ton of time this week on Family Festival, I've been worried about the committee group and have been sending emails to get them kick started.
- Spent time working on the FF Magazine and have that ready to go to printer next week.
- We found that we have enough space at Mesquite Park.
- Spent a lot of time as well working on budget numbers with Finance/Golf/David.
- Hung up our new Soccer program banner at the Public Safety building for residents to see.

Next Week's Focus':

- Work on booking more tournaments.
- Wade has committed to finishing his business plan by Tuesday since he has staff on.
- 3 more weddings taking place this week, plus the LP Band banquet on Tuesday night (so they'll participate in the parade).
- Lots of Family Festival planning, working out schedules with Public Works crew for that week as well.
- Working on getting together Tee Ball teams and notifying teams/coaches.

You don't have to put this there, but finding a way to survive ☺.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly recap
Date: Friday, April 26, 2013 3:42:00 PM

From: Chandler Goodwin
Sent: Friday, April 05, 2013 2:16 PM
To: David Bunker
Subject: Weekly recap

David,

Here is what the planning and zoning dept. did this week:

- Met with Garbett Homes about the Bridgestone Plat D,F and G.
- Prepared for compliance review with IRS.
- Worked on new Capital Improvements Plan.
- Filed business license reports with the State.
- Created a new plat book.
- Sent out City Newsletter.

Next week:

- Payroll
- IRS Compliance Review
- Prepare rental code for Planning Commission.

Thanks,

Chandler

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Monday, May 13, 2013 10:01:00 AM

From: Chandler Goodwin
Sent: Friday, May 03, 2013 3:56 PM
To: David Bunker
Subject: Weekly Recap

What was accomplished this week:

- Branding meetings
- Quarterly financial reports, 941, SUTA
- Business license reports
- Rental property code
- Packet preparation for Council
- Budget preparation

What is coming up next week:

- Payroll
- Council meeting
- Continue Branding process
- Social Security research

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly recap
Date: Friday, April 26, 2013 3:42:00 PM

-----Original Message-----

From: Chandler Goodwin
Sent: Friday, March 29, 2013 6:52 PM
To: David Bunker
Subject: Weekly recap

David, here is what we worked on this week:

- completed payroll
- Worked on a business license for Sammy's -planning commission, assisted living ordinance and weed nuisance ordinance.
- Bridgestone preliminary and conceptual approval -Prepared City Council packet for April 2 meeting.

Next week:

- City Council Meeting
- Meet with Bridgestone to review engineering for plat's F,G and D -Prepare for IRS compliance review.

Sorry this is late,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Monday, May 13, 2013 9:35:00 AM

From: Chandler Goodwin
Sent: Friday, May 10, 2013 3:13 PM
To: David Bunker
Subject: Weekly Recap

What we accomplished this week:

- Payroll
- Approved Bridgestone Plats F & G, and prepared for final approval with Planning Commission
- Review a residential request for a property line adjustment
- Business licensing renewals
- Reviewed Digis lease agreement
- Researched Social Security

What is coming up next week

- Notice public hearing for Bridgestone F & G
- Planning Commission packet
- City Council packet
- Continue Social Security research
- Prepare final rental property code for Planning Commission

Thanks,

Chandler

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Friday, April 26, 2013 3:39:00 PM

From: Chandler Goodwin
Sent: Friday, April 26, 2013 3:39 PM
To: David Bunker
Subject: Weekly Recap

Here is what we accomplished this week:

- Payroll
- Financial Quarterly Reports
- Business License renewals
- Planning Commission
- Draft rental property code
- Family Festival posters/vendors fee schedule

Next Week:

- Financial Quarterly Reports
- Review updated insurance bids with Spectra Management
- Finance Committee meeting

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly recap
Date: Friday, June 21, 2013 3:34:00 PM

From: Chandler Goodwin
Sent: Friday, June 14, 2013 4:20 PM
To: David Bunker
Subject: Weekly recap

David,

Here is what we did this week:

- Continued to work on the Moderate Income Housing Plan
- Zoning violation letters sent out for parking violations
- Business Licensing reports
- Began to design City business cards
- May golf reconciliation
- Met with developers regarding St. Andrews, and Cottonwood properties
- Discussed potential park City Code with the Parks and Trails Committee

Next Week:

- Payroll
- Council Meeting
- Candidate Orientation
- Complete Social Security research
- Continue Moderate Income Housing Plan

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Recap
Date: Thursday, July 11, 2013 5:06:00 PM

-----Original Message-----

From: Chandler Goodwin
Sent: Thursday, July 11, 2013 4:47 PM
To: David Bunker
Subject: Weekly Recap

Here is what we accomplished this week

-Finalized presentation on Social Security -Quarterly management report -Bank reconciliation for May -
Sexual Harassment training -Hired a new Zoning Official, Jennifer Peay -Election training -Rearrange
office due to minor leak

Next week:

-Payroll
-Social Security presentation
-Begin performance reviews
-Send out absentee ballots
-June reconciliation

let me know if you need anything else,

Chandler

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly report
Date: Friday, June 21, 2013 3:35:00 PM

-----Original Message-----

From: Jeffrey Maag
Sent: Friday, June 14, 2013 10:34 AM
To: David Bunker
Cc: Dee Howard; Brenda Shuman
Subject: Weekly report

This week the Public Works Department worked on the following:

Family Festival clean-up

Sidewalk repair

Weed abatement

The sidewalk installation to the Rec Center, this is now operational Booster pump generator pad

Next week we anticipate working on the following:

Sidewalk repair

Weed abatement

Stormwater improvement at Hieselt's/BST junction

Sent from my iPad

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly report
Date: Friday, June 21, 2013 3:36:00 PM
Attachments: [6-16-22-2013.docx](#)

From: Jeffrey Maag
Sent: Friday, June 21, 2013 1:21 PM
To: David Bunker
Cc: Brenda Shuman; Dee Howard; Gretchen Gordon
Subject: Weekly report

Weekly Report

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: weekly reports
Date: Monday, April 29, 2013 2:51:00 PM
Attachments: [image001.png](#)
[image002.png](#)

From: Greg Gordon
Sent: Thursday, April 11, 2013 9:20 AM
To: Wade Doyle; Kaity Lavaja; David Bunker
Subject: RE: weekly reports

Kaity/Wade,

Please make sure that when you send me your weekly reports that you include what the Mayor is asking for below and then each month I'll compile this spreadsheet and send it on to David to then send on to them. I sense them wanting more information from us and this is something that should be pretty easy to do. Put a note in your calendar to remind yourself to send me your notes with all this information on Fridays by 11:00 am if possible and I'll then cut/paste into a different spreadsheet to send over to them.

He is asking for this monthly, whereas we do weekly reports for David. Just send me your weekly stuff (with the info included) and I'll take it all from there and just include it monthly. Plus a good reminder to send me your weekly highlights is a good thing so I know what we're all working on and can celebrate the wins.

Thank you for all do Kaity and Wade.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: Gary Gygi
Sent: Thursday, April 11, 2013 9:09 AM
To: Wade Doyle; Greg Gordon; Kaity Lavaja; David Bunker
Cc: Jenney Rees

Subject: weekly reports

Hi Guys, I would like to make a suggestion for the weekly reports that the council gets, can you include an ongoing tally of how many events we have scheduled for the Vista Room on monthly basis, how many tournaments at the golf course and the size of the tournament as well as how we got it. What I mean by that is did we call them, did they call us or did they get the idea from some form of our advertising. Same goes for weddings, etc, I would like to know how many events are coming as a result of us reaching out or the bride calling us directly. If we are to gauge our success then we need to measure it. I like very detailed and accurate data so the more the better. Thanks for all you do.
-Gary

From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly update
Date: Friday, June 21, 2013 3:33:00 PM

From: Charl Louw
Sent: Friday, June 07, 2013 3:31 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly update

This week we sent out utility bills, garbage can analysis for waste management, processed various check runs, helped with IT issues, helped with Family Festival, posted property tax revenue, prepared budget documents for the Council Meeting, reconciled bank statements, reviewed payroll, updated EFT transactions, and updated audit related revenue worksheets.

Next week we plan on preparing shut off letters, answering billing questions, reviewing invoices, processing checks, propose 2013 budget adjustments, and review the certified rate for property taxes.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Update
Date: Friday, July 12, 2013 4:47:00 PM

From: Charl Louw
Sent: Thursday, July 11, 2013 1:39 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly Update

Hello David,

This week we processed our accounts receivable billing, sent shutoff letters, made bank deposits, prepared audit confirmations, posted PTIF activity for June, reconciled deposits in the operating account for May, reviewed and processed a check run, provided schedules for the State of the City report, and prepared our department's quarterly management report.

In the next seven days we will post June activity for the bond trustee statements, reconcile disbursements for May in the operating account, prepare for the work session, process the check run, review payroll, send door notices, prepare employee evaluations, and attend the Olympus training.

Have a great weekend!

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Friday, April 26, 2013 3:41:00 PM

From: Charl Louw
Sent: Friday, March 29, 2013 3:34 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

David,

This week we collected meter reads, worked on sewer recalculations, reviewed intergovernmental sewer agreements for Highland and American Fork, processed utility shutoffs, maintained utility accounts, processed cash receipts, reviewed and processed three check runs, continued to update policies and procedures, posted March sales tax revenues, and updated the preliminary water and sewer budget.

Next week finish up sewer recalculations, sewer agreements, present the water and sewer fund preliminary budget, update bank reconciliations, create the quarterly report, and process invoices.

Have a good weekend,

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Friday, April 26, 2013 3:41:00 PM

From: Charl Louw
Sent: Friday, April 05, 2013 2:32 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly update

This week my amazing staff finished sewer recalculations, prepared and sent out the bill for March, closed the period, updated the general ledger, posted PTIF and property tax activity for March, prepared documents related to the finance committee meeting, the city council meeting, and the quarterly report. We also answered utility and vendor calls, updated residents' utility accounts, processed invoices, cash receipts, and deposits.

Next week shutoff letters, accounts receivable, process invoices, review payroll, and hopefully we will get an update on our SelectHealth, and other employee benefits costs for the next budget year.

Have a good weekend everyone! Thanks for holding the fort down while I've dealt with family and health issues. I can already tell a nap and the antibiotics are helping.

Charl

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Friday, April 26, 2013 3:40:00 PM

From: Charl Louw
Sent: Friday, April 19, 2013 5:33 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

This week we prepared the door notice list and gave to PW, prepared a check run, reviewed the health care premiums and recreation budget, created a spreadsheet to monitor ACH transactions, answered calls and helped customers, set up/terminated utility accounts, attended the UGFOA conference, and updated the policies and procedures manual.

Next week we finalize and present the general fund expenditures, and the salary and benefits plan, record ACH transactions, record sales tax revenues, process utility and A/P transactions.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Update
Date: Friday, June 21, 2013 3:33:00 PM

From: Charl Louw
Sent: Friday, May 31, 2013 3:11 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly Update

David,

This week was short, but my super staff did meter reads, zero reads, input meter info, scheduled shutoffs for next month, reconciled our utility billing to the general ledger through April, terminated and signed up utility accounts, posted sales tax revenue, resolved IT issues, reviewed potential IT support options for 2014, prepared budget documents, prepared for an A/P check run, and helped various customers.

Next week, we will process our check run, utility billing statements, help with the Family Festival, reconcile bank accounts, review payroll, review potential IT expenditures, and review potential 2013 budget adjustments for June 18th.

Also, I have my Mom's wedding Monday evening in Layton, which I guess I'm standing in the line for.

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Friday, May 17, 2013 2:19:00 PM

From: Charl Louw
Sent: Friday, May 17, 2013 1:54 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly update

We processed door notices, a check run, utility updates, budget updates, bank reconciliations, made bank deposits, credit card statement coding, attended training, and dealt with some IT issues.

Next week budget prep for work sessions and council meeting, monthly statements, ACH posting, utilities, and bank reconciliations.

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clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#) [REDACTED]
Subject: FW: Weekly Update
Date: Friday, June 21, 2013 3:33:00 PM

From: Charl Louw
Sent: Friday, June 14, 2013 3:29 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly Update

David,

This week we reviewed our IT vendors, processed a large check run, performed cash receipting, made cash deposits, signed up utility customers, sent shut off notices, helped with the GIS system, updated the budget and budget amendments for 2013, posted trustee and PTIF cash activity for May.

Next week we host a finance committee meeting, present the budget presentation, send door notices, process a check run, perform an accounts receivable update, update the computer purchase plan, finalize the City's IT vendor, review payroll, enjoy Father's day, send Dax on a family campout, and attend an orientation for city council and mayor hopefuls.

Have a great weekend!

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clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, May 13, 2013 10:43:00 AM

From: Charl Louw
Sent: Friday, May 03, 2013 3:58 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

We processed and distributed utility bills for April, posted more ACH/EFT transactions to A/P, processed a check run, supported I/T issues at both buildings, prepared the Golf and tentative budget, met with Spectra, and attended the State Auditor office training.

Next week golf and tentative budget presentation, finish posting ACH/EFT transactions, work on bank reconciliations, post trustee and PTIF statement activity.

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clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Update
Date: Monday, April 29, 2013 2:53:00 PM

From: Charl Louw
Sent: Friday, April 26, 2013 4:58 PM
To: David Bunker
Subject: Weekly Update

We had a large check run, posted ACH transactions, March Sales tax revenues, submitted the Sales Tax and Restaurant tax quarterly report, updated the Utility module, and prepared budget documents.

Next week we will finalize the budget spreadsheet for the Golf fund, post more ACH transactions through A/P, and get back to the bank reconciliations.

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clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, May 13, 2013 10:02:00 AM

From: Charl Louw
Sent: Friday, May 03, 2013 3:58 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

We processed and distributed utility bills for April, posted more ACH/EFT transactions to A/P, processed a check run, supported I/T issues at both buildings, prepared the Golf and tentative budget, met with Spectra, and attended the State Auditor office training.

Next week golf and tentative budget presentation, finish posting ACH/EFT transactions, work on bank reconciliations, post trustee and PTIF statement activity.

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, April 29, 2013 2:53:00 PM

From: Charl Louw
Sent: Friday, April 19, 2013 5:33 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

This week we prepared the door notice list and gave to PW, prepared a check run, reviewed the health care premiums and recreation budget, created a spreadsheet to monitor ACH transactions, answered calls and helped customers, set up/terminated utility accounts, attended the UGFOA conference, and updated the policies and procedures manual.

Next week we finalize and present the general fund expenditures, and the salary and benefits plan, record ACH transactions, record sales tax revenues, process utility and A/P transactions.

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, April 29, 2013 2:52:00 PM

From: Charl Louw
Sent: Friday, April 12, 2013 2:32 PM
To: David Bunker; Chandler Goodwin
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly update

Here is my staff's weekly update.

Sent off shutoff letters, performed accounts receivable which included American Forks annual administration and water fee, signed up and terminated utility accounts, helped residents with questions/requests, and updated the policies and procedures manual. Processed check runs, organized credit card statement, reconciled daily deposits. Reviewed the payroll, completed one bank reconciliation, assisted with 941 report, posted April property taxes, March credit card charges, and February & March PTIF activity.

Next week:

Door notices, helping customers, and signing up or terminating utility accounts. UGFOA conference training. Still waiting on SelectHealth premium update. Finalize recreation expenditure budget.

Charl Louw, CPA
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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, April 29, 2013 2:52:00 PM

From: Charl Louw
Sent: Friday, March 29, 2013 3:34 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: Weekly update

David,

This week we collected meter reads, worked on sewer recalculations, reviewed intergovernmental sewer agreements for Highland and American Fork, processed utility shutoffs, maintained utility accounts, processed cash receipts, reviewed and processed three check runs, continued to update policies and procedures, posted March sales tax revenues, and updated the preliminary water and sewer budget.

Next week finish up sewer recalculations, sewer agreements, present the water and sewer fund preliminary budget, update bank reconciliations, create the quarterly report, and process invoices.

Have a good weekend,

Charl Louw, CPA
Finance Director
City of Cedar Hills
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Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Monday, April 29, 2013 2:52:00 PM

From: Charl Louw
Sent: Friday, March 22, 2013 4:12 PM
To: David Bunker
Subject: Weekly update

I don't have much of an update. But this week I worked on refining the water and sewer fund budget. Next week I hope to get updated sales tax numbers, possibly the property tax settlement, and the SelectHealth medical premium renewal. I also need to review the preliminary general fund and water & sewer fund expenditure budgets with you and the mayor.

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: weekly update
Date: Thursday, July 11, 2013 11:52:00 AM
Attachments: [image001.png](#)

From: Charl Louw
Sent: Thursday, June 27, 2013 12:12 PM
To: David Bunker
Cc: Lauren Jasper; Dax Fossum
Subject: weekly update

David,

This week we made deposits, prepared utility collections, shut-offs, meter reads, and sewer billing related to Highland and American Fork. We also prepared and sent the state auditor our certified budget, reviewed IT needs and made any purchases necessary, posted sales tax revenues, reviewed and processed a large check run, updated the fee schedule related to utilities, posted PTIF transfers, posted credit card transactions for May, and reviewed our year-end list of tasks for the audit season.

Next week we will send out utility bills, process a check run, update IT equipment, update bank reconciliations as time permits, make a list of unclaimed property for the State Treasurer, prepare audit confirmations for bonds and bank accounts, and review the inventory count from the pro shop.

Have a great weekend!

Charl

From: David Bunker
Sent: Monday, June 24, 2013 1:18 PM
To: Chandler Goodwin; Jeffrey Maag; Greg Gordon; Charl Louw
Subject: exec staff meeting

Directors,

Thank you all for your weekly updates! You are all doing great at getting those in.

I have had a few council members want additional information from the Mayor. So, I will be meeting with Gary and Gretchen on Thursday mornings for a Mayor/council update. I would like to send that information out by Friday morning. With that, I would like to ask you to send me your weekly updates on Thursday by around noon so we can send all of the updates to council by Friday morning. That gives the council Friday to read and ask questions if they need more information. Please also copy Gretchen on your weekly updates as she will be compiling them with the mayors communication update for distribution.

Thanks again, and have a great weekend!

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly update
Date: Friday, July 12, 2013 4:33:00 PM

From: Charl Louw
Sent: Friday, July 05, 2013 2:33 PM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly update

This week we made cash deposits, sent out utility bills, prepared multiple months of bank reconciliations for the operating bank account, reviewed the payroll, reviewed and processed a check run, and responded to customer inquiries, and began work on the GFOA budget document.

Next week we should work with our IT vendor and update hardware/software on computers as needed, prepare shut off letters, review invoices, prepare audit confirmations, quarterly reports, and continue to make progress on our bank reconciliations for the audit, and update our GFOA budget document, as time permits.

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: FW: Weekly Update
Date: Thursday, July 18, 2013 4:20:00 PM

From: Charl Louw
Sent: Thursday, July 18, 2013 11:05 AM
To: David Bunker
Cc: Dax Fossum; Lauren Jasper
Subject: Weekly Update

David,

The last seven days we updated utility rates, reconciled cash receipts, made deposits, performed financial analysis on social security, presented a budget update at the work session, prepared a property tax/population table for the State of the City, reviewed payroll, processed and reviewed a check run, reconciled disbursements for May in the operating account, sent door notices, completed employee evaluations for staff, posted bond trustee activity for June, and attended the Olympus liability insurance training.

For the next seven days we will perform a VPN update between the recreation center and the public works building, process a check run, continue to make progress on the bank reconciliation for the operating and payroll accounts, process a check run, process deposits, calculate costs for fitness instructors, and enjoy the holiday.

Thanks,

Charl Louw, CPA
Finance Director
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clouw@cedarhills.org

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Fwd: Canyon Heights Drive
Date: Wednesday, September 04, 2013 6:42:03 PM
Attachments: [image001.png](#)
[image002.jpg](#)

Sent from my iPhone

Begin forwarded message:

From: Verl Doman [REDACTED] >
Date: September 4, 2013, 9:45:09 AM MDT
To: David Bunker <DBunker@cedarhills.org>
Subject: Re: Canyon Heights Drive

David Bunker,

I live on the south west corner of the intersection of Canyon Heights Dr, Hillside Dr and Cottage Canyon Dr. and have seldom seen a patrol car, maybe less than a handful in the last ten years that I have lived here. At this intersection several school buses pick up and deliver the kids during the school days and as there is a very dangerous condition there I believe that sooner or later a tragedy will occur if no action is taken to:

1) Slow down the traffic coming down the hill around the corner that has restricted visibility by vehicles and pedestrians coming out of Hillside Dr. especially with the cars parked along Canyon Heights Dr. of those waiting to pick up their children. The most practical solution there is a permanent device that posts the speed limit and the speed of the vehicle approaching. Speed bumps on the incline, we are told would interfere with critical snow removal.

2) Remove the trees and bushes on the north east side of that intersection which restricts the visibility of the traffic coming down.

CEMETERY - Cedar Hills needs a cemetery even more that it needs a golf course. It seems clear to me that the part of the golf course above the highway would be an ideal location and it is already mostly landscaped.

It would only require some minor modification of the landscape such a few trees and bushes and maybe eventually a vault into the side of the steep part of the hill as there became enough interest for such a provision.

A simple rendering of proposed cemetery with plots identified that could be pre-sold so that the city would not have to develop it until there was enough revenue to pay for the modifications seems so very reasonable. If a survey were sent out with the monthly water and sewer statements, the city could get an idea of the interest. I would like at least two plots.

Let us know if we could help.

Thanks,

Verl Doman

On Tue, Sep 3, 2013 at 11:10 AM, David Bunker
<DBunker@cedarhills.org> wrote:

Hello Rob,

I have been able to gather some more information regarding the issue you called me about at the end of last week. Specifically the landscaping concerns on Canyon Heights Drive and the Cottage Canyon intersection. In June Mr. Doman contacted the City regarding three issues. The issues were concerning the intersection of Canyon Heights Drive and Cottage Canyon with regards to the bus stop and crosswalk, the potential of turning St. Andrews Estates into a cemetery, and developing two residential building lots in the Cottages Open Space/Park area. Mr. Goodwin, the city planner/assistant city manager responded to Mr. Doman. All three items were addressed with Mr. Doman, including additional follow up concerning the intersection clear view being forwarded to our code enforcement department.

There was a temporary transition period during the early summer due to the departure of Scott McMahon, the city code enforcement officer. The city hired Mrs. Jenny Peay on July 22nd for that position, and she immediately began contact with the property owners regarding the vegetation and intersection clear view regulations. Courtesy code enforcement letters were sent to the respective parties on July 31, August 20, and August 26, 2013. Property owners have made an initial effort to correct deficiencies, and Mrs. Peay is working with the property owners to finalize the issues as it relates to city code. The property owner immediately responded via phone on August 27th and has agreed to work with the city to quickly comply with city code.

I appreciate your inquiry and if you have any further questions let me know, or you can also contact the Mayor and City Council. In addition to working with the planning and zoning department to finalize the landscaping issue, I will follow up with the public works department regarding use of the speed trailer to help residents realize the speeds they may be going down that section of Canyon Heights Drive. Previously, the police department has patrolled that specific location, and I will also follow up with them to make sure they are aware of any issues regarding speeding in that area as well.

I noticed you posted my reply last Friday I sent via phone text to the Forum, and you are welcome to post this response as well. Thanks again, and have a great day.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



imagesCAHUR3HG



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Fwd: Department of Environmental Quality Payment Receipt
Date: Wednesday, January 22, 2014 4:00:31 PM

Sent from my iPhone

Begin forwarded message:

From: <deqpay@utah.gov>
Date: January 22, 2014 at 2:03:53 PM MST
To: <dbunker@cedarhills.org>
Subject: Department of Environmental Quality Payment Receipt
Reply-To: <deqpay@utah.gov>

Thank you for your payment.

An online payment has been made for \$100.00 using account
#*****0270.

Item Description(s):

- Item #23 Water Operator Certification Renewal Application (every 3 years) - Certification Renewal
Application must be downloaded from our web page and filled out . You must also attach a copy of the receipt from your credit card or E-Check (<http://www.drinkingwater.utah.gov>)

Your receipt number is: 2829

If you have any questions regarding this transaction, please call us at (801) 536-4183.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Fwd: Parlant message
Date: Friday, March 14, 2014 2:09:33 PM

Sent from my iPhone

Begin forwarded message:

From: Jenney Rees <jrees@cedarhills.org>
Date: March 14, 2014 at 2:08:03 PM MDT
To: David Bunker <DBunker@cedarhills.org>
Subject: Parlant message

On Wednesday, March 19th at 7pm the city will have a public hearing to discuss preliminary plans presented by Blu Line Designs. These plans are for a 55 and older living center that is being proposed for a portion of our commercial area. Residents are welcome to attend and give feedback at this meeting. Public comment will begin shortly after the meeting starts. The public hearing will be located at the Community Recreation Center at (address). We encourage any who have concerns or feedback to attend this meeting. For questions, please contact the front desk at (number). Thank you.

From: [David Bunker](#)
To: [Greg Gordon](#); [Gretchen Gordon](#)
Subject: Fwd: Photos of Cedar Hills to run in chamber magazine
Date: Monday, April 01, 2013 12:41:31 PM

Lets identify some photos for this.
David

Sent from my iPhone

Begin forwarded message:

From: Christi Babbitt <[REDACTED]>
Date: April 1, 2013, 10:36:21 AM MDT
To: "dbunker@cedarhills.org" <dbunker@cedarhills.org>
Cc: <ggvgi@cedarhills.org>
Subject: **Fwd: Photos of Cedar Hills to run in chamber magazine**

I haven't gotten any response on this request yet, our deadline is rapidly approaching, is there any way you could help us out with this? Please let me know, thanks.

Christi Babbitt

Begin forwarded message:

From: Christi Babbitt <[REDACTED]>
Subject: **Photos of Cedar Hills to run in chamber magazine**
Date: March 26, 2013 1:33:58 PM MDT
To: dbunker@cedarhills.org

Mr. Bunker -

My name is Christi Babbitt and I am working with the Pleasant Grove and American Fork Chambers of Commerce to produce a magazine that will highlight various aspects of those communities as well as Alpine, Highland and Cedar Hills. The magazine will be distributed locally and include information on local educational, recreational, artistic and business-related resources.

The chambers plan to devote a page in the magazine to each of the five cities with a brief description of the city and information that residents might find helpful such as city contact numbers, utility hookup contacts, etc. I would also like to have some photos of each city to run on these pages.

My question for you is, do you have any photos that we could

use on the page devoted to Cedar Hills? Or could you direct me to someone in your city who would? They could be of the city itself, of the council, of activities during city celebrations, or of recreational activities, whatever you feel like you would like to present to the community. It would be great to have maybe three or four alternatives to choose from.

Your help with this would be greatly appreciated. Please let me know if you can help. You can contact me at this email or at [REDACTED].

Thanks -

Christi Babbitt

From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: KSL deal
Date: Friday, May 31, 2013 2:58:00 PM
Attachments: [image001.png](#)

Would we want to put a deal on KSL for a punch pass for golf like Stonebridge?

<http://www.ksl.com/public/deal/show/7768>

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gary Gygi](#); [Gary Gygi](#); [Gretchen Gordon](#)
Subject: Meeting
Date: Wednesday, October 23, 2013 8:32:03 PM

Gary

In the morning I have a meeting with the resident Who can only meet tomorrow. I am meeting him at eight and hopefully will be done by 8:30. I may be a little late for our meeting.

David

Sent from my iPhone

From: [David Bunker](#)
To: [Gary Gygi](#); "[Gary Gygi](#) ([REDACTED])"; [Jenney Rees](#) ([REDACTED]); [Jenney Rees](#); [Scott Jackman](#); [Scott Jackman](#) ([REDACTED]); [Stephanie Martinez](#) ([REDACTED]); [Stephanie Martinez](#); [Trent Augustus](#); [Trent Augustus](#); [Daniel Zappala](#) ([REDACTED]); [Daniel Zappala](#); [Chandler Goodwin](#); [Jeffrey Maag](#); [Charl Louw](#); [Greg Gordon](#); [Gretchen Gordon](#)
Subject: Performance Review
Date: Friday, March 15, 2013 6:34:00 PM
Attachments: [image001.png](#)
[FY2014-360 Review.xlsx](#)

Mayor, Council and Staff

The Mayor has asked Chandler to assist in a performance evaluation of the city manager. As directed by the Mayor, Chandler has done a great job putting together appropriate questions for a 360 performance review. Chandler will compile results from the mayor and council, direct report city staff, and from David for the Council to review. Chandler is taking care of a family issue, so I offered to send the blank form to each of you.

Please take a few minutes and fill out the attached performance evaluation for the city manager by Monday, March 18. When you have completed the review, please email the completed form or file back to Chandler at cgoodwin@cedarhills.org If you have questions regarding the review, or have any other issues, please contact Chandler or Gretchen.

Thank you,

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Wade Doyle](#); [Greg Gordon](#)
Subject: RE:
Date: Friday, May 17, 2013 3:49:00 PM

Wade,
That is great. I love the language of "touch point" ! Great.
David

From: Wade Doyle
Sent: Friday, May 17, 2013 3:39 PM
To: Greg Gordon
Cc: David Bunker
Subject:

Here are the tournament #'s for 2013 to date

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe
Date: Thursday, September 05, 2013 10:17:02 AM

Sounds good. Maybe just add have a great day and you can call the office with any other questions

The part that says I have made contact with the owner, maybe change that to I have left a message with the owner.

Sent from my iPhone

On Sep 5, 2013, at 9:50 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

DRAFT

Kristina – Our office received an email stating that you had a concern about some television programming that was on during a recent visit to Sammy's Café. I have made contact with the owner/operator of Sammy's Café to relay your concern and will review this issue with him.

As a city, we constantly strive to create a family-friendly, appropriate environment in all that we do. We appreciate you letting us know about this and will monitor the resolution closely. We hope that you will give Sammy's Café another try and communicate any future concerns that may arise.

From: David Bunker
Sent: Wednesday, September 04, 2013 6:10 PM
To: Gretchen Gordon
Subject: Fwd: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe

Hey Gretchen I want to send a letter to respond to this lady. so tomorrow I'll call you and on the road tell you what that response should be and Have you send it to her.

David

Sent from my iPhone

Begin forwarded message:

From: Mike Carson <MCarson@cedarhills.org>
Date: September 4, 2013, 4:37:39 PM MDT
To: Greg Gordon <GGordon@cedarhills.org>, Chandler Goodwin <CGoodwin@cedarhills.org>
Cc: David Bunker <DBunker@cedarhills.org>, Gretchen Gordon <gordon@cedarhills.org>

Subject: FW: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe

-----Original Message-----

From: noreply@cedarhills.org [<mailto:noreply@cedarhills.org>] On Behalf Of Cedar Hills

Sent: Wednesday, September 04, 2013 4:57 PM

To: Mike Carson

Subject: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe

Kristina Narvaez [REDACTED] sent a message using the contact form at <http://www.cedarhills.org/contact>.

I took my four children to Sammy's Cafe this afternoon for shakes. The tv was on and the Ellen Show was on. My children and I witnessed Ashton Kucher take off his clothes and be naked on national television. I am shocked that my young children saw this. We will never go back to Sammy's Cafe and I am completely offended the casual viewing in a family restaurant.

[REDACTED]

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2242 / Virus Database: 3222/6138 - Release Date: 09/04/13

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3392 / Virus Database: 3222/6639 - Release Date: 09/04/13

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe
Date: Thursday, September 05, 2013 10:39:28 AM

That sounds great. thank you Gretchen

Sent from my iPhone

On Sep 5, 2013, at 10:33 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Kristina – Our office received an email stating that you had a concern about some television programming that was on during a recent visit to Sammy's Café. I have left a message with the owner/operator of Sammy's Café to relay your concern and will review this issue with him.

As a city, we constantly strive to create a family-friendly, appropriate environment in all that we do. We appreciate you letting us know about this and will monitor the resolution closely. We hope that you will give Sammy's Café another try and communicate any future concerns that may arise.

Please feel free to contact the office with any further questions. Have a great day.

David Bunker
City Manager

-----Original Message-----

From: noreply@cedarhills.org
[\[mailto:noreply@cedarhills.org\]](mailto:noreply@cedarhills.org) On Behalf Of Cedar Hills
Sent: Wednesday, September 04, 2013 4:57 PM
To: Mike Carson
Subject: [Front Desk / Other] Inappropriate Content on Ellen Show at Sammy's Cafe

Kristina Narvaez ([REDACTED]) sent a message using the contact form at <http://www.cedarhills.org/contact>.

I took my four children to Sammy's Cafe this afternoon for shakes. The tv was on and the Ellen Show was on. My children and I witnessed Ashton Kucher take off his clothes and be naked on national television. I am shocked that my young children saw this. We will never go back to Sammy's Cafe and I am completely offended the casual viewing in a family restaurant.

[REDACTED]

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2242 / Virus Database: 3222/6138 -

Release Date: 09/04/13

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3392 / Virus Database: 3222/6639 - Release Date:

09/04/13

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3392 / Virus Database: 3222/6639 - Release Date: 09/04/13

From: [David Bunker](#)
To: [Charl Louw](#); [Greg Gordon](#); [Laurie Anderson](#); [Nicole Allen](#); [Natalie Scott](#); [Wade Doyle](#)
Cc: [Dax Fossum](#); [Chandler Goodwin](#)
Subject: RE: Activity Based Accounting
Date: Monday, February 03, 2014 4:58:00 PM

I like this. Is there additional costs associated with a "cash receipts" module?

David

From: Charl Louw
Sent: Monday, February 03, 2014 4:57 PM
To: Greg Gordon; Laurie Anderson; Nicole Allen; Natalie Scott; Wade Doyle
Cc: David Bunker; Dax Fossum; Chandler Goodwin
Subject: Activity Based Accounting

Greg, Wade, Laurie, Nicole, Natalie, & Becky,
Dax was able to contact Caselle's support for our financial system, and figure out how to add activity numbers to invoices. It looks like we could also add activity numbers to payroll allocations. This means we could produce an activities based report that would make it easier to see how much each program costs, and it should be easier to share this information with everyone who needs to review it. I attached a sample of what the activity codes could look like. I would like to test this out the next few months for Events and Recreational activities, and see if we can work out any issues for the next budget year. I think we could also do this on the revenue side too with the cash receipts module, along with a journal entry after each month to capture the activity from Sportsites and Par9.

This will take a little work to implement, but eventually adding activity codes should help managing the programs a little easier. Please let me know if you any suggestions for other activities you would like to track.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Wade Doyle](#)
Subject: RE: Bid for range
Date: Friday, August 23, 2013 12:33:00 PM

Thank you Wade!
David

From: Wade Doyle
Sent: Friday, August 23, 2013 12:20 PM
To: David Bunker
Subject: Bid for range

David the guy from west coast netting has promised me the info within the half hour. I have called him twice today already but he is working on bids for BYU, Cedar Hills, and Arizona St. I will forward the info as soon as I receive it.

From: [David Bunker](#)
To: [Daniel Zappala](#); [Chandler Goodwin](#); [Gretchen Gordon](#)
Subject: RE: bill for Cedar Hills
Date: Friday, November 01, 2013 8:36:00 AM

Thank you Daniel. I hadn't seen that invoice come through before. We will get that processed.

On another topic, if you had a minute I would like to speak with you about the PG sewer connection on 9600 North. Specifically how we want to structure the interlocal agreement and possible fees associated with it. When you have some time available, will you call me on my cell or at the office.

Thanks
David

From: Daniel Zappala [mailto: [REDACTED]]
Sent: Friday, November 01, 2013 8:29 AM
To: Chandler Goodwin; David Bunker; Gretchen Gordon
Subject: Fwd: bill for Cedar Hills

Here's the bill for the animal shelter.

-- Daniel Zappala

----- Forwarded message -----

From: **Tug Gettling** < [REDACTED] >
Date: Fri, Nov 1, 2013 at 8:09 AM
Subject: Re: bill for Cedar Hills
To: Daniel Zappala [REDACTED] >

Daniel - I had not forgotten, just busy. Here ya go (attached). Thanks.

Aloha,

Tug Gettling, Director
North Utah Valley Animal Services
193 North 2000 West
Lindon, Utah 84042



>>> Daniel Zappala < [REDACTED] > 10/31/2013 1:43 PM >>>

Tug,

When you get a chance can you send me the bill for Cedar Hills. Thanks!

-- Daniel Zappala

From: [David Bunker](#)
To: [Rob Crawley](#); [Gretchen Gordon](#); [Chandler Goodwin](#); [Jenney Rees](#)
Cc: [Trent Augustus](#); [Mike Geddes](#); [Gary Gygi](#); [Daniel Zappala](#)
Subject: RE: BluLine Tour-Doug Young
Date: Wednesday, January 29, 2014 1:12:00 PM

Hi Rob,

I will check with Doug and Chandler to see if the times you are available would be a good time to visit the facility. We will get back to you.

By the way, there is no focus on you other than the fact you had mentioned you wanted to see it, so we were just trying to accommodate you. And, any other councilmembers for that matter. As Gary mentioned, he and several of the other council members visited a similar site. There are weighty decisions coming your way as the council evaluates the merits of the proposed development. As staff, we are just trying to help you get information that will help each of you in your decisions.

David

From: Rob Crawley
Sent: Wednesday, January 29, 2014 11:52 AM
To: David Bunker; Gretchen Gordon; Chandler Goodwin; Jenney Rees
Cc: Trent Augustus; Mike Geddes; Gary Gygi; Daniel Zappala
Subject: RE: BluLine Tour-Doug Young

David,

My schedule is a little tight. But, I can go Saturday afternoon at 3:00 as my first choice. My second choice is Monday night after 5:00 PM. My third choice is Monday around noon. Has everyone else seen it? Why the focus on me out of curiosity?

Rob

From: David Bunker
Sent: Wednesday, January 29, 2014 10:35 AM
To: Rob Crawley; Gretchen Gordon; Chandler Goodwin; Jenney Rees
Cc: Trent Augustus; Mike Geddes; Gary Gygi; Daniel Zappala
Subject: RE: BluLine Tour-Doug Young

Rob,

Is there a day next week that would work for you? We can reschedule with Doug if there would be a better time for you.

David

From: Rob Crawley
Sent: Wednesday, January 29, 2014 7:50 AM
To: Gretchen Gordon; David Bunker; Chandler Goodwin; Jenney Rees
Cc: Trent Augustus; Mike Geddes; Gary Gygi; Daniel Zappala
Subject: RE: BluLine Tour-Doug Young

I will not be able to make it. My daughter is having a medical procedure on Thursday. If someone else would like to go in my place that would be great.

Rob

From: Gretchen Gordon

Sent: Monday, January 27, 2014 2:34 PM

To: David Bunker; Chandler Goodwin; Jenney Rees; Rob Crawley

Subject: BluLine Tour-Doug Young

When: Thursday, January 30, 2014 1:30 PM-3:00 PM.

Where: Meet at the City Office Building

From: [David Bunker](#)
To: [Wade Doyle](#)
Cc: [Greg Gordon](#)
Subject: RE: Business Plan
Date: Wednesday, June 05, 2013 4:53:00 PM

Thank you Wade!! I will go through that and give you any feedback I have.
Thanks again for getting that revised.

David

From: Wade Doyle
Sent: Wednesday, June 05, 2013 3:54 PM
To: David Bunker
Cc: Greg Gordon
Subject: Business Plan

David I changed the business plan and added the information we talked about but I did put it all in its own section. The advisory committees information starts towards the end under "Calendar and Marketing Plan", but it refers back to the customer service and marketing sections then the planning calendar is towards the end also and refers to the advisory committee. Give it a read and this should be what we want.....

Thanks for the input,
Wade

From: [David Bunker](#)
To: [Wade Doyle](#)
Cc: [Charl Louw](#)
Subject: Re: cart lease
Date: Thursday, January 17, 2013 7:41:35 PM

Thank you Wade. We can get that done. We will look for the credit app.
David

Sent from my iPhone

On Jan 17, 2013, at 3:36 PM, "Wade Doyle" <wdoyle@cedarhills.org> wrote:

You will be receiving a credit app for the new cart lease from RMT or EZ-GO in the next few days. They need approval on the financials 45 days prior to the lease and delivery of the new carts. I just wanted to give you a heads up

From: [David Bunker](#)
To: [Kate Bell](#); [Gary Gygi](#); [Chandler Goodwin](#); [Jenney Rees](#); [Gretchen Gordon](#)
Cc: [Brett Crockett](#); [Chris Briggs](#); [Mary Kay Crocker](#)
Subject: RE: Cedar Hills Call
Date: Monday, March 25, 2013 2:03:00 PM

Sounds good. Lets cancel to day and regroup next Monday. If we have an issue come up before that, we will just give you a call.

Thanks so much

David

From: Kate Bell [mailto:████████████████████]
Sent: Monday, March 25, 2013 12:46 PM
To: Gary Gygi; Chandler Goodwin; David Bunker; Jenney Rees; Gretchen Gordon
Cc: Brett Crockett; Chris Briggs; Mary Kay Crocker
Subject: Cedar Hills Call

Cedar Hills Team,

We have two team members from out of state in our office today and Mary Kay and Chris will be unavailable for our weekly call. It may be best to cancel unless you have something specific you would like to discuss.

Survey Update:

331 surveys have been completed

95 emails have been collected

Slider has been posted on the Cedar Hills [homepage](#)

Hand out and tent cards delivered to city offices

I have attached the updated Cedar Hills calendar that carries through to the end of the development phase - let me know if you have any questions about the timeline.

Please let me know if you would like to hold the call this afternoon.

Thanks,

Kate

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Cedar Hills Christmas event
Date: Thursday, October 31, 2013 9:22:39 AM
Attachments: [image001.png](#)

Very nice!

Sent from my iPhone

On Oct 31, 2013, at 9:01 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Catering is set for the Christmas Party. Hyrum said that he will do our menu for \$15/person, including service charge.

Chef-carved Baron of Beef
Chicken Marsala
New Potatoes w/ butter, lemon & dill
Green Beans Fresca (Finely chopped tomato, garlic, and olives)
Green Salad w/ 2 dressings
Rolls/Butter

Iced water on tables
2 flavored lemonades at a drink station

Crepe Bar for dessert

They are also including china, silver, crystal, and linens in the price.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: Hyrum Knapp [<mailto:>]
Sent: Wednesday, October 30, 2013 3:30 PM
To: Gretchen Gordon
Subject: Re: Cedar Hills Christmas event

I actually have an appointment up here this afternoon right now until 4:30. So if you're available after that I'd be happy to or I can come back up any day this week.

Hyrum Knapp
(801) 358-2931

From iPhone

On Oct 30, 2013, at 3:15 PM, Gretchen Gordon <gordon@cedarhills.org> wrote:

Hyrum – When would you like to review the menu for our Christmas party? I am wanting to finalize the menu/budget shortly.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image001.png>

<image004.jpg>

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From: Gretchen Gordon
Sent: Wednesday, October 02, 2013 11:10 AM
To: 'Hyrum Knapp'
Subject: RE: Cedar Hills Christmas event

Do you have some time to meet to finalize our menu? Let me know what works for you.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image003.png>

<image004.jpg>

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From: Hyrum Knapp [<mailto:>]
Sent: Monday, September 23, 2013 10:11 PM
To: Gretchen Gordon
Subject: RE: Cedar Hills Christmas event

Gretchen,

Hopefully Greg let you know I received this message, and I asked him to let you know that we will figure out a way to work this out.

So this is my actual email letting you know that. Let's come up with a menu, and dessert that we can keep you guys within this budget.

I'd be happy to sit down with you again when it works for your schedule

and we can get it arranged.

Talk to you soon,

Hyrum

From: Gretchen Gordon [<mailto:gordon@cedarhills.org>]
Sent: Wednesday, September 18, 2013 5:00 PM
To: [REDACTED]
Cc: David Bunker
Subject: Cedar Hills Christmas event

Hyrum – Thanks for meeting with me last week about our City party. I have reviewed your menu ideas and confirmed our budget with the City Manager. We would need to stay firm at \$15/person, including service charge. The cost would need to include dessert as well. If we would not be able to do the “Elegant Holiday Party” for that price, I would like to consider some other options. Let me know your thoughts and suggestions on what we might be able to provide as menu options.

I reviewed the possibility of your request for golf course merchandise as a partial trade, relating to this event. Our City Manager felt that we would not be able to accommodate the request at this time. We are happy to work with the menu to make sure that it falls within our budget without impacting the golf course budget.

I will wait to hear from you on further menu planning. THANKS!

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image005.png>

<image004.jpg>

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Version: 2013.0.3408 / Virus Database: 3222/6693 - Release Date:
09/23/13

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Checked by AVG - www.avg.com

Version: 2013.0.3426 / Virus Database: 3222/6792 - Release Date: 10/29/13

From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Cedar Hills Community Survey
Date: Friday, March 15, 2013 4:37:00 PM

Yes and no. Yes, I was aware of it. And No, I did not tell Wade yet. I need Wade to be aware of it too. Thanks for reminding me. The only way they redeem the bucket of balls is to print the coupon after taking the survey. This is part of our branding efforts. I would like to track how many of these coupons are redeemed.

David

From: Greg Gordon
Sent: Friday, March 15, 2013 4:21 PM
To: David Bunker
Subject: Fwd: Cedar Hills Community Survey

I just received this, I hadn't heard anything about us giving out a free bucket of balls or a free fitness pass. Do you know if Wade is aware of this?

Sent from my iPhone

Begin forwarded message:

From: Cedar Hills [REDACTED] >
Date: March 15, 2013, 4:15:04 PM MDT
To: Greg <ggordon@cedarhills.org>
Subject: Cedar Hills Community Survey
Reply-To: Cedar Hills [REDACTED] >

Greg,

The City of Cedar Hills is launching a brand strategy project focused on gathering information and developing an identity that will influence and drive business, sales tax revenue, relocation (residential and commercial) and general perception of the City. As part of the branding process, the City has asked marketing agency Radi8 Creative to create a survey to collect information from residents to better understand changing perceptions.

This is a short survey that should only take 5-7 minutes of your time. All of your answers will be anonymous. If you choose to participate in this survey you will receive a voucher for a **free bucket of balls** at the Cedar Hills Golf Club or a voucher for a **free fitness class** at the Cedar Hills Community Recreation Center. The link to the survey is available below:

[REDACTED]

If you have questions regarding the survey, contact the Cedar Hills City Office at [801-785-9668](tel:801-785-9668).

Thank you!

This is a one-time mailing, but if you would like to unsubscribe, you can do so here: [unsubscribe](#)

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Chandler Goodwin](#); [Scott Verhaaren](#)
Subject: Re: Cedar Hills Development Opportunity
Date: Friday, June 21, 2013 5:38:07 PM
Attachments: [image001.png](#)

Thank you.
David

Sent from my iPhone

On Jun 21, 2013, at 3:48 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

I have scheduled this meeting for Monday, July 8th at 10:00am. If that will not work with everyone's schedules, please let me know what may be a better date.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: Chandler Goodwin
Sent: Friday, June 21, 2013 2:41 PM
To: Scott Verhaaren; David Bunker; Gretchen Gordon
Subject: Re: Cedar Hills Development Opportunity

Hi Scott,

Just about anytime that week is fine for me. Get with Gretchen Gordon to

schedule a meeting the week of July 9, that way David Bunker, our City Manager can be there as well.

Thank you,

Chandler Goodwin

On Jun 21, 2013, at 10:55 AM, "Scott Verhaaren"

<[REDACTED]> wrote:

Chandler,

Roger Boyer forwarded your message about the development opportunity in Cedar Hills. Wade Williams and I work primarily on mixed-use and retail projects for the company and would be happy to meet with you about the project.

I will be out of the office most of next week and Wade will be out the following week. We'd be happy to meet you at your office sometime the week of July 9th if that week works for you. If so, let me know what dates and times work best.

Regards,

Scott

Scott H. Verhaaren
Senior Partner

THE BOYER COMPANY
90 South 400 West, Suite 200
Salt Lake City, UT 84101

[REDACTED]

[REDACTED]

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Chandler Goodwin](#)
Subject: RE: City Office Tours
Date: Thursday, January 31, 2013 5:26:00 PM

Hummmm, I think that the person giving the tours should be in a different position than executive staff. I know Chandler is extremely busy right now. How about Laurie P. or Katherine? Not saying the BSA is BS with a little A kicked in, just that we can utilize time better for some employees. Or how about Mike and we will cover his desk for 15 minutes. That will get him some time to move around and stretch.

Open to suggestions. Thoughts?

David

From: Gretchen Gordon
Sent: Thursday, January 31, 2013 10:58 AM
To: David Bunker
Subject: FW: City Office Tours

From: Mike Carson
Sent: Thursday, January 31, 2013 10:50 AM
To: Gretchen Gordon
Subject: City Office Tours

Yesterday I had my first inquiry about a tour of the City offices for a Scout group. I took the name and phone number and tentatively scheduled them for Tues., Feb. 5, at 4:15. In the past Chandler has been great as a tour guide (he being an Eagle Scout himself). How would you like to handle this? I am happy to schedule the tours and coordinate with Chandler or another staff member if he is not available. We all just need to be on the same page so that the staff members are willing and able to do this.

Let me know.

Thanks,

Mike Carson

Front Desk

City of Cedar Hills

10246 N Canyon Road

Cedar Hills UT 84062

801-785-9668 ext. 100

frontdesk@cedarhills.org

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No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2238 / Virus Database: 2639/5570 - Release Date: 01/31/13

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Cleaning Questions
Date: Monday, May 06, 2013 3:09:00 PM
Attachments: [image003.png](#)
[image005.png](#)

I appreciate her answers. It seems they really know their business. On the noticing, lets notify Brenda as well. My understanding is that we did not have a contract the same way we do with Coverall. But, it would be good to let her know now if we are going this direction.

David

From: Gretchen Gordon
Sent: Monday, May 06, 2013 3:03 PM
To: Dee Howard; Jeffrey Maag; Greg Gordon
Cc: David Bunker
Subject: FW: Cleaning Questions

Here are the answers to the questions that we had for Melody. Do you guys want to meet one last time to review our options or are we prepared to make a decision? Notification has been given to CoverAll who is currently cleaning the Recreation Center. Notice has not been given to Brenda Shuman who cleans the City Offices.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: Melody Quinney [<mailto:>]
Sent: Monday, May 06, 2013 9:30 AM
To: Gretchen Gordon
Subject: RE: Cleaning Questions

Hi Gretchen,
The responses are below....
Let me know if you have any other questions.

Melody

From: Gretchen Gordon [<mailto:gordon@cedarhills.org>]
Sent: Tuesday, April 30, 2013 3:48 PM
To: [REDACTED]
Cc: Dee Howard; Jeffrey Maag; Greg Gordon
Subject: Cleaning Questions

Melody – We were able to do a thorough comparison of our current cleaning contract and the proposal from Status. We had a couple of questions that we wanted more information on if you could help us:

- 1) How much flexibility is there for us to request a particular cleaning day of the week?

We can almost always accommodate this request.

- 2) What are your typical cleaning hours? I'm assuming they would be outside of typical office hours or weekends, but we wanted to clarify.

Yes, we prefer to clean after hours and/or on the weekend so as to not disturb people while they're working.

- 3) How many individuals would need to receive security access to the building?

Upon the award of an account, we begin the selection process – we want to choose the right cleaners for our type of facilities. We will bring that cleaner to the initial walk-through and it will be decided at that time how many cleaners will be working at your facilities.

- 4) At this time, we will likely have you clean each building once per week. At the recreation center, during our peak/heavy usage times, would what the procedure be to add a second cleaning during a week?

Just let us know the week before you would like to add the second day of cleaning at the rec. center. If it's mid-month, we would figure out the price for each clean and add it that month's billing. Then the following month we would bill the two times/week cleaning price.

- 5) Is there a process by which someone signs off on the various cleaning tasks from our office or do you handle that in your office?

One of the outstanding members of our operations management team will be assigned to your facility. He will perform an extensive 50-point evaluation every month to make sure the cleaning is to your satisfaction and will report any issues to your cleaners (hopefully before you've even noticed there is a problem). You will have access to the Operations Manager's inspection results through CleanTelligent, which is a cloud-based program. With this program you can also submit requests

directly to your cleaners (the accountable personnel at Stratus monitor these messages to make sure they are being addressed). You will receive a response within 15 minutes. Communication is of great importance to us, we cannot address an issue if we don't know about it. This program allows you to communicate easily and effectively.

- 6) At the recreation center there is a considerable amount of hardwood flooring. Do you have specific neutral cleaners to ensure that the finish of the floor is not damaged?

We will make sure your cleaners are supplied the right equipment and solutions for your type of flooring.

- 7) How long would you anticipate the total cleaning of each building to take?

I can give you an estimate (I figured around 2 hours at the office and 3 hours 45 minutes at the rec center). A more accurate time will be determined at the initial walk-through.

- 8) Would the inside windows of the Town Offices be cleaned during the wall cleaning? We didn't see anything specific to that task.

Yes, we spot clean the inside glass like we maintain the smudges on the walls.

- 9) As an additional item, does your company have restroom air fresheners and/or scented toilet tablets that could be included or considered at an additional cost?

Yes, we can provide toilet and urinal screens, and fill the air fresheners in the restrooms. I'll make a note for the operations manager to write down the type of dispensers you have so we can order the right ones. The cost would be billed separately. Would you like us to order all your consumables? (Paper towels, toilet paper, can liners, soap....)

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Committee Recommendations
Date: Monday, July 29, 2013 3:21:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hey Greg,

I think we should do a written summary of the framework items the City has already implemented. That way we can send it to the Mayor and council, then have the mayor send it to the committee members to say "hey, we got this!" As you know this is one of the platforms a person is running for council on. Lets let the mayor get some kudos for putting the committee together and then following up on it.

Just a thought. Lets talk.

Either way that we get the information out there is good, I just think it may work to our advantage to let the Mayor lead the charge on this. An either way, you have done a great job implementing the committees recommendations.

Thanks to you both!

David

From: Greg Gordon
Sent: Monday, July 29, 2013 3:07 PM
To: Wade Doyle
Cc: David Bunker
Subject: FW: Committee Recommendations

Wade,

This is what Rick Stewart sent me from the Golf Course Finance Committee, can you go through it and highlight the awesome things you've already implemented from this list and I'll forward it to the Committee Members so they'll see that we're actually already rolling with their recommendations. Also I forwarded the body of the email a minute ago as well so you can see he is wanting to book a company tournament in August at the course as well.

Thank you sir!

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: Rick Stewart [mailto: [REDACTED]]
Sent: Monday, July 29, 2013 12:23 PM
To: Greg Gordon
Subject: RE: Committee Recommendations

Here you go Greg – Good Luck

P.S.

I would like to do schedule a company scramble in August if possible – 8 foursomes – 18 holes – I know Saturdays are the worst possible day but is it possible to schedule one?

Let me know

Rick Stewart

[REDACTED]
[REDACTED]

From: Greg Gordon [mailto:GGordon@cedarhills.org]
Sent: Friday, July 26, 2013 2:49 PM
To: [REDACTED]
Subject: Committee Recommendations

Rick,

I was wondering if you had the Golf Course Finance Committee's recommendations from the Town Hall meeting you could send me. There are some claiming that we haven't done anything to implement them and I wanted to get a list of them and detail out what we have done to show that we have taken the feedback and have things in motion. Our sales alone will prove that we're on the way up, we just finished our 1st month ever of more than \$100,000 in sales. Wade is doing a great job and I don't want him to be thrown under the bus from some who are using it as a political point.

I sure appreciate it. Thanks for all you do Rick.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



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Version: 2012.0.2242 / Virus Database: 3209/6029 - Release Date: 07/29/13

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Conference Registration
Date: Tuesday, August 27, 2013 10:38:30 PM
Attachments: [image001.png](#)

Yes that would be good to start them.

David

Sent from my iPhone

On Aug 27, 2013, at 4:34 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Do you need me to start Travel Authorization Forms for everybody going or do they need to do their own?

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image001.png>

<image002.jpg>

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From: Mike Carson
Sent: Friday, August 23, 2013 4:04 PM
To: Gretchen Gordon
Subject: Conference Registration

I registered the following for the conference:

Gary

Jenney

Daniel

David Bunker
Chandler

Mike Carson

Front Desk

City of Cedar Hills

10246 N Canyon Road

Cedar Hills UT 84062

801-785-9668 ext. 100

Fax: 801-796-3543

frontdesk@cedarhills.org

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Version: 2013.0.3392 / Virus Database: 3211/6607 - Release Date: 08/25/13

From: [David Bunker](#)
To: [Wade Doyle](#)
Cc: [Greg Gordon](#); [Gary Gygi](#)
Subject: Re: Council Notes
Date: Tuesday, July 16, 2013 12:34:20 PM

Great job Wade.
David

Sent from my iPhone

On Jul 16, 2013, at 12:17 PM, "Wade Doyle" <wdoyle@cedarhills.org> wrote:

- June sales for 2013 overall were up \$21,000 dollars
This is big because last year's season had an earlier start and longer spring
- We have had 10 tournaments this year and have another 17 booked for the rest of this season for a total of 27 tournaments.
Doubled last year's tournaments
- I was aggressive to increase my season pass sales to meet budgeted numbers in June by selling \$8500 in passes
- Trained staff to be on a unified marketing campaign to increase pro shop sales and decrease inventory
- Getting compliments from other Pro's and players that have preferred others courses to the point that they are calling to congratulate us on our drive to succeed here at Cedar Hills.
- Put together an aggressive marketing plan that has been very successful thru radio and TV spots. Positive information about the Cedar Hills Golf Club. Other golf Courses are noticing us do to our ad campaign.
- Changing the reputation that Cedar Hills is not a coupon course to increase revenue and bring in a more positive clientele
- Working close with the maintenance crew to be on a unified program to continue our success and be a high quality facility

From: [David Bunker](#)
To: [Wade Doyle](#)
Subject: RE: Course and meeting
Date: Wednesday, March 06, 2013 1:53:00 PM

Lets get together Friday Morning. I have some time at 9:00. I will plan on coming over to the pro shop.

Thanks

BTW, how do the carts look?

From: Wade Doyle
Sent: Wednesday, March 06, 2013 1:40 PM
To: David Bunker
Subject: Course and meeting

David we are looking to open the course on Monday the 11th at 9am weather permitting. I am bringing my staff in on Friday afternoon for training. I need to meet with you this week for a few minutes to discuss some things. I am busy tomorrow morning with the carts and Friday afternoon with training but available any other time if you want to meet here we can.

Thanks,

Wade

From: [David Bunker](#)
To: [Ken Cromar](#); [Colleen Mulvey](#); [Gary Gygi](#); [Gretchen Gordon](#)
Cc: [Rosemary Cundiff](#)
Subject: RE: Courtesy Email: Golf Course Citizens Advisory Committee audio Re: 12-24-12 GRAMA Request
Date: Friday, January 04, 2013 1:10:00 PM
Attachments: [image001.png](#)

Mr. Cromar
Good Afternoon,

We just finished speaking in the front lobby and I wanted to put this response in writing and copy your distribution list.

To my knowledge and the knowledge of our City Recorder, Colleen Mulvey, the City of Cedar Hills does not have, nor has it ever had an audio recording of the Golf Course Finance Ad-Hoc committee for November 15th 2012.

You mentioned in our conversation that this point was not clear in the email you received from the City recorder. Your exact terms were that this point was “squishy” in her correspondence. In reading her reply she correctly states “**there is no audio recording for that meeting**” I am not sure what is “squishy” about that statement, but I am glad to have clarified the meaning today in the lobby.

Thank you,

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Ken Cromar [mailto:████████████████████]
Sent: Friday, January 04, 2013 11:50 AM
To: Colleen Mulvey; Gary Gygi; David Bunker; Gretchen Gordon

Cc: Rosemary Cundiff

Subject: Courtesy Email: Golf Course Citizens Advisory Committee audio Re: 12-24-12 GRAMA Request

Mayor Gygi, Mr. Bunker, Ms. Gordon, and Ms. Mulvey,

Good morning.

In response to Ms. Mulvey's email below declining to provide my GRAMA request in behalf of Cedar Hills Citizens for Responsible Government, for the November 15 audio recording of the Golf Course Citizens Advisory Committee presentation, may I direct you to the following in Utah Code:

63G-2-201. Right to inspect records and receive copies of records.

(1) Every person has the right to inspect a public record free of charge, and the right to take a copy of a public record during normal working hours.

As you may know, **Utah Code 52-4-203** requires:

(3) All meetings of the Committee shall be recorded. The recording of the open meeting shall be made available to the public within 3 business days.

As Mr. Bunker may recall, I approached him at the November 15, 2012 Golf Course Citizens Advisory Committee presentation and asked if the meeting was being recorded (the audio equipment was out on the table) and he assured me it was. When the recording did not show up on the city website, I made the 12/24/2012 GRAMA request for this public record.

Therefore, as discussed with former Deputy Recorder Gretchen Gordon (Ms. Mulvey being out of the office at the moment) over the phone with this email in front of her, I will be in the City offices within approximately 15-minutes with a blank CD (if necessary) ready to review and to obtain a copy of this public audio record from her or some other representative. I let you know of this in advance and in writing, as a courtesy, so you may be prepared.

Respectfully,

Ken Cromar



On Dec 27, 2012, at 4:22 PM, Colleen Mulvey wrote:

Mr. Cromar,

This is in response to your 12/24/2012 GRAMA request for the audio

recording of the November 15, 2012 Town Hall and Golf Course Advisory Committee meeting. The Town Hall and Golf Course Citizens Advisory Committees are ad-hoc committees, under the direction of the Mayor, and there is no audio recording for that meeting. The Golf Course Financial presentation that was made at that meeting can be found on the city's website at the following link: <http://www.cedarhills.org/sites/default/files/golf-course-financials-2012-11-15.pdf>

If you have any questions, please feel free to contact me.

Colleen A. Mulvey, CMC

City Recorder

City of Cedar Hills

10246 N Canyon Road

Cedar Hills, UT 84062

(801) 785-9668 ext. 503

<image001.png>

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From: [David Bunker](#)
To: [Gary Gygi](#); [Gretchen Gordon](#)
Cc: [Colleen Mulvey](#)
Subject: RE: Elected Officials Training
Date: Thursday, January 09, 2014 5:09:00 PM
Attachments: [image001.png](#)

I think that would be a great value and very timely with newly elected officials taking office.
David

From: Gary Gygi
Sent: Thursday, January 09, 2014 4:18 PM
To: Gretchen Gordon
Cc: Colleen Mulvey; David Bunker
Subject: RE: Elected Officials Training

Check with David to see what is on the agenda, but if room then I have no objection.

From: Gretchen Gordon
Sent: Thursday, January 09, 2014 3:21 PM
To: Gary Gygi
Cc: Colleen Mulvey; David Bunker
Subject: Elected Officials Training

Gary – Olympus Insurance wanted to see if they could come do the elected officials training on February 4, 2014, during the work session? This is something that they typically do for newly elected officials and a refresher for current officials. I told him I would see if this would work on the schedule.

Let me know and I can confirm with them.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Laurie Petersen](#); [Gary Gygi](#); [Chandler Goodwin](#); [Daniel Zappala](#); [Gretchen Gordon](#)
Subject: RE: Emergency Management Meeting
Date: Thursday, January 03, 2013 6:40:00 PM
Attachments: [image002.png](#)
[image004.png](#)

I will not be in the office on that day and will need to reschedule the meeting. I actually just had a response from Daniel that Tuesday morning (Jan 15th) works best, which I will be available for. Lets plan on 8:30 am on the 15th if that works for the Mayor.

Thanks everyone.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Laurie Petersen
Sent: Thursday, January 03, 2013 2:56 PM
To: Gary Gygi; David Bunker; Chandler Goodwin; Daniel Zappala; Gretchen Gordon
Cc: Laurie Petersen
Subject: Emergency Management Meeting

Gentlemen and Gretchen,

We will be having an Emergency Management Meeting Thursday, January 17, 2013 at 1:00 at the Public Works and Admin. Building.

We will discuss what we are doing as a city to prepare our citizens for different types of disasters and emergencies.

Please respond to this email and let me know if you will be attending. Thanks for all you are doing to help make our City safer and our society prepare and be ready.

Laurie Petersen

Administrative Analyst
(801) 785-9668 ext. 104
lpetersen@cedarhills.org



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Emergency Management Meeting
Date: Thursday, January 03, 2013 7:02:00 PM
Attachments: [image001.png](#)
[image003.png](#)

Gretchen

This cracks me up! What do we do? I am not sure if Laurie just doesn't know office etiquette or what. I hate to stifle her efforts, but we somehow need her to understand the process of getting her job done and still coordinate with her supervisor. Ugh.

Thanks for trying to head this one off at the pass! I responded to Daniel that his suggestion of the 15th is better for me.

Thanks again

-David

From: Gretchen Gordon
Sent: Thursday, January 03, 2013 3:13 PM
To: Laurie Petersen; Gary Gygi; David Bunker; Chandler Goodwin; Daniel Zappala
Subject: RE: Emergency Management Meeting

Laurie – Could it be held on January 10th or January 31st instead? David will be out of the office on January 17th and then on January 24th attending an Engineering conference.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: Laurie Petersen
Sent: Thursday, January 03, 2013 2:56 PM
To: Gary Gygi; David Bunker; Chandler Goodwin; Daniel Zappala; Gretchen Gordon
Cc: Laurie Petersen
Subject: Emergency Management Meeting

Gentlemen and Gretchen,

We will be having an Emergency Management Meeting Thursday, January 17, 2013 at 1:00 at the Public Works and Admin. Building.

We will discuss what we are doing as a city to prepare our citizens for different types of disasters and emergencies.

Please respond to this email and let me know if you will be attending. Thanks for all you are doing to help make our City safer and our society prepare and be ready.

Laurie Petersen
Administrative Analyst
(801) 785-9668 ext. 104
lpetersen@cedarhills.org



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From: [David Bunker](#)
To: [Daniel Zappala](#); [Laurie Petersen](#); [Chandler Goodwin](#); [Gretchen Gordon](#); [Gary Gygi](#); [Angela Johnson](#); [Lowder, Darin](#); [Jenney Rees](#)
Subject: RE: Emergency Preparedness: notes from meeting
Date: Thursday, January 17, 2013 9:31:00 AM
Attachments: [image001.png](#)

Thank you Daniel. These are great.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Daniel Zappala [mailto:████████████████████]
Sent: Wednesday, January 16, 2013 9:51 PM
To: Laurie Petersen; David Bunker; Chandler Goodwin; Gretchen Gordon; Gary Gygi; Angela Johnson; Lowder, Darin; Jenney Rees
Subject: Emergency Preparedness: notes from meeting

These are my notes from the meeting. Underlined items are action items.

Scope

- We can't be the resource for all residents
- Goal is to get residents prepared and then coordinate with other organizations, primarily the church
- Have Stake President report issues to city
- City can contact county
- Generator here at PWB and at Cottonwood well
- Who has generators in the community? (Daniel)

Be Ready Utah

- great source of information
- Be sure each stake has Be Ready Utah info (Daniel)

Town Hall Agenda

- City 10 minutes

- Several stake presidents, 10 min each
- Daniel show residents how to update contact information in Parlant, do a demo, 10 minutes
- Daniel or Gary show how to use Twitter, Facebook to follow city, 10 minutes
- Three main messages: rely on yourself, 72 hour kit, update contact info
- Meet with stake presidents beforehand (Gary, Daniel, David)
- Get emails for all stake emergency reps (Daniel)
- Poster for stakes (Townhall committee and Jenney)
- Press release and letter for bishops to read (Jenney)
- Use Parlant to notify residents of meeting (David)

City Plan

- Call list
- Consolidate on web site
- Offer CPR training
- Contact info for stakes
- Use LPPSD as command group, fire chief is commander, center located based on emergency
- City has radios from fire department
- City has its own radio system, cell phones

Family Festival

- June 15
- Have some kind of booth

Coordination with Stakes

- Manage contact info both ways (Daniel)
- Phone and email for leaders and reps (Daniel)

What are city's responsibilities?

- Handle any infrastructure like water or gas or power
- Tree of responsibility
- Only stake reps call city

-- Daniel Zappala

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Employee Wellness 2014
Date: Thursday, March 13, 2014 6:19:00 PM

I would rather do the telehealth option Charl has proposed than this method. However, there is not support for either program on a legislative level.
David

-----Original Message-----

From: Gretchen Gordon
Sent: Thursday, March 13, 2014 3:18 PM
To: David Bunker; Charl Louw
Subject: FW: Employee Wellness 2014

I have received this information from a wellness program provider. Do you want me to look into this further?

Gretchen Gordon, CMC
Executive Assistant/Human Resources
801-785-9668 x102

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-----Original Message-----

From: marco@veep.com [<mailto:marco@veep.com>]
Sent: Friday, February 21, 2014 3:10 PM
To: Gretchen Gordon
Subject: Employee Wellness 2014

Hi Gretchen,

Pleasure speaking today. I'll be very brief.

I run a wellness company located in Orange County, called VEEP. We are the official wellness program of the City of Phoenix. Over 4000 pounds lost in 4 months.

Do you perhaps have a few minutes this week to take a look at the technology? I'll make it worth your time.

The City of Phoenix:

[REDACTED]

[//www.bizjournals.com/phoenix/print-edition/2012/11/16/workplace-wellness-phoenix-employees.html](http://www.bizjournals.com/phoenix/print-edition/2012/11/16/workplace-wellness-phoenix-employees.html)

--
--

Best Regards,
Marco Del Prince

----- VEEP - Visual Eating & Exercise Program Vice President of
Business Development

[REDACTED]

URL: [REDACTED]
[REDACTED]. Suite 400
Irvine, CA 92618

Nothing in this communication is intended to serve as medical advice. This information does not replace the advice of a qualified medical professional or diagnose or treat any medical condition and should not be relied on as such. If you have any concerns or questions about your health you should always consult with a physician or other health-care professional. Do not avoid or delay obtaining medical or health related advice from your health-care professional because of something you may have read on this site or learn in this program. We respect your privacy.
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From: [David Bunker](#)
To: [Greg Gordon](#); [Mike Carson](#); [Laurie Anderson](#); [Nicole Allen](#); [Kaity Whittaker](#); [Gretchen Gordon](#)
Subject: RE: Family Festival 2013
Date: Monday, January 28, 2013 5:11:00 PM
Attachments: [image001.png](#)
[image003.png](#)
[image006.png](#)

Thank you Greg,

I know this has been a headache, but unfortunately we are just not in the position to be very demanding with the carnival company or with LDS Stakes having youth conferences. Like you said there will always be a conflict with someone. By moving the FF up another week, it will compress our scheduling timeline. We all need to be aware of the potential time limitations we will have with such an early date. (do bands really want to do parades right after getting out of school?) Some scheduling may pose a problem?

I am sure you will be having a dept. meeting on a regular basis to cover the details, but I would also like to be kept up to speed on the activities and how the events are progressing, so I will be getting with you and Kaity to make sure we are on track and getting things covered. Everyone needs to keep you up to speed on every aspect of the festival and as the Dept. Head it will obviously fall on you to make sure our budget stays within the scope of the funding source, and I appreciate you staying on top of that.

I am really excited for this years Festival! I think we will have a really great experience and build on the positives from last year! Thanks for all of your efforts.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Greg Gordon
Sent: Monday, January 28, 2013 3:03 PM
To: Mike Carson; David Bunker; Laurie Anderson; Nicole Allen; Kaity Whittaker; Gretchen Gordon
Subject: Family Festival 2013

Guys,

I have talked to David and we are moving forward with our planning of the Family Festival June 3rd-8th due to the issues we had with the carnival company and Orem backing up onto our week. There will always be something that will conflict with us and what we have going on, but it sounds like this date will conflict less with things going on. Mike, could you please add this change to the newsletter so that people will hopefully plan their family vacations around this, this falls the week after school gets out so we'll have some possible challenges as a result of that. Kaity, you can start to hit up the parade people. Try to get Daniel to work on the LP Band like he committed he could do.

Please go forward with your assigned tasks so we can make this the best event yet and give our residents a big bang to start their summer off.

Thank you all for all you are doing!

Greg Gordon
Recreation Director
City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Jerianne Conroy](#); [Angela](#); [Ben Cahoon](#); [EMILY COX](#); [Family Festival](#); [Gary Gygi](#); [Greg Gordon](#); [Jenney Rees](#); [Joe Phelon](#); [Joel Wright](#); [Keith Irwin](#); [Madee Proffit](#); [Marisa Wright](#); [Melissa Willie](#); [Michael Stuy](#); [Nicole Allen](#); [Rob Olsen](#); [Shannon Payne](#); [Steve Weber](#); [Wade Doyle](#)
Subject: RE: Family Festival Committee Updates
Date: Thursday, January 09, 2014 5:12:00 PM
Attachments: [image001.png](#)

Thank you Jerianne! We appreciate all the work you are doing to enhance the Family Festival! You have a great committee.

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Jerianne Conroy [mailto: [REDACTED]]
Sent: Thursday, January 09, 2014 4:50 PM
To: Angela; Ben Cahoon; David Bunker; EMILY COX; Family Festival; Gary Gygi; Greg Gordon; Jenney Rees; Joe Phelon; Joel Wright; Keith Irwin; Madee Proffit; Marisa Wright; Melissa Willie; Michael Stuy; Nicole Allen; Rob Olsen; Shannon Payne; Steve Weber; Wade Doyle
Subject: Family Festival Committee Updates

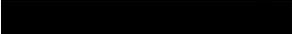
We want to welcome Joel and Marisa Wright to the Family Festival committee. Joel will be working with Shannon and Madee for the 5K/Fun Run and Marisa will be heading up our newly-added service project events.

Also, if you were not able to attend our first meeting late last year, you should know that we are also welcoming Steve Webber who is heading up Magazine/Sponsorships.

Attached is a list of the committee with their contact information.

--

Jerianne Conroy



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Family Festival
Date: Thursday, May 02, 2013 11:32:00 AM
Attachments: [image001.png](#)

Sounds great.

I would take out the part of the embroidery on the council notice. They will just know \$20 covers the shirt. I will send that text to the mayor and make sure he is good with it.

David

From: Gretchen Gordon
Sent: Thursday, May 02, 2013 11:06 AM
To: David Bunker
Subject: Family Festival

Does this look ok for Staff:

This year's Family Festival is fast approaching! In years past, we have asked all City Staff to sign-up for a volunteer shift during the events of the FF. With the establishment of the FF Committee, and commitment from LDS Stakes to provide volunteers, the need is less urgent. However, we are still excited for our staff to participate in this great annual event!

If you are interested in signing-up as a Volunteer, please e-mail Greg Gordon at ggordon@cedarhills.org. As a volunteer, you will be provided a FREE Family Festival t-shirt and passes for your immediate family. (Those who are living in your house) If you will not be volunteering, you may still receive passes for you and your immediate family and a t-shirt may be purchased for \$5.00.

.....

POSSIBLE CITY COUNCIL E-MAIL:

This year's Family Festival is fast approaching! In year's past, polo shirts have been provided for council members in addition to t-shirts for City staff. Due to the increase in the number of volunteers and committee members, and associated costs, if you would like to have this year's shirt, we are asking for individuals to purchase them. Polo shirts will be \$20 and t-shirts will be \$5; the City will cover the cost of embroidery/screening.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Greg Gordon](#); [Gretchen Gordon](#)
Subject: RE: First Aid Kit
Date: Friday, October 18, 2013 2:00:00 PM
Attachments: [image001.png](#)
[image004.png](#)

Greg,

You have a first aid kit available. Are you wanting an additional one down stairs? If so, where would you put it. In public places, it is hard to put them where they are accessible but also controlled.

David

From: Greg Gordon
Sent: Friday, October 18, 2013 1:27 PM
To: Gretchen Gordon
Cc: David Bunker
Subject: First Aid Kit

I wonder if maybe we could get a small first aid kit to put downstairs for fitness classes. Last night a little girl cut herself on a corner of one of the beams I guess and Mayor Gygi found her a band aid, but it might not be a bad idea to get a kit and put it in the closet for emergencies in the future????

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Flags to Half Staff From Sunrise Until Noon
Date: Friday, May 24, 2013 12:34:00 PM
Attachments: [image001.png](#)
[image002.png](#)

Thank you!!
David

From: Greg Gordon
Sent: Friday, May 24, 2013 12:30 PM
To: David Bunker; Wade Doyle
Subject: RE: Flags to Half Staff From Sunrise Until Noon

David,

We've already worked it out. I'm going to lower it and leave the key for Wade and then he's going to put it back up at noon for me since he's working this Monday. I have a key at home that I'm going to take over to him.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: David Bunker
Sent: Friday, May 24, 2013 12:29 PM
To: Wade Doyle
Cc: Greg Gordon
Subject: FW: Flags to Half Staff From Sunrise Until Noon

Wade,
Will you make sure the flags are half staff on Monday at the clubhouse?
Thanks
David

From: Mike Carson
Sent: Friday, May 24, 2013 8:17 AM
To: David Bunker; Lone Peak Fire District; Wade Doyle; Daniel Zappala; Gary Gygi; Jenney Rees; Scott Jackman; Stephanie Martinez; Trent Augustus
Subject: FW: Flags to Half Staff From Sunrise Until Noon

Please fly flags at half staff on Monday, May 27, until noon for Memorial Day. (See below)

Mike Carson

Front Desk

City of Cedar Hills

10246 N Canyon Road

Cedar Hills UT 84062

801-785-9668 ext. 100

Fax: 801-796-3543

frontdesk@cedarhills.org

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From: American Flagpole & Flag Co. [<mailto:matt@aflag.ccsend.com>] **On Behalf Of** American Flagpole & Flag Co.

Sent: Friday, May 24, 2013 7:38 AM

To: Mike Carson

Subject: Flags to Half Staff From Sunrise Until Noon

Fly the American Flag at Half Staff on
Monday 5/27/2013 from Sunrise Until
Noon for Memorial Day

EXCERPT FROM THE US FLAG CODE

Section 7.M

The flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should be again raised to the peak before it is lowered for the day.

On Memorial Day the flag should be displayed at half-staff until noon only, then raised to the top of the staff.

Click here to see the entire [US Flag Code](#)....

Help Spread Patriotism

Add the Half Staff Flag Widget to Your Website

[AFlag.com](#)

[Register Now](#)

[About Us](#)

[Flag Etiquette](#)

[Flag Code](#)

Got High Winds?

Be sure to check out our Tough-
Tex polyester US flags.

or Blog

This half staff American flag widget will automatically display the American Flag at half staff on the days that it is appropriate to fly the flag at half staff. It will also give the reason why the flag is at half staff.

- Shows your patriotism
- Proudly displays the United States Flag
- Current date and time is displayed for your visitors.
- It's FREE



Simply copy the following code onto your website or blog.

```
<div id="aFlag_Widget"><div id="hf_alert"></div><div id="aflag_link" ><a href="http://www.aflag.com">American Flags</a></div><script type="text/javascript" src="http://www.aflag.com/widget/flagJS.asp"></script></div>
```

For more information visit www.halfstaff.org

OTHER WAYS TO OBSERVE MEMORIAL DAY

The "Memorial" in Memorial Day has been ignored by too many of



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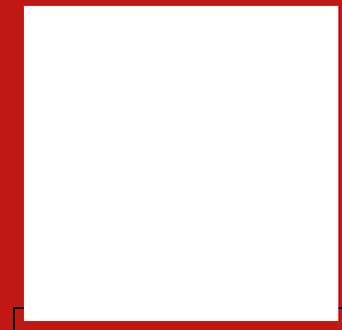
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Makes a Great
Father's Day Gift!



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Solar Flagpole Light



us who are beneficiaries of those who have given the ultimate sacrifice. Often we do not observe the day as it should be, a day where we actively remember our ancestors, our family members, our loved ones, our neighbors, and our friends who have given the ultimate sacrifice:

- by visiting cemeteries and placing flags or flowers on the graves of our fallen heroes.
- by visiting memorials.
- by flying the U.S. Flag at half-staff until noon.
- by flying the 'POW/MIA Flag' as well (Section 1082 of the 1998 Defense Authorization Act).
- by participating in a "National Moment of Remembrance": at 3 p.m. to pause and think upon the true meaning of the day, and for Taps to be played.
- by renewing a pledge to aid the widows, widowers, and orphans of our fallen dead, and to aid the disabled veterans.

The American flag does not belong to any one political party, nor does it represent any one political view. The American flag belongs to all the people of the United States.

Sincerely,

Matt Knowlan
American Flagpole and Flag Co.

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American Flagpole and Flag Co. | 3546 Lake Elmo Ave. | Suite #3 | Lake Elmo | MN | 55042

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Version: 2012.0.2242 / Virus Database: 3184/5852 - Release Date: 05/23/13

From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Golf Raffles
Date: Tuesday, June 04, 2013 6:25:00 PM
Attachments: [image001.png](#)
[image002.png](#)

I have to echo Gregs thoughts. It went really well and everyone had a great time. The course looked fantastic and played well. I took the opportunity to ask the non-staff players with us what, if anything, they would change. Nothing on the course was the reply. Its great.

The only considerations they mentioned were to add a value pack for junior players. If we could get a really good deal on a junior pass we could maybe entice parents or adult tickets to be sold as well. That and a womens league.

The other item was to offer a punch pass that is a good deal. I thought we had one? Maybe people just don't know about it. Rob mentioned to offer quickie deals if the course is not booked. In other words, send out an email on the slow days/times Mon-Thurs that says, "if you book and play in the next half hour, the cost is only \$15 with cart" or something like that? I wanted to get your thoughts on that.

Anyway, thanks so much!
David

From: Greg Gordon
Sent: Tuesday, June 04, 2013 4:18 PM
To: Wade Doyle
Cc: David Bunker
Subject: RE: Golf Raffles

You guys did awesome today, I can't thank you enough. I thought it was the best to date, I love the idea of moving old product as well. It only gets better and better every year with your involvement. We've got an entire year to start working on things for next year's event also, after how great today was people want better next year. Please thank your staff because they all did a great job, hopefully financially it will end up being a great day for the course as well.

Thank you for all your efforts with the tournaments Wade and for getting that sponsorship from Biotech to offset those costs.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: Wade Doyle
Sent: Tuesday, June 04, 2013 3:42 PM
To: Greg Gordon
Cc: David Bunker
Subject: Golf Raffles

Hey just to let you both know I raffled off mostly the old merchandise out of the shop that had such a low cost and we would never sale so it was time to let it go. The other thing is I got the golf bag and nike driver at cost total for both at \$149. I convinced my sponsor biotech to put in \$600 which was plenty to cover the expense of all the raffle merchandise and have some left over. Thanks for supporting us today and helping out with the tourney.

Wade

From: [David Bunker](#)
To: [Charl Louw](#); [Greg Gordon](#); [Wade Doyle](#)
Cc: [Jeffrey Maag](#); [Chandler Goodwin](#)
Subject: RE: golf
Date: Monday, June 03, 2013 2:46:00 PM
Attachments: [image001.png](#)

OK, new teams

Gary Gygi, Abeeda, Mike Geddes, Chad Webb

Trent Augustus, Chandler, Greg, Charl

Jeff and I will float in case someone else needs a team. Otherwise we could make two threesomes?

Gotta love being flexible!!

David

From: Charl Louw
Sent: Monday, June 03, 2013 1:41 PM
To: David Bunker; Greg Gordon; Wade Doyle
Cc: Jeffrey Maag; Chandler Goodwin
Subject: RE: golf

Are you playing tomorrow David? I don't have to play.

Charl

From: David Bunker
Sent: Monday, June 03, 2013 12:55 PM
To: Greg Gordon; Wade Doyle
Cc: Jeffrey Maag; Charl Louw; Chandler Goodwin
Subject: golf

Here are the teams for tomorrow:

#1 - Gary Gygi, Abeeda ?? Charl Louw, Mike Geddes

#2 – Trent Augustus, Jeff Maag, Greg Gordon, Chandler Goodwin

Thanks and have fun!!

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [REDACTED]
Subject: Re: Harassment Training
Date: Monday, April 01, 2013 12:51:28 PM
Attachments: [image001.png](#)

Yes let's book it. Lets let Highland and Alpine know too.
David

Sent from my iPhone

On Apr 1, 2013, at 11:04 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

The Vista Room is available on July 9th. We could schedule the training from 10:30-11:30am. Please confirm that we want to hold it in Cedar Hills and I will finalize the facility reservation with Kaity. I have also confirmed with Wade that we will not conflict with a tournament or other event.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: David Bunker
Sent: Monday, April 01, 2013 9:44 AM
To: Gretchen Gordon
Subject: FW: Harassment Training

Does this date work for us? I would like to have the training in Cedar Hills if possible.

Lets check to make sure there is not a tournament. Thanks
David

From: Laurie Adams [[mailto:](#) [REDACTED]]
Sent: Monday, April 01, 2013 9:42 AM
To: David Bunker
Subject: Harassment Training

I have spoken to the Trust and they are available on July 9th. The time is flexible at this point so I thought you'd better check your facility calendar and see what works best for you. As always our room is available if yours is taken. Let me know.. Thanks Laurie

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Charl Louw](#); [Jeffrey Maag](#); [Lauren Jasper](#); [Brenda Shuman](#)
Subject: Re: Hart's Water Shares
Date: Tuesday, October 08, 2013 8:36:34 AM
Attachments: [image001.png](#)

Thanks for getting that Gretchen.
David

Sent from my iPhone

On Oct 8, 2013, at 8:35 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Charl – Hopefully, the information from the Development Agreement is adequate background for the auditors. Let me know if you need anything else.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: Charl Louw
Sent: Monday, October 07, 2013 5:24 PM
To: David Bunker; Gretchen Gordon; Jeffrey Maag
Cc: Lauren Jasper; Brenda Shuman
Subject: Hart's Water Shares

David, Jeff, or Gretchen,

It appears Hart's made a deposit with the City for \$7,600 for water share purchases.

Do we have any supporting documentation for this transaction? The auditor is requesting support. I have moved the deposit to contribution income in the water & sewer fund and restricted the shares. Also, when do we anticipate purchasing the water shares?

Thanks,

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

No virus found in this message.

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Version: 2013.0.3408 / Virus Database: 3222/6731 - Release Date: 10/07/13

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Immunization Clinic
Date: Wednesday, October 02, 2013 2:23:00 PM
Attachments: [image001.png](#)

I need a vaccination!!

David

From: Gretchen Gordon
Sent: Wednesday, October 02, 2013 1:37 PM
To: Austin Parks; Becky Galloway; Brenda Shuman; Brian Cloud; Brian Haskell; Chad Scott; Chandler Goodwin; Charl Louw; Colleen Mulvey; David Bunker; Dax Fossum; Dee Howard; Greg Gordon; Jeffrey Maag; Jennifer Peay; Katherine Murdoch; Lauren Jasper; Laurie Anderson; Laurie Petersen; Mike Carson; Natalie Scott; Nicole Allen; TJ Aston; Travis Austin; Wade Doyle
Subject: Immunization Clinic

If you are planning to get a vaccination at the clinic, being held at Highland City offices on Tuesday, October 8th, please let me know. We are going to be contacting the Health Department to ensure that they have adequate supply of the requested vaccines.

The clinic will be held between 8:00am – Noon and you are welcome to drop by anytime. You will need to bring your insurance card with you. (You may want to bring your HSA card as well, if there is a charge for the vaccination that you are requesting) Many of the vaccinations are covered 100% by insurance, but you should contact the insurance provider to know exactly what will be covered.

I am going to submit a list of vaccinations to the County Health Department at the end of the week, so please contact by **noon on Friday, October 4th**.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Wade Doyle](#)
Subject: RE: Jacket
Date: Thursday, February 20, 2014 10:19:00 AM

thanks. I will swing over and see how things are going. Open to day?

From: Wade Doyle
Sent: Thursday, February 20, 2014 10:19 AM
To: David Bunker
Subject: Jacket

PS I have a large size jacket here for you in orange.

From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#); [Charl Louw](#)
Subject: RE: July Golf #'s
Date: Wednesday, July 31, 2013 4:43:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image006.png](#)

That is incredible news!! I really do appreciate the work you are doing. I know there are time you may feel discouraged or disenfranchised about the process of "governmental operations", but please know you are doing a fantastic job and the numbers show it!
Thanks again!!!!!!

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Greg Gordon
Sent: Wednesday, July 31, 2013 4:22 PM
To: David Bunker; Wade Doyle; Charl Louw
Subject: July Golf #'s

Gentleman,

Wade will once again exceed \$100,000 in revenue in July. We will end around \$102,500 probably after taking out events & recreation revenue. Keep celebrating the wins and KEEP FIRING ON ALL CYLINDERS Wade.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Wade Doyle](#)
Cc: [Charl Louw](#); [Chandler Goodwin](#); [Greg Gordon](#)
Subject: RE: June monthly #'s
Date: Monday, July 08, 2013 6:03:00 PM

Wade

Thank you for the update. I really want you to know how much I appreciate your hard work!! The numbers show how awesome you are doing and I don't take that for granted. You're a great part of our team and I just wanted you to know that.

David

From: Wade Doyle
Sent: Monday, July 08, 2013 4:41 PM
To: David Bunker
Cc: Charl Louw; Chandler Goodwin; Greg Gordon
Subject: June monthly #'s

Here are the totals for June 2013

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Leaving early
Date: Wednesday, June 05, 2013 11:19:23 AM
Attachments: [image001.png](#)

Yes that is fine.

David

Sent from my iPhone

On Jun 5, 2013, at 9:39 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Would it be okay if I left at 4:00pm today? We are going to look at a car for Parker in Murray.

Also, on Wednesday, June 19th, would it be okay to leave at 4:00pm to go to an eye appointment?

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: maintenance plan
Date: Tuesday, February 12, 2013 8:53:00 AM
Attachments: [image004.png](#)
[image006.png](#)
[image007.png](#)

Very nice. I really like having this SOP (standard operating procedure) outlined so anyone who works at the course is conversant in the management plan that our great superintendent has.

Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Greg Gordon
Sent: Tuesday, February 12, 2013 8:30 AM
To: David Bunker; Wade Doyle
Subject: FW: maintenance plan

FYI, I had Brian put together a maintenance plan for this summer and so I thought I'd share with you. We've got an awesome superintendent who knows his stuff!

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: Brian Cloud
Sent: Tuesday, February 12, 2013 8:26 AM
To: Greg Gordon
Subject: maintenance plan

Here you go sir.

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.2897 / Virus Database: 2639/6085 - Release Date: 02/06/13

From: [David Bunker](#)
To: [Charl Louw](#); [Gretchen Gordon](#)
Cc: [Dax Fossum](#); [Lauren Jasper](#)
Subject: RE: Monthly Management Report
Date: Friday, January 10, 2014 11:32:00 AM

Thank you Charl.
David

From: Charl Louw
Sent: Friday, January 10, 2014 11:13 AM
To: David Bunker; Gretchen Gordon
Cc: Dax Fossum; Lauren Jasper
Subject: Monthly Management Report

David and Gretchen,
I will send the monthly financial statements later today, so it will include as many financial transactions, as possible.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401
clouw@cedarhills.org

From: [David Bunker](#)
To: [Charl Louw](#); [Gretchen Gordon](#); [Jeffrey Maag](#); [Greg Gordon](#); [Chandler Goodwin](#); [Wade Doyle](#)
Cc: [Dax Fossum](#); [Lauren Jasper](#)
Subject: RE: Monthly Management Report
Date: Friday, January 10, 2014 2:58:00 PM

thanks
David

From: Charl Louw
Sent: Friday, January 10, 2014 2:58 PM
To: David Bunker; Gretchen Gordon; Jeffrey Maag; Greg Gordon; Chandler Goodwin; Wade Doyle
Cc: Dax Fossum; Lauren Jasper
Subject: RE: Monthly Management Report

Here is the December financial statements to be included with the monthly management report submitted previously.

Thank you,

Charl

From: David Bunker
Sent: Friday, January 10, 2014 11:32 AM
To: Charl Louw; Gretchen Gordon
Cc: Dax Fossum; Lauren Jasper
Subject: RE: Monthly Management Report

Thank you Charl.
David

From: Charl Louw
Sent: Friday, January 10, 2014 11:13 AM
To: David Bunker; Gretchen Gordon
Cc: Dax Fossum; Lauren Jasper
Subject: Monthly Management Report

David and Gretchen,
I will send the monthly financial statements later today, so it will include as many financial transactions, as possible.

Charl Louw, CPA
Finance Director
City of Cedar Hills
10246 N Canyon Road
Cedar Hills, UT 84062
(801) 785-9668 ext. 401

clouw@cedarhills.org

From: [David Bunker](#)
To: [Wade Doyle](#)
Subject: RE: monthly sales report
Date: Monday, March 04, 2013 3:56:00 PM

Darn, I don't know where else to get the info. Why won't fore reservations get us the detail. Also, somewhere on the server or Jims old computer, there should be some information. Who has Jims old laptop or computer?
David

From: Wade Doyle
Sent: Monday, March 04, 2013 3:40 PM
To: David Bunker
Subject: monthly sales report

Hey so the info you forwarded to me didn't have the info we needed.

From: [David Bunker](#)
To: [laurie.petersen](#); [Gretchen Gordon](#)
Subject: RE: National Family Week
Date: Monday, September 23, 2013 4:09:00 PM

Thanks Laurie! I pitched this to the Mayor and am working through some details with him. On the local business donations, he does not want us to approach any businesses that already contribute to the Family Festival. But we can do something else there if he has concern about that.

Thanks again.

David

From: laurie.petersen [mailto:]
Sent: Monday, September 23, 2013 4:07 PM
To: David Bunker; Gretchen Gordon
Subject: National Family Week

Hi David and Gretchen,

Attached is a start for our Cedar Hills' National Family week.
Please let me know what you would like to add and/or change.

See you tomorrow,
Laurie

From: [David Bunker](#)
To: [Jeffrey Maag](#); [Gretchen Gordon](#)
Cc: [Greg Gordon](#)
Subject: RE: Occupant loads
Date: Friday, October 11, 2013 8:47:00 AM

Thanks Jeff for calculating that and letting the staff know!

David

From: Jeffrey Maag
Sent: Friday, October 11, 2013 8:39 AM
To: Gretchen Gordon
Cc: Greg Gordon; David Bunker
Subject: Occupant loads

Gretchen,

The occupant loads for the Rec Center rooms are:

Event room total area is 4,019 sqft (net)	
Tables and chairs;	$4019 / 15 = 268$ occupants
Chairs only;	$4019 / 7 = 574$ occupants
Conference room area is 264 sqft (net)	$264 / 15 = 18$ occupants
Dance room area is 1,131 sqft (gross)	$1131 / 50 = 23$ occupants
Multi-purpose room is 1,726 sqft (net)	
Exercise equipment	$1,726 / 50 = 35$ occupants
Tables & Chairs	$1,726 / 15 = 115$ occupants
Chairs only	$1,726 / 7 = 157$ occupants

From: [David Bunker](#)
To: [Wade Doyle](#)
Subject: RE: Office Space
Date: Tuesday, April 16, 2013 1:27:00 PM
Attachments: [image001.png](#)

Yes, we are still moving forward. I spoke to Jeff today and we are still working on the fan in Colleens office. That is really going to be the critical point. Also, we need another computer for the work station there.

I will get some dates we expect to have this done and get it back to you. Is everything else going OK?

Thanks

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Wade Doyle
Sent: Tuesday, April 16, 2013 11:38 AM
To: David Bunker
Subject: Office Space

Any more ideas on making the changes for some office space for Greg and Me? I know you have been gone and very busy coming back so this is just a when you have time, if any, friendly reminder.

Thanks,

Wade

From: [David Bunker](#)
To: [Gretchen Gordon](#); [Dax Fossum](#)
Subject: RE: Parlant Message for Meet the Candidates
Date: Thursday, October 17, 2013 3:13:00 PM
Attachments: [image001.png](#)

I like it. Short and sweet!

David

From: Gretchen Gordon
Sent: Thursday, October 17, 2013 3:11 PM
To: Dax Fossum
Cc: David Bunker
Subject: Parlant Message for Meet the Candidates

This message is from the City of Cedar Hills. In preparation for the upcoming General Election, Tuesday, November 5th, the Cedar Ridge PTA will be sponsoring a "Meet the Candidates Night." This event will be held on Tuesday, October 22nd at 8:00pm at Cedar Ridge Elementary School. Candidates will field citizen and moderator questions with additional time for individual follow-up and discussion. Thank you for your participation.

Add your language about "If you would like to hear this message again..."

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Gretchen Gordon](#); [Dax Fossum](#)
Subject: RE: Parlant Message for Meet the Candidates
Date: Thursday, October 17, 2013 3:27:00 PM
Attachments: [image001.png](#)

I think this message does two things. Reminds people to vote on November 5th AND lets them know there is a meet the candidates night. I think both dates should be included. How about this?

This message is from the City of Cedar Hills. The Cedar Ridge PTA will be sponsoring a "Meet the Candidates Night." to be held on Tuesday, October 22nd at 8:00pm at Cedar Ridge Elementary School. As part of the evenings events, candidates will field citizen and moderator questions with additional time for individual follow-up and discussion. This is a great opportunity to meet candidates prior to the November 5th, 2013 General Election. Thank you for your participation. If you would like to hear this message again, please press ____

From: Gretchen Gordon
Sent: Thursday, October 17, 2013 3:18 PM
To: Dax Fossum
Cc: David Bunker
Subject: RE: Parlant Message for Meet the Candidates

We could just take out the date of the General Election altogether? Just have it say "In preparation for the upcoming General Election, the Cedar Ridge...."

From: Dax Fossum
Sent: Thursday, October 17, 2013 3:16 PM
To: Gretchen Gordon
Cc: David Bunker
Subject: RE: Parlant Message for Meet the Candidates

Do you think listing the multiple dates so close together will confuse people?

From: Gretchen Gordon
Sent: Thursday, October 17, 2013 3:11 PM
To: Dax Fossum
Cc: David Bunker
Subject: Parlant Message for Meet the Candidates

This message is from the City of Cedar Hills. In preparation for the upcoming General Election, Tuesday, November 5th, the Cedar Ridge PTA will be sponsoring a "Meet the Candidates Night." This event will be held on Tuesday, October 22nd at 8:00pm at Cedar Ridge Elementary School. Candidates will field citizen and moderator questions with additional time for individual follow-up and discussion. Thank you for your participation.

Add your language about "If you would like to hear this message again..."

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3408 / Virus Database: 3222/6756 - Release Date: 10/16/13

From: [David Bunker](#)
To: [Chandler Goodwin](#); [Jeffrey Maag](#); [Greg Gordon](#); [Charl Louw](#); [Gretchen Gordon](#)
Subject: RE: Performance evaluations/Personnel Action Notice
Date: Tuesday, July 23, 2013 5:15:00 PM

Thank you Chandler. Let me know if there are Personnel Action Forms that need signatures or if you are missing any. (they could be my dept.? 😊)

David

From: Chandler Goodwin
Sent: Tuesday, July 23, 2013 4:43 PM
To: David Bunker; Jeffrey Maag; Greg Gordon; Charl Louw; Gretchen Gordon
Subject: Performance evaluations/Personnel Action Notice

Exec Staff,

This is a friendly reminder to have the Personnel Action Notices signed and turned in to me by the 26th so that they can be effective for the next payroll.

Thanks,

Chandler Goodwin

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: PHONE MSG - MIKE WILSON, METRO
Date: Thursday, September 12, 2013 1:24:34 PM
Attachments: [image001.png](#)

I was expecting his call. Thanks
David

Sent from my iPhone

On Sep 12, 2013, at 1:21 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Mike Wilson, [REDACTED]
801-942-9685

RE: Appeal that has come to his attention; would like to talk to you about it

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Raise in fee comparison
Date: Friday, March 07, 2014 11:33:00 AM
Attachments: [image001.png](#)
[image004.png](#)

I must be blind! Or else I need to scoll down on my screen lol
David

From: Greg Gordon
Sent: Friday, March 07, 2014 11:30 AM
To: David Bunker; Wade Doyle
Subject: RE: Raise in fee comparison

Hobble Creek is also already on this spreadsheet.

Greg Gordon
Community Services Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: David Bunker
Sent: Friday, March 07, 2014 11:02 AM
To: Wade Doyle
Cc: Greg Gordon
Subject: RE: Raise in fee comparison

Thanks again for that. Even with the new rates, Cedar Hills is still the lowest or equal to the lowest.
But the best way to say that is Cedar Hills is the best Value dollar for dollar.
Do you happen to know what Hobble Creek rates are?

David

From: Wade Doyle
Sent: Friday, March 07, 2014 10:54 AM
To: David Bunker
Subject: RE: Raise in fee comparison

Here are the course comparisons

From: David Bunker
Sent: Friday, March 07, 2014 10:38 AM
To: Wade Doyle
Cc: Charl Louw; Greg Gordon
Subject: RE: Raise in fee comparison

Thanks Wade. That gives us a good idea of what the revenue increase might be based on the fee increases for our course. Every little bit helps as you know.

I did not see the comparison for our rates vs. the other courses we compete with. Specifically, Talons Cove, Fox Hollow, Sleepy Ridge, The Ranches, Hobble Creek, etc.

I would like to know where our proposed rates fit in with the fees that these other courses are charging for Weekday 9 hole and 18 hole and Weekend 9 hole and 18 hole. Price should be apples to apples so include the cart on all or exclude the cart on all.

Thanks for the information!

David

From: Wade Doyle
Sent: Friday, March 07, 2014 9:58 AM
To: David Bunker
Cc: Charl Louw; Greg Gordon
Subject: Raise in fee comparison

Here is the spreadsheet for the green fee revenue comparison.

From: [David Bunker](#)
To: [Wade Doyle](#); [Greg Gordon](#)
Subject: RE: Range netting
Date: Thursday, October 17, 2013 10:48:00 AM

Thank you. What is the final price? I think we have a few more areas to fix but not necessarily replace?

David

From: Wade Doyle
Sent: Thursday, October 17, 2013 10:42 AM
To: David Bunker; Greg Gordon
Subject: Range netting

Our work order has been placed and I am awaiting a call or email to confirm our repair dates. Just updating you both.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Recycling/Garbage Rate Comparison
Date: Thursday, April 04, 2013 5:53:00 PM
Attachments: [image001.png](#)

Interesting, thanks for pulling that together!

David

From: Gretchen Gordon
Sent: Thursday, April 04, 2013 2:47 PM
To: David Bunker
Subject: Recycling/Garbage Rate Comparison

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Dairrel Gardner](#); [Charl Louw](#); [Chandler Goodwin](#); [Gretchen Gordon](#)
Cc: [Tamie Sabey](#); [Brent Bennett](#)
Subject: RE: SelectHealth Renewal
Date: Tuesday, April 16, 2013 5:31:00 PM
Attachments: [image002.png](#)

Thank you Dairrel!

I think that is good news considering the increases I have heard of in other cities. Thank you for considering the other carrier options and we look forward to your information on May 2nd.

Thanks so much

DAVID H. BUNKER
CITY MANAGER/CITY ENGINEER
CITY OF CEDAR HILLS



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From: Dairrel Gardner [mailto:]
Sent: Tuesday, April 16, 2013 3:49 PM
To: Charl Louw; David Bunker; Chandler Goodwin; Gretchen Gordon
Cc: Tamie Sabey; Brent Bennett
Subject: SelectHealth Renewal

Hi Charl,

I hope your meetings are going well there in St. George and you are having better weather than we did last week. I just wanted to let you know that we finally received your SelectHealth renewal this morning and it came in at a 5.2% increase over last year.

With this information we will be able to look at all the carrier options including PEHP's and be prepared to present this information to you on May 2nd when we meet for you to compare and contrast. We will also look at the other lines of coverage, other than medical, for options on those lines for you to review.

Let me know if you have any questions.

DAIRREL GARDNER
Benefits Advisor



SPECTRAMANAGEMENT
Corporate & Personal Financial & Insurance Services

895 West Baxter Drive, South Jordan, Utah 84095



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Please consider the environment before printing this e-mail.

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Dax Fossum](#)
Subject: Re: Server Access
Date: Friday, January 25, 2013 11:35:52 AM
Attachments: [image001.png](#)

Lets discuss some issues first. But did Gary relate why he needs the server access? I will call you.
David

Sent from my iPhone

On Jan 25, 2013, at 10:43 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

David – Mayor Gygi just came into the office to ask if it was possible to get him access from his office (at the fire station) to the server. I thought I would run this by you to see what your thoughts were and allow you to give the OK to Dax to coordinate with Bret if this is something you want to do. From what Charl indicated, he wants to be able to have access specifically to some budgetary documents/financials.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Trent Augustus](#); [Gretchen Gordon](#); [Jeffrey Maag](#)
Subject: RE: Service Projects
Date: Thursday, March 28, 2013 10:31:00 AM

Yes, we typically have service groups work on our trails, cleaning them up and removing debris. I will get with Jeff and see if there are other areas that need attention also.

Thanks for thinking of us.

David

From: Trent Augustus [mailto:████████████████████]
Sent: Thursday, March 28, 2013 10:27 AM
To: David Bunker; Gretchen Gordon
Subject: Service Projects

David or Gretchen,

Every year Xactware celebrates founders weeks during the first week of May. Our HR dept has asked us if there are any major service projects we know of within our communities? Do you know if we have any service projects in Cedar Hills that we could tackle? Typically groups go out in 20 to 30 people for either a half or full day. Since we have quite a few employees that live in Cedar Hills, I thought I would check and see if there was anything we could do to help the city or even if you know of projects at the schools, etc.

Thanks,
Trent

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Signs for Dangerfield property
Date: Tuesday, September 10, 2013 6:30:00 PM
Attachments: [image001.png](#)

Thanks for catching that! I spoke to Jeff and they will call in a blue stake and order signs.

From: Gretchen Gordon
Sent: Tuesday, September 10, 2013 2:28 PM
To: David Bunker
Subject: Signs for Dangerfield property

David – I'm assuming from the Mayor's request today, that this is the property that abuts the retention basin behind Walmart? Is this something PW needs to order? Is it something that I should take care of? What is the sign supposed to say?

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [REDACTED]
To: [Gretchen Gordon](#)
Subject: RE: Staff Input Requested
Date: Monday, January 06, 2014 9:19:00 AM
Attachments: [image001.png](#)

ATMOSPHERE: Need to be more friendly and inviting. Greet customers quickly with a smile.

COST: Lower price point and sell more vs. High price and sell less.

FOOD: Add Salads, but not the out of the bag stuff. Must deliver food quicker, the wait is too long!

From: Gretchen Gordon

Sent: Monday, January 06, 2014 9:15 AM

To: Austin Parks; Becky Galloway; Brenda Shuman; Brian Cloud; Brian Haskell; Chad Scott; Chandler Goodwin; Charl Louw; Colleen Mulvey; David Bunker; Dax Fossum; Dee Howard; Greg Gordon; Jeffrey Maag; Jennifer Peay; Katherine Murdoch; Lauren Jasper; Laurie Anderson; Laurie Petersen; McKay Monson; Mike Carson; Natalie Scott; Nicole Allen; TJ Aston; Travis Austin; Wade Doyle

Subject: Staff Input Requested

In an effort to improve customer service and patronage at Sammy's Grill at the Cedar Hills Recreation Center, we would like to gather your HONEST feedback. Please email your comments, suggestions, concerns, etc. back to me. I will compile all of the feedback and David will submit it ANONONYMOUSLY to their management, so please feel free to express your feedback openly.

Additionally, please provide what discourages you from eating at Sammy's? What would encourage you to eat at Sammy's?

PLEASE PROVIDE FEEDBACK BEFORE FRIDAY, JANUARY 10TH.

Gretchen Gordon

Executive Assistant/Human Resources

801-785-9668 x102



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Staff Training
Date: Tuesday, April 08, 2014 9:48:25 AM
Attachments: [image001.png](#)

Yes. Let's cover policy + procedures after the shake out
David

Sent from my iPhone

On Apr 8, 2014, at 8:49 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Next Thursday, April 17th is the Great Shake Out at 10:15am. We had planned to do a staff training on that day. I'm going to try to have the Policies and Procedures done so you can review the changes. I am about done inserting the information and documents that we had planned on. Do you want to try to do that during the training and then just have lunch at the end?

Jeff had the OSHA Safety Plan compiled from our last inspection so I should just be able to insert that as an entire section.

What are your thoughts so I can get an email scheduler out since it's so early?

Gretchen Gordon, CMC
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: State Archives GRAMA training
Date: Thursday, April 11, 2013 3:26:16 PM
Attachments: [image001.png](#)

With Colleen here now I am thinking Brenda doesn't need to do it also. I know she is tapped out for time and duties.
I don't think she needs to continue the trainings.
David

Sent from my iPhone

On Apr 11, 2013, at 2:51 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

She was appointed May 8, 2012 to be a Deputy City Recorder.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: David Bunker
Sent: Wednesday, April 10, 2013 3:48 PM
To: Gretchen Gordon
Subject: Re: State Archives GRAMA training

I guess I wasn't clear. What is the reason Brenda needs the training? She is not a deputy recorder right?

David

Sent from my iPhone

On Apr 10, 2013, at 3:33 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Yes – I included her on the e-mail. I'll just pick a date and we can review the materials and take the test. There is a study guide that I printed and Colleen had a copy of the Study Exam, including answers!

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image001.png>

<image002.jpg>

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From: David Bunker
Sent: Wednesday, April 10, 2013 3:32 PM
To: Gretchen Gordon
Subject: Re: State Archives GRAMA training

Yes. Does Brenda have to do training on this?

David

Sent from my iPhone

On Apr 10, 2013, at 3:04 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

As Recorder Officers for the City, we are required to complete a GRAMA training each year. I would like to try to schedule some time for us to review the materials and take the on-line test. Colleen also already finished hers and has opportunities to complete hers in association with her City Recorder duties.

Unless we carve out some time, we won't make the time. Should we tackle this in May?

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<image004.png>

<image003.jpg>

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From: [David Bunker](#)
To: [Jenney Rees](#); [Gretchen Gordon](#)
Subject: RE: Story Time Write-Up
Date: Tuesday, February 26, 2013 2:27:00 PM
Attachments: [image001.png](#)

Let's do a full write up. Using Shantel's quote below is good. Also from the City a quote saying something like, "we are very pleased to have our community use the new City Recreation Center for Cedar Hills Story Time and other events like it. As residents participate in activities at the Center, they come to understand the immense value this facility will have for years to come."

Just my thoughts.

David

From: Jenney Rees
Sent: Tuesday, February 26, 2013 2:00 PM
To: Gretchen Gordon
Cc: David Bunker
Subject: RE: Story Time Write-Up

Sure thing! Do you want it to be a full press release like I do with others and send to media, or is this more of something that will go on the website?

Thanks,
Jenney

From: Gretchen Gordon
Sent: Tuesday, February 26, 2013 1:24 PM
To: Jenney Rees
Cc: David Bunker
Subject: FW: Story Time Write-Up

Jenney – David said that you might be willing to create a press release about store time. Kaity started to write something, but David wanted to "beef it up" a little. Let me know if you have some time to do this or if I can help out with anything.

THANKS

Cedar Hills Story Time

Story time introduces children to books, rhymes, and other fun activities. Marisa Wright, a former City Council Member, does a great job enthusiastically providing activities that promote learning while having fun! Cedar Hills resident, Shantel Brown, said, "It is a great opportunity for my daughter to meet other kids and do something out of the ordinary." It is held every Tuesday and Wednesday at 11am at the Cedar Hills Recreation Center, which is located at 10640 N Clubhouse Dr. Children of all ages are welcome. Invite your friends and come join the fun!

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Surplus
Date: Thursday, August 01, 2013 2:48:00 PM
Attachments: [image001.png](#)

Agreed.
David

From: Gretchen Gordon
Sent: Thursday, August 01, 2013 2:07 PM
To: David Bunker
Subject: Surplus

David – I verified with Public Surplus that we can set up an internal auction which can be done via the internet. Do you want me to set that up or would you prefer to do it another way? I'm just thinking that if we do it online that it will make it easier for people to make bids, etc. Aside from bringing everything up to this building, I don't think that we want people tracking in and of the other building to try to bid on items.

What are your thoughts?

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Laurie Petersen](#); [Chandler Goodwin](#); [Gretchen Gordon](#); [Jenney Rees](#); [Stephanie Martinez](#)
Cc: lpetersen@cedarhillsorg
Subject: RE: Text for the Passport - PLEASE REVIEW TODAY
Date: Monday, April 22, 2013 5:49:00 PM

Just a re-word or two ☺

-David

Nestled at the mouth of American Fork Canyon on a mountain bench, the peaceful community of Cedar Hills provides a beautiful view of the surrounding mountains, Utah Lake, and the Utah valley. A relaxing setting to raise families since its incorporation in 1977, the city is now home to over 10,000 residents. Cedar Hills is recognized by the Arbor Day Foundation as a Tree City USA community for its commitment to urban forestry, and abundant wildlife can be seen throughout the year. Most notably are the big horn sheep which frequent the eastern foothills on the City golf course.

The City enjoys several community and neighborhood parks which families use year round. The annual Family Festival city celebration utilizes Heritage Park as a link to the community.

In addition, the City offers an extensive pedestrian trail system, which connects its many parks and open spaces, including the Cedar Hills golf course to the Murdock Canal Trail. Recreation is the name of the game for this quaint community. Visit Cedar Hills for your next adventure.

From: Laurie Petersen
Sent: Monday, April 22, 2013 1:31 PM
To: David Bunker; Chandler Goodwin; Gretchen Gordon; Jenney Rees; Stephanie Martinez
Cc: lpetersen@cedarhillsorg
Subject: FW: Text for the Passport - PLEASE REVIEW TODAY

Hello Everyone,

This is the text for the passport that will included for the Murdock Canal Celebration. Would you please review the information for Cedar Hills and let me know today, if this is what you would like? They are sending the passports to be printed and need our approval today, Monday, April 22nd.

Kind Regards,
Laurie Petersen

From: Sydne Jacques [REDACTED]
Sent: Monday, April 22, 2013 1:19 PM
To: [REDACTED]; Charlene Lenkart; [REDACTED]; [REDACTED]; [REDACTED]; Jim Price; Keith Denos; [REDACTED]; Kyle Leishman; Laurie Petersen; [REDACTED]; Steve Cain; Todd Gunderman; Darryl Jacques; Debby Lauret; mhasen; Cheryl Wilde
Subject: Re: Text for the Passport - PLEASE REVIEW TODAY

Sorry, I hate it when I do that!

Here is the text for the passport.

On Mon, Apr 22, 2013 at 10:42 AM, Sydne Jacques <[REDACTED]> wrote:
Hello Wonderful Team,

Here is the text for the passport. Please review your portion and use track changes to make any changes and send it back to me.

If you review it and are fine with it, please also send me an email letting me know.

I am also sending the minutes from our meeting last week.

THANKS for all your help!

--

Sydne Jacques, PE

[REDACTED]



[REDACTED]

--

Sydne Jacques, PE

[REDACTED]



[REDACTED]

From: [David Bunker](#)
To: [Chandler Goodwin](#); [Gretchen Gordon](#)
Subject: RE: Time off request
Date: Tuesday, September 03, 2013 2:07:00 PM

Thanks Chandler!
David

From: Chandler Goodwin
Sent: Tuesday, September 03, 2013 2:00 PM
To: Gretchen Gordon; David Bunker
Subject: Time off request

Gretchen,

I spoke with David about scheduling some time off in Nov. I will be gone from Nov 21 to Nov 26. Could you please add this to the shared calendar?

Thanks,

Chandler

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Time Off
Date: Wednesday, March 05, 2014 7:57:50 PM
Attachments: [image001.png](#)

I am sure that would be fine. I am also sure I may forget so you might need to remind me. :)
David

Sent from my iPhone

On Mar 5, 2014, at 3:08 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

Would it be ok if I took a few hours off on Wednesday, March 12th? Probably leaving about 1:30? We have our BIG Relief Society dinner that night and I will be helping with food for 75 people!

Gretchen Gordon, CMC
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Time Off
Date: Friday, April 05, 2013 9:07:00 AM
Attachments: [image001.png](#)

Approved! Thanks for all you do. If there is anyone who deserves a break, you do.
David

From: Gretchen Gordon
Sent: Friday, April 05, 2013 8:09 AM
To: David Bunker
Subject: Time Off

David – I would like to request May 22nd through May 29th. I would be back to work on the May 30th.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Greg Gordon](#); [Wade Doyle](#)
Subject: RE: Titleist Invoice
Date: Monday, May 13, 2013 10:13:00 AM
Attachments: [image001.png](#)
[image002.png](#)

Thank for keeping up on all of this. I know it gets crazy trying to have the right product available. If we are selling it, then by all means lets order it in. But our Pro Shop budget is spent. We will need to reconcile the inventory and sales by June 15 so we know how the end of the fiscal year looks and so our books are right.

Greg and Wade, thanks for all of your good work.

David

From: Greg Gordon
Sent: Monday, May 13, 2013 10:05 AM
To: Wade Doyle
Cc: David Bunker
Subject: Titleist Invoice

Wade,

I received another invoice from Titleist for \$1,199.70 late last week. Please verify that this is accurate and that this has been received. Our inventory of these balls at this point has to be pretty high. Please get with them and make sure that in the future we keep our levels at a lower level, especially since we're already pretty much overspent in the Pro Shop and we knew that we had to watch it, however with this that is a huge hit. So please do not order anything until the new fiscal year starts without getting with me first, I don't want anything ordered unless it's absolutely necessary since our budget line is so tight, having said that I'm not saying we won't order it I'm just saying we need to be extremely careful with this line until the new fiscal year.

Also please get with RMT on the invoice for the batteries for \$1,200 and the other one you have for the cart #'s that they were "going to throw in for us" and let me know that these have been taken care of as I have not processed the invoices on our end.

I'm attaching a copy of both of these invoices for you to review. Thanks.

Greg Gordon
Recreation Director

City of Cedar Hills
ggordon@cedarhills.org
(801) 785-9668 ext. 601



From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Vacation Request - AGAIN
Date: Friday, March 07, 2014 11:04:00 AM
Attachments: [image001.png](#)

Pushin it! But OK
David

From: Gretchen Gordon
Sent: Friday, March 07, 2014 11:03 AM
To: David Bunker
Subject: RE: Vacation Request - AGAIN

Since you are in a generous mood – how about May 7, 8, and 9th. We are hoping to be in Las Vegas.

From: David Bunker
Sent: Friday, March 07, 2014 11:02 AM
To: Gretchen Gordon
Subject: RE: Vacation Request - AGAIN

Yes, that is great.

From: Gretchen Gordon
Sent: Friday, March 07, 2014 11:02 AM
To: David Bunker
Subject: Vacation Request - AGAIN

Would Greg and I be able to take off Thursday, May 1st for Kylee's graduation?

Gretchen Gordon, CMC
Executive Assistant/Human Resources
801-785-9668 x102



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No virus found in this message.

Checked by AVG - www.avg.com

Version: 2013.0.3462 / Virus Database: 3722/7164 - Release Date: 03/07/14

From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: RE: Vacation Request
Date: Monday, August 05, 2013 2:27:00 PM
Attachments: [image001.png](#)

Sounds great. Take a break and enjoy!!

David

From: Gretchen Gordon
Sent: Monday, August 05, 2013 2:19 PM
To: David Bunker
Subject: Vacation Request

David – If you are okay with me being gone a few extra days, I would like to request August 22nd and 23rd off. That will mean that I am gone August 15-16 (Thursday & Friday in Vegas), August 19-20 (medical/sick), in the office for Staff Training on August 21st and then gone on the 22nd and 23rd.

Let me know if you are OK with this. Just respond to this e-mail so that I have confirmation.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Subject: Re: Vacation Request
Date: Tuesday, October 08, 2013 8:15:06 AM
Attachments: [image001.png](#)

Yes that is fine.

David

Sent from my iPhone

On Oct 8, 2013, at 7:42 AM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

David – Would it be okay to take November 1st off? It's the day of my sister's 50th birthday party and I'm the hostess and in charge of all of the desserts! I may need some prep time at home that day. It's a day that Mike is gone, but Colleen and Laurie are scheduled to cover for him.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Greg Gordon](#)
Subject: RE: Vacation Request
Date: Monday, November 04, 2013 4:21:00 PM
Attachments: [image001.png](#)

So let it be written, so let it be done.

From: Gretchen Gordon
Sent: Monday, November 04, 2013 3:11 PM
To: David Bunker
Cc: Greg Gordon
Subject: Vacation Request

Could I request December 26, 27, and 30th off? We are going to go to San Francisco, so Greg would also need to request the same days.

(The only other staff members who have requested off, during the same time: Jeff 26th & 27th, Laurie P. 27th, and Colleen 30th.)

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102



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From: [David Bunker](#)
To: [Gretchen Gordon](#)
Cc: [Jenney Rees](#)
Subject: Re: Video Camera
Date: Friday, July 26, 2013 8:27:15 AM
Attachments: [image001.png](#)

Lets take some cool CH shots at the par and golf course and edit a little then see how it delivers on a computer. Maybe it will look good? We can check sound quality as well.

David

Sent from my iPhone

On Jul 25, 2013, at 3:39 PM, "Gretchen Gordon" <gordon@cedarhills.org> wrote:

David – The Public Works/Building Department does have a Sony Handycam DCR-SR68. Not sure if that will provide the quality that was discussed for possible videos, but thought I would pass that along.

Gretchen Gordon
Executive Assistant/Human Resources
801-785-9668 x102

<[image001.png](#)>

<[image002.jpg](#)>

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From: [David Bunker](#)
To: [Gretchen Gordon](#); [Charl Louw](#)
Subject: RE: Wellsteps
Date: Friday, February 22, 2013 12:44:00 PM
Attachments: [image001.png](#)

I spoke to the City Administrators for Highland and Alpine. Both said that they are not interested. Highland had a program that was not effective and penalized employees for not participating. Now they do their own program. Alpine said his employees are just not interested at all. My concern is that if our employees are not interested and we make them do a program, regardless if it costs them something or not, it will end on a sour note. That combined with the fact the insurance rates will not be reduced even with a wellness program, makes me lean towards not doing an official program. Maybe we do one in-house like Highland. Only those that want to participate will be included. Positive prizes like movie tickets, or other prizes will be given. (Highlands grand prize this year is \$2,000)
Lets discuss
David

From: Gretchen Gordon
Sent: Friday, February 22, 2013 10:49 AM
To: Charl Louw
Cc: David Bunker
Subject: RE: Wellsteps

Charl – I just texted David to see if he could talk to Highland & Alpine today. He is at a meeting right now for public safety stuff at Highland, so maybe he can snag somebody to talk to .

Gretchen

From: Charl Louw
Sent: Friday, February 22, 2013 10:39 AM
To: Whitney Richards
Cc: Gretchen Gordon; David Bunker
Subject: RE: Wellsteps

Whitney,
I'm not sure where things are at, but I would anticipate it would only be our city, unless I hear otherwise.
Charl

From: Whitney Richards [<mailto:> [REDACTED]]
Sent: Friday, February 22, 2013 9:09 AM
To: Charl Louw
Subject: Wellsteps

Hi Charl,

I hope things are going well for you! I hope this snow doesn't stick around long, or we definitely won't be golfing my March...

I wanted to quickly follow up with you about the program, and see where things are at. Any update on whether to move forward starting with your group only, or are we waiting to join forces with the other cities? Either way, we are looking forward to getting things started, and confident you will love our solutions!

Let me know if there is anything I can be doing for you in the meantime. Have a great day,

Whitney Richards

National Sales Manager



Effective Employee Wellness Solutions



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