

**CITY COUNCIL MEETING**  
Tuesday, May 5, 2020 6:00 p.m.  
Cedar Hills, Utah

**NOTICE OF ELECTRONIC PARTICIPATION**

This meeting was held electronically pursuant to Utah Code 52-4-20, and pursuant to Governor Herbert’s March 18, 2020 Executive Order. All participants took part in this meeting via Zoom video and audio conferencing.

Participants: Jenney Rees, Mayor, Presiding  
Councilmembers: Denise Andersen, Ben Ellsworth, Mike Geddes, Brian Miller,  
Kelly Smith  
Chandler Goodwin, City Manager  
Charl Louw, Finance Director  
Greg Gordon, Recreation Director  
Jeff Maag, Public Works Director  
Hyrum Bosserman, City Attorney  
Colleen Mulvey, City Recorder  
Others: Lt. Josh Christensen

1. Call to Order

Mayor Rees called the meeting to order at 6:00 p.m.

2. Approval of the Meeting’s Agenda

**MOTION: C. Andersen—To approve the agenda.** Seconded by C. Smith.

Yes	-	C. Andersen	
		C. Ellsworth	
		C. Geddes	
		C. Miller	
		C. Smith	Motion passes.

3. Public Comment: Time has been set aside for the public to express their ideas, concerns, and comments. Comments are limited to three minutes per person with a total of 30 minutes for this item.

There were no public comments.

**CITY REPORTS AND BUSINESS**

4. City Manager

Mr. Goodwin reported on the following:

The golf course and staff continue to stay extremely busy; staff has been diligent with the sanitation methods and social distancing. They have had a great month and have nearly doubled their projection from last year.

The Events department is working through some challenging times in terms of social distancing guidelines and only being allowed groups up to 20. They have been reaching out to their clients to offer them different plans/scenarios to entice them to still hold their events while maintaining those guidelines. They are working to reduce the price structure in an effort to bring in more business. Recreation and Events staff are working around 50 % of their time in the Golf department. All the recreation programs have been cancelled through June.

The city office building is scheduled to open to the public on May 11<sup>th</sup> by appointment only. Appointments will be scheduled through the front desk, by either calling or email.

#### 5. Mayor and Council

C. Andersen reported that she will have a blurb in the May newsletter about high school and college graduations which is inviting residents to organize their own neighborhood celebrations for graduates. To organize something like a drive by parade for their graduates.

Mayor Rees stated that we are planning on the same week for Family Festival; the only things that are being considered at this point are the fireworks show and classic car cruise before the fireworks. Both events will be on Saturday, June 6.

Mayor Rees said regarding the CARES tax funding for Utah, the state received an allotment of funding to reimburse for COVID-19 expenses. Salt Lake County and Utah County have received a direct allocation, Utah County's allocation was \$111 million dollars. She said state leaders have said that since these counties have received a direct allocation, that cities within these counties need to seek reimbursement from the county. She said the county leaders disagreed with that assessment and felt the money they received was strictly to be used for county purposes and that the state was still going to help cities within Utah and Salt Lake counties. Several of the mayors reached out to legislatures and found out that since the money is coming from the Treasury the state has no authority to tell the county what they can or cannot do with that money. They reached out again to the county commissioners expressing their concern. The commissions have come around a bit more and recognized the county does need to help cities and they are putting together a process where we can submit our COVID-19 expenses. Mayor Rees stated she will continue to follow up on this, she pointed out the money cannot be used for any revenue shortfalls but can be used for direct expenses incurred in order to deal with this crisis.

#### 6. Review/Action and Public Hearing on Adoption of the Tentative Fiscal Year 2021 Budget (July 1, 2020 to June 30, 2021)

##### PUBLIC HEARING

There were no public comments.

Mayor Rees explained that by state law we are required to pass a tentative budget in May, she pointed out that at this time we do not have a certified tax rate from the county and we have no idea how the COVID-19 crisis is going to impact our budget.

Charl Louw began with a fiscal year 2020-2021 forecast report provided by the Utah League of Cities and Towns which gave average projections based off of the 63 cities that were evaluated, and noted that a gradual return to positive growth may not occur until the second half of fiscal year 2020-2021. Mr. Louw stated that we are not as vulnerable as others based on being grocery based as opposed to auto and retail sales.

Mr. Louw reviewed the general fund tentative budgeted revenues, noting that sales taxes make up 35.2 percent. He then reviewed the general fund budget versus the 2018-2019 actual budget; sales tax projected 3.3% - 5.5%; a projected 2.0% decrease for sales tax, and an additional 12.0% decrease in fiscal year 2021; general fund revenues projected with 7.4% decrease, with 12.1% decrease in fiscal year 2021.

Mr. Louw next reviewed the general fund summary of budget changes which included information on property tax revenue, sales tax revenues, motor vehicle fees, building related revenues, passport revenues, garbage and recycling fees, public safety fees, community services programs, classes, parks, and miscellaneous revenues. Mr. Louw pointed out that we have not raised any fees this year despite our increased costs, stating that this is not a pattern that is sustainable but something that we can do for a year, at which time we will reevaluate it.

Mayor Rees said the garbage and recycling fees or normally a pass-through cost and asked if Waste Management is increasing their fees by 3.2% why are we keeping ours flat. Mr. Louw stated for this year we were trying to help the residents, he added that it is not a good long-term plan. The Mayor then asked if it is a wise decision knowing that we are anticipating a 12% decrease in our general fund. Mr. Louw replied we can reevaluate this, a lot will depend on how we are able to hold down costs in the next few months, and if we are able to build up our fund balance.

C. Ellsworth stated that we will have to have a plan to catch up on that. Mr. Louw plan is with the economy, if this is more of a long-term thing, we will have to raise some rates. He said that with fees we could wait until July when there is better information and implement changes then, he added that we can be more patient on the fees because there is more flexibility with fees. He stated that even if the economy only recovers by 75%, we will still be in good shape. He said if the Council wants to raise fees we certainly can.

Mr. Goodwin stated we are taking a modified approach to our budget from what we have done in the previous years, and related to these garbage and recycling fees, in the past we have made these pass along costs. He pointed out that staff recognizes with the impact of the Coronavirus on the economy we want to do as much as we can to keep residents bills as flat as we can this year. He said he feels we have set a up a strong enough budget that allows us to weather the storm in a way that we will be fiscally sound coming out of this.

Mr. Louw then reviewed general fund overall expenditures and transfers, golf and golf debt service funds, class C road fund, capital projects fund, water and sewer funds, and the motor pool fund.

He pointed out that these summaries are just a tentative start and we will continue to have budget discussion over the next months.

**MOTION: C. Andersen—To approve the tentative Fiscal Year 2020-2021 budget.** Seconded by C. Ellsworth.

Yes - C. Andersen  
C. Ellsworth  
C. Geddes  
C. Miller  
C. Smith Motion passes.

Mr. Goodwin commended Mr. Louw and the staff for putting together a budget during a very challenging time.

7. Review/Action on an Ordinance amending the City Code, Title 2, Chapter 3, related to the Youth City Council Advisory Committee

Mr. Goodwin explained these are recommended amendments to the Youth City Council Advisory Committee (YCC) code, making changes to be more in line with current and best practices that they should be following. The amendments include the way they apply, also making it so all applicants who meet the requirements are accepted to be a member of the YCC. The mayors will go from two mayors to one mayor, an ex-officio member (liaison) will be appointed from the City Council. They will be required to follow the open public meetings regulations, and on the fund-raising balance, all funds received shall be promptly deposited in the proper city accounts.

**MOTION: C. Ellsworth—To approve Ordinance No. 05-05-2020A, an ordinance amending Title 2, Chapter 3 of the Cedar Hills City Code pertaining to the Youth City Council Advisory Committee.** Seconded by C. Smith.

Yes - C. Andersen  
C. Ellsworth  
C. Geddes  
C. Miller  
C. Smith Motion passes.

8. Review/Action on a Resolution making Assignments to Members of the City Council, Staff and Residents to Certain Boards, Committees and Entities

Mr. Goodwin stated that in line with the changes just made to the YCC code, the Mayor is proposing that Councilmember Smith serve as the ex-officio member (liaison) to the YCC.

**MOTION: C. Andersen—To approve Resolution No. 05-05-2020A, a resolution assigning members of the City Council, Staff and Residents of the City of Cedar Hills, Utah to certain Boards, Committees and Entities.** Seconded by C. Miller.

Yes - C. Andersen  
C. Ellsworth  
C. Geddes

C. Miller  
C. Smith      Motion passes.

ADJOURNMENT

This meeting was adjourned 6:46 pm on a motion by C. Smith, seconded by C. Ellsworth, and unanimously approved.

Approved by Council:  
May 19, 2020

/s/ Colleen A. Mulvey, MMC  
City Recorder