

**CITY COUNCIL WORK SESSION**  
Tuesday, March 2, 2021      5:00 p.m.  
Cedar Hills, Utah

**NOTICE OF ELECTRONIC PARTICIPATION**

This meeting was held electronically pursuant to Utah Code 52-4-207(4), and Mayor Andersen's February 19, 2021 written determination that conducting an electronic meeting with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location.

Participants: Denise Andersen, Mayor, Presiding  
Councilmembers: Laura Ellison, Ben Ellsworth, Mike Geddes, Brian Miller,  
Kelly Smith  
Chandler Goodwin, City Manager  
Charl Louw, Finance Director  
Greg Gordon, Recreation Director  
Jeff Maag, Building Official  
Kevin Anderson, Public Works Director  
Gretchen Gordon, Deputy City Recorder  
Others: Lt. Josh Christensen

This work session of the City Council of the City of Cedar Hills, having been properly noticed, was called to order at 5:01 p.m. by Mayor Andersen.

1. Discussion on Current Fiscal Year 2020–2021 Budget

○ **Review of current trends and debt snapshot**

Mr. Louw discussed employment trends and stated that Utah's employment rate was back to pre-crisis levels. Some industries like restaurants and hospitality were still low but there had been other growth in other areas. Mr. Louw discussed the debt trends. In 2012, the City implemented the Bowen Collins Utility Rate Study to avoid going into further debt for large purchases. Some of the trends from the study were more conservative than they needed to be. However, with the money they were able to put aside they were able to pay off some debt early and help fund improvements without debt. Since 2011 they had reduced the debt by \$6.5 million.

○ **General Revenue Update**

Mr. Louw reported over the last eight months they had experienced a \$19,000 increase per month. Property, sales, and franchise taxes were their largest revenue sources. Property taxes had been flat. Franchise taxes had its best year over the last four years. He discussed other revenue sources and program revenues. Golf had a great year and would finish higher than they had ever done; however, the event center rentals had been hit hard by COVID. Recreation programs had been stable considering the circumstances of the previous year. He discussed building related revenues.

○ **Park Master Plan/Priorities**

Mr. Louw discussed the parks master plans and the priority for park funding. The park master plan was available on the City's website. He discussed the Heritage Park project. They had large

Box Elder trees that lasted for 60 years and tried to extend their life with pruning, but creek water was inconsistent. New trees wouldn't survive along the creek. There were places around the park where they could do improvements but there were few things that could grow with massive shallow roots competing against it and with no sunlight. The parking lot was far from all of the amenities and there was only one area with picnic tables. They had electrical safety issues with theater and concerts. The south bridge had been rebuilt but the north pedestrian bridge didn't have a ramp and wasn't all-accessible. The playground was very small, and woodchips were not ideal for children. The path needed to be repaved and there could be additional paths added to other features in the park to improve accessibility. Roofing on the pavilion had some damage, the volleyball sand court was gravelly and needed to be renovated or replaced with grass. The basketball court was missing a fence on the west side and the surface was not great.

Mayor Andersen asked if the playground equipment would be hearty because of issues they had experienced with other playground equipment around town. Mr. Louw replied he would look into the options. There was discussion about the potential improvements. C. Ellison suggested a field trip to better visualize the project. All agreed.

C. Smith asked about the process. Mr. Louw replied they would give a landscape architect their ideas and they would come back with recommendations. Mr. Goodwin discussed some of the priorities staff wanted discussed by Council for the upcoming budget.

## 2. Discussion on Fiscal Year 2021-2022 Budget

### ○ **Traffic Impact Fee Study**

Mr. Goodwin stated it had been a number of years since a traffic impact fee study had been done and in a growing city, one should be done every three to four years. He brought up the traffic study that had been done on Cedar Hills Drive which reported the intersection at 4700 would fail by 2040; therefore, this was something that they needed to address. Another project was exploring the municipal fiber network. He had drafted an RFP for it but felt it pigeon-holed the City into one type of network which was Utopia driven. He wanted the City to be able to explore options. He had a new RFP that allowed for the submission of any type of proposal related to municipal fiber. In order to move forward the City would need to hear from various stakeholders in the community. He asked the Council to consider creating a blue-ribbon committee to explore a municipal fiber network.

### ○ **Water Storage**

Mr. Goodwin stated secondary water meters was something that the State was going to make them do over time, but he wanted the City to apply for grants that would help them to install the meters. He commented on water storage and said the growth in the City was enough that their ability to maintain a fire flow was reaching a level that needed to be addressed. They may need an additional storage tank somewhere in the City.

### ○ **Golf Netting**

Mr. Goodwin reported they had been putting money aside for golf netting, but they did not know the how or where.

- **Road Projects**

Mr. Goodwin stated he had tasked public works with coming up with road projects for the next five fiscal years to provide an idea on where they were going with their road maintenance.

- **Pressure Sensors**

Mr. Goodwin said this project would install pressure sensors on all of their water main lines that would alert them to spikes or losses in pressure.

- **Heritage Park Refurbishment**

Mr. Goodwin said they were looking at the asset management schedule for the City to help with budgeting.

- **Fraud Risk Assessment**

Mr. Goodwin stated the State Auditor's Office was requiring the City to do this. Last year had been a good first year but he felt that they could learn from some of the mistakes they made along the way. He wanted to put together a schedule to guide them to be compliant with this.

- **Asset/Vehicle Replacement Schedule**

Mr. Goodwin stated the City had equipment under warranty that they got to use while it was brand new. It also allowed the City to sell while it still had value and it minimized the amount of money they had to spend on vehicles.

- **Golf Capital and Equipment Schedule**

The golf course was 15 years old and there was equipment on the course that needed to be repaired. There was a bridge on the 6<sup>th</sup> hole that needed to be replaced.

- **Vista Room Updates**

The Vista Room was the hardest hit of all the departments during COVID. There were events but still a general hesitancy among the public to schedule large events. Staff had wanted to update the look of the Vista Room Mr. Goodwin wanted a neutral design that would be more timeless.

Mayor Andersen requested a presentation from the staff about the Vista Room and asked if there was anything they could do, maybe with their refund policy, to encourage people to book larger events. Mr. Goodwin replied he thought that updating the venue would help because they were competing with private event centers who put a lot of money into their venues. Mayor Andersen said she liked the idea of dropping fees instead of adjusting their refund policy to get people into the venue. C. Geddes agreed that the venue needed to be renovated.

Mr. Gordon said there could be a Vista Room presentation ready for the next Council meeting. C. Geddes asked if they could meet in person to do a walkthrough. There was discussion about being able to meet in person.

- **Public Safety Building Refurbishment**

Mr. Goodwin proposed that the Council put some money into the public safety building and to update the audio/visual equipment so they could broadcast easier in the future. The building

needed new bathrooms, office furniture, carpet, and paint. None of these would happen until American Fork was occupying their new fire station which had not even begun construction.

- **Decisions 2021**

Mr. Goodwin stated every few years the City did a survey to get a pulse of the community. They had contracted with firms in the past because it helped make a statistically relevant survey but it cost between \$6,000 to \$10,000. They could use a service like SurveyMonkey, which would be cheap, but the results would not be statistically relevant because it was limited to people with an internet connection. However, since they were only using the results to benchmark their performance, he didn't think this was a bad option. He proposed another survey in 2021 which focused on a municipal fiber network.

- **Utility Rate Study**

There was discussion about the sewer system and utility rates. Due to growth, sewer rates were likely to go up in the future. Mr. Goodwin felt like a utility rate study would be a priority for the upcoming year.

- **Harvey Park Vending**

When they reopened Harvey Park, they had been approached by a number of vendors who wanted to take over the concession area and he wanted to put out an RFP for occupying that building. There wasn't a grease trap so they couldn't prepare food, but there was a sink, and they could sell prepackaged food and ice cream.

- **Land Use/General Plan**

Mr. Goodwin stated he had a draft for the land use element of the General Plan ready to go before the Planning Commission. He discussed the contents of the draft. Mr. Goodwin did not think any of these projects were mutually exclusive and asked for feedback so they could prioritize before budget discussions. Mayor Andersen commented that the Harvey Park vending decision would need to be made sooner than later so they could get into the building that summer.

This meeting was adjourned at 6:53 p.m. on a motion by C. Ellsworth, seconded by C. Geddes, and unanimously approved.

Approved by Council:  
April 13, 2021

/s/ Colleen A. Mulvey, MMC  
City Recorder