

**CITY COUNCIL MEETING**  
August 24, 2021 7:00 p.m.  
Community Recreation Center  
10640 N Clubhouse Drive, Cedar Hills, Utah

Present: Denise Andersen, Mayor, Presiding  
Councilmembers: Ben Ellsworth, Mike Geddes, Brian Miller, Kelly Smith  
Chandler Goodwin, City Manager  
Charl Louw, Finance Director  
Jeff Maag, Building Official  
Kevin Anderson, Public Works Director  
Greg Gordon, Recreation Director  
Hyrum Bosserman, City Attorney  
Colleen Mulvey, City Recorder  
Others: Lt. Cameron Paul

1. Call to Order

This meeting of the City Council of the City of Cedar Hills, having been properly noticed, was called to order at 7:07 p.m. by Mayor Andersen. The Pledge of Allegiance was led by Mayor Andersen and the invocation was given by C. Miller.

2. Approval of Meeting's Agenda.

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

|     |   |              |                |
|-----|---|--------------|----------------|
| Yes | - | C. Ellison   |                |
|     |   | 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.

No comments.

**CONSENT AGENDA**

4. Approval of the minutes from the June 29, 2021 & July 20, 2021, Work Sessions and City Council meetings

**MOTION: C. Ellison—To approve the consent agenda.** Seconded by C. Miller.

|     |   |              |  |
|-----|---|--------------|--|
| Yes | - | C. Ellison   |  |
|     |   | C. Ellsworth |  |
|     |   | C. Geddes    |  |

C. Miller  
C. Smith

Motion passes.

## **CITY REPORTS AND BUSINESS**

### 5. City Manager

Mr. Goodwin spoke on the recreation department and the current staffing status. He noted they hired a new recreation director, Natalie Proctor, and would be adding more golf events. Mr. Goodwin noted that, as school is back in session, they need to be mindful of school crossings, slow down, and not allow children to cross without a crossing guard present. He also asked people not to park in the roundabout. Lastly, he noted that events are picking up with Creekside Theatre, and there would be more shows coming in the next few months.

### 6. Mayor and Council

C. Ellison spoke about the first Youth City Council (YCC) meeting which went well. She noted they were on cue for Santa night on December 6th. Mayor Andersen noted that, in the last MAG meeting, there was a report on a fourth quarter sales tax which covers the BRT. C. Kelly Smith noted that YCC had a good group of twenty-five, thanked, and congratulated the City Council Candidates. C. Miller indicated there will be a Town Hall meeting with Congressman John Curtis on Monday the 30th at 6:00 PM

## **SCHEDULED ITEMS & PUBLIC HEARINGS**

### 7. Review/Action on the Canvass of the Election Returns for the 2021 Municipal Primary Election

Ms. Mulvey said the City Council acted as the Board of Canvassers to verify and certify the results of the 2021 Municipal Primary Election. She distributed copies of the statement of votes cast which was prepared by the Utah County Clerk's office to the Mayor and members of the Council and asked the elected officials to verify the results as they were read into the record.

| <b>CITY COUNCIL<br/>(Four Year Term)</b> | <b>CH01</b> | <b>CH02</b> | <b>CH03</b> | <b>CH04</b> | <b>CH05</b> | <b>Total</b> |
|--|-------------|-------------|-------------|-------------|-------------|--------------|
| <b>LAURA ELLISON</b>                     | 158         | 220         | 237         | 217         | 212         | 1,044        |
| <b>TYLER BROCIOSUS</b>                   | 44          | 45          | 45          | 72          | 38          | 244          |
| <b>BOB MORGAN</b>                        | 45          | 56          | 44          | 108         | 40          | 293          |
| <b>ALEXANDRA<br/>MCEWEN</b>              | 85          | 155         | 200         | 104         | 127         | 671          |
| <b>BRITNEY LINDSEY</b>                   | 43          | 79          | 38          | 143         | 60          | 363          |

Ms. Mulvey explained the next step was to have the Council make a motion recognizing the above stated election results.

**MOTION: C. Miller—To accept and certify the results of the 2021 Municipal Primary Election and canvass, and declare City Council candidates Laura Ellison, Alexandra McEwen, Britney Lindsey, and Bob Morgan to be nominated to the Municipal General Election on November 2, 2021.** Seconded by C. Geddes.

*C. Ellison recused herself from the vote.*

Yes

C. Ellsworth

C. Geddes

C. Miller

C. Smith

Motion passes.

8. Review/Action on amendments to the Kitchen Concession Lease Agreement with SUR, LLC, specifically the catering clause and the sale of alcohol in the grill space at the Community Recreation Center

Mr. Goodwin stated SUR owner Laura Blanco asked for charges and is at a point where they wish to continue their previous agreement. He noted the two main changes include a 10 percent catering charge for Vista Room and the ability to apply for a state alcohol license to sell beer. He pointed out this would be an approach with a “real exception” given the fact beer is being consumed on the course. He said much of this would be related to staff training on serving alcohol. Mr. Goodwin gave his recommendation as having alcohol serving relegated to the grill area, patio, and golf course. He stressed they would not allow alcohol events in the Vista Room and plan to respect this by having beer sales end no later than 5:00 PM.

C. Ellsworth felt they could coordinate timing with golfers and offer flexibility with the closing time. Both C. Geddes and C. Miller felt that 6:00 PM might be a better time. Mayor Andersen asked how they could regulate golfers bringing their own beer. Mr. Goodwin acknowledged this would be a difficult hurdle. Mr. Gordon noted this would be a sales tax benefit for the City. He went on to expand on how they need to educate the public on these rules, be consistent, and improve policy as they learn more.

C. Geddes said he trusted they would work it out, and did not want to make this a big deal right now. Ms. Blanco said, in her experience, incidents on the golf course with alcohol were very rare. C. Smith felt supporting Ms. Blanco on this made the most sense. The body acknowledged that they have time to figure this issue out as Ms. Blanco cannot apply until January. Mr. Goodwin suggested creating a conditional period for sale and premises where alcohol can and cannot be consumed.

**MOTION: C. Geddes—To approve the amendments to the SUR Café Kitchen Concession Lease Agreement, subject to the following: alcohol sales after 6 p.m. must be delivered on the golf course, the premises for consumption of alcohol include the grill area, patio area, and the golf course and excludes the pro shop, parking lot, the Vista Room, the basement area, the hallways, offices, and restrooms.** Seconded by C. Ellsworth.

Yes

C. Ellison

C. Ellsworth

C. Geddes

C. Miller

C. Smith

Motion passes.

9. Review/Action on an Ordinance amending City Code Title 4 Chapter 2, 4A, 4B & 4C related to the Administrative Code Enforcement Program

Mr. Goodwin said this program is meant to verify and help staff while addressing outstanding general code violations. He stated in the past, they would place fines on the utility bill. He proposed setting up a program where a code enforcement officer has the ability to get resolution. He stressed they could go through the process step by step and have a clear outline of the appeal process.

Responding to concerns from C. Geddes, Mr. Goodwin noted that their goal is to bring the property into compliance through enforcement and collection of penalties, fines, and fees. C. Geddes asked if it's the renters violating policy to which Mr. Goodwin noted that the owner is always liable. He stated they will send notices to both the owner and the renter. He also clarified that parking violations tend to be more normal from the renter than utility violations. He also stressed that the only time they would not issue citations is during emergencies. Lastly, Mr. Goodwin clarified there could be changes as they work through the application of this new policy, and some of these changes could be language related as outlined in 4-4C.

**MOTION: C. Ellsworth—To approve Ordinance No. 08-24-2021A, an ordinance adopting the Administrative Code Enforcement in Title 4 Chapters 2, 4A, 4B and 4C, subject to adding language for City issued violations in addition to abatement.** Seconded by C. Miller.

Yes - C. Ellison  
C. Ellsworth  
C. Geddes  
C. Miller  
C. Smith

Motion passes.

10. Review/Action on an Ordinance amending City Code Title 5 Chapter 2 related to Parking Regulations

Mr. Goodwin started by stating they originally proposed 12 hours before ticketing. He stated the changes being proposed relate to better defining location, having more clear signage and width restrictions, and being overall more specific. C. Smith asked about room to be more specific to which Mr. Goodwin said the proposal is inclusive of any City street to help with specific applications. C. Ellison asked if this could present problems to which Mr. Goodwin clarified that these parameters exist partially to address boats being hitched and RVs which the City does not want in its streets. Mr. Goodwin stressed this boiled down to lines of vision which could yield safety issues. He felt code enforcement would be critical for the community. Lastly, he clarified that this would not apply to private streets protected by HOA rules.

**MOTION: C. Smith—To approve Ordinance No. 08-24-2021B, an ordinance amending parking regulation for recreational vehicles and trailers in Title 5 Chapter 2 of the Cedar Hills City Code.** Seconded by C. Ellison.

Yes - C. Ellison  
C. Ellsworth  
C. Geddes  
C. Miller

C. Smith

Motion passes.

11. Review/Action on Amendments to the Personnel Policies and Procedures Manual

Mr. Goodwin stated they have been tasked with carrying out the personnel policies and procedures for staff, and they need Council approval. He said they created a committee from existing staff that goes through these policies and reviews to make necessary changes. He stated one of these changes includes dress code requirements asking staff to wear clothing that identifies them as City employees, ability to use certain amenities that are subject to reimbursement like the vehicle use of pool car, leave of absence, holiday leave, and changes to overtime rules to ensure employees are appropriately compensated for working. He added that teleworking in 2020 has drastically changed perspectives on working and working from home. Moreover, Mr. Goodwin noted they would offer a clothing allowance which might be taxed depending on if they strongly require the uniform or if the clothing they eventually receive can be classified as a gift.

C. Geddes asked what the general policy will be for staff paid time off and how they will use this policy to be more competitive in today’s market. Mr. Goodwin said they are in line with other entities in that it will be a system one can accrue with each year they work with no cap on sick leave and a ten year cap on paid time off. He stressed this is in line with other administrations.

**MOTION: C. Smith—To approve the proposed changes to the City of Cedar Hills Policies and Procedures Manual.** Seconded by C. Ellsworth.

Yes - C. Ellison  
C. Ellsworth  
C. Geddes  
C. Miller  
C. Smith

Motion passes.

12. Discussion on Shooting and Target Practice on Untied States Forest Service Land

Mr. Goodwin noted they have been asked to participate with other cities in regulating shooting land, bringing awareness to potential safety issues, and creating areas designated for target practice. He pointed out there has been a letter constructed asking for help with this health and safety issue and how to best protect residents. Mayor Andersen noted times she had heard gunshots and wanted to know if they had a system to ensure residents are okay. The Council agreed this would be a good idea.

ADJOURNMENT

This meeting was adjourned 8:13 p.m. on a motion by C. Ellison, seconded by C. Geddes, and unanimously approved.

Approved by Council:

October 19, 2021

/s/ Colleen A. Mulvey, MMC  
City Recorder