

**CITY OF CEDAR HILLS
CITY COUNCIL WORK SESSION
Tuesday, February 15, 2022 – 6:00 p.m.
Community Recreation Center
10640 N. Clubhouse Drive, Cedar Hills, Utah**

Present: Mayor Denise Andersen, Presiding
Council Member Laura Ellison (arrived at 6:25 p.m.)
Council Member Mike Geddes
Council Member Alexandra McEwen
Council Member Brian Miller
Council Member Kelly Smith

Staff: Chandler Goodwin, City Manager
Kevin Anderson, Public Works Director
Charl Louw, Finance Director
Jeff Maag, Building Official
Colleen Mulvey, City Recorder

Others: Lieutenant Josh Christensen

The Work Session of the City Council of the City of Cedar Hills, having been properly noticed, was called to order at 6:01 p.m. by Mayor Andersen.

- **Station Appreciation – Officer Recognition Presentation.**

Platoon Captain, Jordan Hendrickson, was recognized. Due to his humble nature, Captain Hendrickson’s achievements often go unnoticed but are critical to the operation of the department. He is the department Wildland Billing and Emergency Medical Services (“EMS”) and Fire Training Officer. He maintains the Fire and Medical Certifications of department members and makes sure that they are certified/recertified with the Utah Fire and Rescue Academy, State Bureau of EMS, and National Registry of EMS. He also schedules training and tests for all members of the department. Beyond this, he is one of the most seasoned and skilled Captains and Paramedics in the department. His excellent leadership and unique outlook toward challenges are vital to crew and department success. He is excellent in training people and preparing them to face the challenges that the fire service presents. He is a passionate provider of service. Captain Hendrickson has a fun personality and people gravitate to him. He was voted by his peers as this year’s American Fork Fire and Rescue Fire Officer of the Year. He is a true asset to the department and very deserving of this award.

The nomination for the Cedar Hills Station Appreciation program has two officers this time. The first is Detective Shawn Lott who is an American Fork Police Officer currently assigned to the Utah County Major Crimes Task Force. The second is Detective Lott's partner, Detective Beau Bufton, who is a Utah County Sheriff’s Deputy currently assigned to the Utah County Major Crimes Task Force. As members of the task force, they focus heavily on high-level drug interdiction and investigation efforts, as well as many other duties.

In 2021, Detectives Lott and Bufton were responsible for the dismantlement of several drug cartel and trafficking operations that included the following seizures:

- Nine pounds of heroin;
- 24 pounds of methamphetamine;
- 40,090 fentanyl pills;
- One gram of fentanyl powder;
- 2.5 pounds of cocaine;
- 151 pounds of marijuana;
- 71 THC cartridges;
- 127 grams of DAB;
- Nine firearms;
- 41 grams of mushrooms;
- 14 dosage units of acid; and
- 14 marijuana plants.

It was reported that drugs are often sold in 1/10th of one-gram increments, which illustrates just how much this is. The estimated combined street value is nearly \$3 million. If the drugs had made it to the streets, it likely would have resulted in multiple overdose deaths and countless other crimes. Investigations are often rigorous, tedious, and require copious amounts of time to cripple an organization effectively. This takes time away from the investigators' families. The countless hours placed into these two investigations have not gone unnoticed. The relationship and work ethic of these two detectives was a primary factor in their success. Detectives Lott and Bufton are tremendous investigators and deserve to be recognized.

- **The fiscal Year 2023 City Council/Executive Staff Budget Workshop.**

Mayor Andersen reminded those in attendance that there would be no public comments taken at this meeting.

Finance Director, Charl Louw, highlighted financial trends. He reported that inflation in the U.S. climbed 7.5% over the past year and retail sales were down in December. This was possibly due to supply chain issues, which caused consumers to purchase in November, and inflation that made it difficult for some consumers. Mr. Louw stated that Utah generally performs better than the rest of the country. The labor market is strong and home values have increased dramatically nationwide with 19.3% growth. Utah has had 29.5% growth. The unemployment rate in Utah remains low at 1.9% compared to the national average of 3.9%. Cedar Hills is number 15 in the State for the highest income of 296 cities. Many cities in Utah County are in the top 30.

Mr. Louw reviewed the General Revenues with a year-to-year comparison chart and described explained each category. Most categories were up from 2020, and some have not recovered from the pandemic. General revenue trends could flatten out as interest rates rise. The City budgets sales tax revenues on a three-year average, which has helped absorb the losses from 2020. Building activity peaked with the recent 80-home subdivision but is expected to be minimal going forward. Charges for services need to be reviewed annually and adjusted as necessary for contracted

expenditure growth. Solid Waste costs due to Waste Management's inflationary contractual adjustments are projecting a possible 10% increase.

In response to a question raised by Council Member Geddes regarding the length of the Waste Management contracts, City Manager, Chandler Goodwin stated that there was an extension of two to three years. He stated that City Attorney, Craig Hall, is an expert in the waste industry and could answer additional questions.

The growth of recreational programs is limited by changing demographics and available facilities and has remained flat despite additional programs. Event Center rentals have rebounded since the pandemic and are close to 2015 levels that peaked at \$275,000 and gradually declined to \$230,000 in 2019. Mr. Goodwin reported that inflation is factored into many line items as small adjustments to keep the same level of service while taking inflation into account. Wages and benefits are budgeted for permanent employees with a placeholder for three potential factors consisting of merit, Cost-of-Living Adjustment ("COLA"), and market-related demand. Health Insurance estimates are based on worst-case scenarios. In the past, it has increased 8%.

Mr. Goodwin reported that Public Safety is approximately \$25,000 higher than contracted increases. It was noted that the new fire station was already incorporated into previous budgets. Building Department staffing was likely to change during the fiscal year to include more contractual services and fewer staff due to turnover. Because of the fiber installations, Public Works will need to conduct more inspections than normal in the summer. As a result, they have allocated two permanent part-time year-round staff and one summer seasonal staff person to help fill in for other Public Works staff involved in upcoming projects. Seasonal Parks staffing added eight summer positions rather than six to help with additional maintenance and projects. Additional funding for community services was discussed. It was noted that part-time host and referee positions are becoming more difficult to fill.

Golf Green Fee revenues of \$868,000 was based on the three-year average. The low was \$776,000 and the projected high was \$915,000. A golf operational subsidy decrease of \$65,000 to \$35,000 was proposed and has decreased each year. Golf wages and benefits were expected to be adjusted like other City staff and additional seasonal staff to help run the short course. Line items such as fertilizer increased due to higher prices. Projected capital projects included safety improvements for the wood bridge decking and a new railing at a cost of \$90,000 and two mowers at a cost of \$80,000.

Class C Road funding increased to cover the cost of speed signs and potential maintenance projects during the summer of 2023. The Park Renewal Project at Heritage Park included restrooms, landscaping improvements, benches, tables, and completion of the playground. It was confirmed that little will be done at Heritage Park until the milling is complete in about two years.

It was reported that the price of tables and receptacles has nearly doubled since Harvey Park was built. As a result, the City is working to obtain bids for those items. They are also working to provide drought-resistant landscaping. The Harvey Well Deepening Project, new meters, and the American Fork Debris Basin Improvements were identified as budget priorities. The debris basin will be a \$500,000 project with one-third of the cost being the City's responsibility.

Mr. Goodwin invited comments from the Council and stated that Staff has met and identified concerns for this fiscal year and the coming fiscal year. He presented the Staff recommendations for a preliminary budget. They tried to balance infrastructure needs, community needs, comments, and requests from community members and included those items into the budget. Over the next 18 months, the Administrative Department will be working on an Impact Study and update the Culinary Water and Transportation Impact Fees. The two parts of the Impact Study include the Impact Fee Facilities Plan and the Impact Fee Analysis. The Facilities Plan studies the needs of the City in terms of engineering and determines what is needed to build and continue to develop services. It also addresses the impact of growth. The analysis shows what the fee assessed to new growth should be for a new project. The Impact Study was expected to be completed in the next six to eight months.

Mr. Goodwin reported that the Cedar Hills Drive redesign was tied into the Impact Fee for traffic; however, Staff addressed the need for added stacking on the queuing lane. The main Impact Fee Project is to add a roundabout to alleviate congestion at that intersection. One of the challenging aspects of the growth in the City is that it is external. While there may be five to six new homes per year in Cedar Hills, across the street, there will be hundreds of Building Permits issued. Those residents will be shopping at Walmart and using the City's park, but Cedar Hills does not receive Impact Fees from them because they are in another municipality.

Mr. Goodwin addressed the Request for Proposals ("RFP") for fiber service. The City has chosen to go with UTOPIA who will be designing the project. Project financing issues were underway.

The State of the City communication flyer and Decisions 2021 were implemented to generate input from the public on their wants and needs.

Leadership training was a focus of Staff, the training will help employees recognize ways to work together and create a better environment.

The Finance Department's priorities included:

- Refurbishment of Doral Park, which is mostly complete;
- The Heritage Park redesign, which will be the focus over the next 18 months; and
- The continuation of Harvey Park.

Recently, the City installed noise walls at the pickleball courts in response to complaints from neighbors. The walls were placed right before the courts were closed for the winter, so there has not been much feedback on how they are working.

Community Services included the driving range and short course and the Vista Room. The short course was undetermined, but more information would be forthcoming. The Vista Room update had been very well received. The City has a busy spring coming up and has done a good job rebounding from the pandemic.

Mr. Goodwin reported that the Public Works/Building and Zoning is working on a Secondary Water Meter Grant. The application was submitted on November 1 and the City is awaiting the results. The timing of the grant request was good for the City as there has been a lot of discussion regarding water Statewide due to drought conditions. The City uses too much water, and all cities will be required to have a secondary water system. Mr. Goodwin reported on the need to ensure that both the Harvey and Cottonwood Well are working efficiently and do not dry up.

Mr. Goodwin stated that road projects are proposed but will be on hold until next year when UTOPIA finishes digging up the roads for fiber installation. Pressure sensors need to be installed to ensure that the water pressure is consistent throughout the City and especially in neighborhoods that have water pressure issues.

A priority for fiscal year 2023 is to retain highly effective employees through inflation, housing affordability, and cultural challenges. Keeping the cost of City services for residents reasonable was another priority as well as budgeting with economic challenges in mind.

Communication was an ongoing challenge. The City was working to find ways to reach residents using modes that are already in place and looking at new ways as they become available. Mr. Goodwin reported that there is a meeting every Tuesday morning with Executive Staff and the Mayor. From that meeting comes information that can be disseminated to the public, depending on the urgency and relevancy of the issue. The weekly update goes out on Monday mornings. It is vital to include meaningful and important information on the front page of the monthly newsletter so that residents are informed of happenings in the City. The website is also a vital mode of communication and is critical to keep updated.

Council Member Ellison asked about the chat room and why it is not run by the City. The Mayor stated that it has to do with monitoring and record keeping. If the City updates its official sources, citizens will know that they can get their information there. The newsletter, website, and weekly emails all rank high in how residents like to receive information. Facebook is polarized and Twitter is not a good place to receive information. Automated phone calls and text messages are also not desired by the community.

Mr. Goodwin reviewed the budget timeline and stated that a preliminary budget is due by May and the final budget in June.

Priorities for fiscal year 2023 included refurbishment of the Harvey Well. The City has been working with a Water Engineering firm to deepen the well. A pilot hole will first be dug to ensure that there is water available to the depth they are anticipating. The cost was estimated to be \$200,000. The work will take about 18 months to complete and commence in the fall. At some point, the State will require the water to be chlorinated. The Cottonwood Well is already plumbed for a chlorination station, but the Harvey Well is not. As a result, as part of the refurbishment, the station must be installed.

Mayor Andersen asked if the well would remain off throughout the refurbishment. Mr. Goodwin stated that the well is not needed in the winter months and was the reason work was to commence on the project in September.

Council Member Geddes asked if the casing is removed during the deepening project. Discussion ensued regarding how deep the well will need to be and the process, other options, and the cost of deepening the well. Mr. Goodwin stated that the project will cost approximately \$1 million, and funds have been set aside for it. It was noted that the current drought has impacted the water table. There was discussion regarding when the water will be turned on. Last year, it was not turned on until May 1, which will likely be the case again this year. The funding will come from the American Rescue Plan Act (“ARPA”).

Speeding problems were discussed and are common on Redwood Drive, Morgan Boulevard, Cedar Hills Drive, and Harvey Boulevard. The speed limit on these roads is 25 MPH. Two speed signs have been ordered and will be placed on Redwood Drive with one in each direction. Staff will determine where the signs should be placed based on input from residents. The signs are solar-powered and have data collection capabilities. All collector roads have issues with speeding and the hope was that this will help mitigate the issue. The budget for the signs is \$20,000 with \$5,000 paid this year and \$15,000 next year. The funding source was Class C Road Funds.

UTOPIA was to begin installation of the fiber cables and by next month, they will be seen throughout the City. Mr. Goodwin stated that they do a very good job of notifying residents and doing reclamation after the work is done. Inspections will be conducted when they cross a City road but not all individual residences will be inspected. The funding source is primarily from subscriber fees.

In response to a question raised by Council Member McEwen, Mr. Goodwin stated that the benchmark is approximately 38%. It was suggested that fiber installation be part of the communication the City has with residents so that they know when they can subscribe and how. The service will be available in phases so UTOPIA can begin collecting the subscriber fees as soon as possible and servicing customers.

Mr. Goodwin described the situation with the secondary water meters and stated that the Mueller Contract that was approved a few months ago will initiate the software installation. 150 meters will be used for David Weekly Homes. It was noted that the lots are small and will not use much water. The City needs more meters for the larger lots and is waiting for the grant application to go through. The funding source is the Water and Sewer Fund and the Water Smart Grant. Updates will be shared as they become available. It was noted that the City applied for 35% of the total cost of the meters.

With respect to Heritage Park, it was mentioned that residents are requesting shade structures in the parks. There was concern about having too many benches in Heritage Park and not enough funds for the requested shade structures. Shades will be installed to cover the slides at Heritage Park and more shade structures at Harvey Park.

The short course was named the Turkey Trap. The City was working on a small building to check people in during peak times and rent golf sets, fencing, purchase mowers, and other equipment, and provide staffing. There was talk of acquiring a self-propelled mower, but more research was needed before a decision can be made. The funding source was the Capital Projects and Golf Funds.

Waterwise Landscaping Projects are a priority, and the City is being proactive and leading by example. They are identifying ‘non-functional turf’ that is defined as turf that is only walked on when it is mowed. One potential location was identified as the median on 4600 West and various roundabouts. The goal was to create xeriscaping that is more than just a desert landscape and does not require much maintenance. It was noted that each consecutive year residents have found ways to save water. The City will prepare messages to send to the residents on ways they can save.

The Fire Department will be constructing its new building. Once complete, the existing Public Safety Building will be vacated. Mr. Goodwin suggested that it be converted to add a permanent Council Chambers, and office space. The potential costs were unknown and difficult to estimate in the current economy. The funding source was the Capital Projects Fund.

Additional water projects included secondary water meters Citywide. It was reported that the City has applied for the grant and will be moving forward with it before it becomes a mandate from the State. Mr. Goodwin stated that the grant will pay 35% of the cost of the meters. He stressed that it is important to move forward with the project so that the City becomes self-reliant in terms of water as they are highly reliant on other sources. Discussion ensued on the water situation and the importance of being proactive in mitigating potential water issues. The funding source was identified as the Water and Sewer Fund.

Mr. Goodwin invited feedback from the Council on the Staff priorities identified. Council Member Geddes commented on trails throughout the City and ways to improve and maintain them. Mr. Goodwin asked about the short course and if it would make sense to allow people to park on Cottonwood Drive to make the walk shorter to the short course. Possible options were discussed.

Council Member Smith asked for an update on the bond for the golf course. Mr. Louw reported that this year, \$65,000 was set aside for operations and \$35,000 was set aside for next year from the General Fund. The bond was around \$4 million through 2035. Each year, more principal is contributed. While the City is reducing the subsidy, they want to do it responsibly so that the golf course remains a viable asset that is well maintained and preserved. Mr. Louw reported that the long-term Golf Master Plan will require maintenance and improvements going forward. The hope was that less subsidy will be required over time.

Mr. Goodwin mentioned the St. Andrews Subdivision as a future discussion item. There were numerous proposals including a dog park, a cemetery, housing, reinstatement of the Par 5, indoor storage, gas stations, and hotels. Ultimately, the Council needs to make the final decision on what happens there. Possible uses and funding options for the property were discussed.

Mayor Andersen asked if the Beautification Committee could study the issue and come up with ideas for the trails. Mr. Louw stated that the Beautification Committee currently consists of one person who is overwhelmed with what she has been asked to accomplish. He stated that it may be better to work with a Landscape Architect to identify options. Mayor Andersen liked the idea of activity stations along the trail so that there are other options in addition to just walking the trail. Paving the unpaved trails was discussed. Mr. Goodwin stated that paving trails may not be the best answer as many people prefer dirt trails.

Mayor Andersen commented that one of her main priorities is employee retention. She wanted to make sure that the City is paying competitive wages to attract good employees. Mr. Louw reported that he reached out to a third party for marketing information and found that they are booked out until 2023. Mr. Goodwin stated that Staff was looking for a marketing company to conduct a study that looks at similar cities and shows the range of what employees should be paid based on experience. This is a way the City can be competitive with its wages and retain good employees.

Council Member Geddes remarked that another challenge is that the City is competing in an unusual market and must look at other cities and private companies to stay competitive. Discussion ensued regarding various possibilities for work incentives including working from home and creating a better work environment.

Mr. Goodwin stated that it is easy for people to complain when things are going well in the City because they are seeing things happening. People complained about the pickleball courts being closed but the fact that there are pickleball courts at all is a good thing. The City is being proactive by maintaining its parks, trails, and public spaces, and when there are complaints staff can address them. The comment was made that something that needs to be stressed to the residents is that the City is very well run, and everyone does a great job of making sure that Cedar Hills remains a great place to live.

Council Member McEwen asked about the branding and logo issues. Mayor Andersen stated that the logo has already been decided on; however, it is digital, and no money has been spent to purchase new products. Stickers for the road signs and vehicles will be the first items ordered. Council Member McEwen had reached out to many for input on the logo and found that the majority do not like it. She understands that the City is going to rebrand, but there is no support for the new logo.

Mayor Andersen and Council Member Geddes had the opposite experience and those they have spoken to like the logo. Mr. Goodwin commented that seeking consensus from all citizens is unwise. Discussion continued regarding the public response to the rebrand and the options for the proposed logo. Mayor Andersen stated that this type of decision is one that the Council can make without a consensus from the public. She expected the outcry to diminish over time.

Mr. Goodwin explained why the pickleball courts are closed in the winter. He stated that in other cities, people have tried to get ice and snow off the court and have ruined the surface in the process. There was discussion as to whether the City can open and close the courts based on weather. Mr. Goodwin stated that currently, there is insufficient staff to police and monitor the courts in the off-season. The City ordered timed locks to place on the gates so that they cannot be accessed before 7:00 a.m. There was discussion regarding people using and misusing the courts and vandalism in the City.

ADJOURNMENT

MOTION: Council Member Geddes moved to adjourn. Council Member McEwen seconded the motion. The motion passed with the unanimous consent of the Council.

The meeting adjourned at 8:46 p.m.

Approved by Council:
March 15, 2022

/s/ Colleen A. Mulvey, MMC
City Recorder