



**CITY COUNCIL MEETING
OF THE CITY OF CEDAR HILLS
Tuesday, August 4, 2015 7:00 p.m.**

Notice is hereby given that the City Council of the City of Cedar Hills, Utah, will hold a **City Council Meeting on Tuesday, August 4, 2015, beginning at 7:00 p.m.** at the Community Recreation Center, 10640 N Clubhouse Drive, Cedar Hills, Utah. This is a public meeting and anyone is invited to attend.

COUNCIL MEETING

1. Call to Order, Invocation given by C. Augustus and Pledge led by Chandler Goodwin
2. Approval of Meeting's Agenda
3. Public Comment: Time has been set aside for the public to express their ideas, concerns and comments (comments limited to 3 minutes per person with a total of 30 minutes for this item)

CITY REPORTS AND BUSINESS

4. City Manager
5. Mayor and Council

SCHEDULED ITEMS

6. Review/Action on Use of the Community Recreation Center
7. Review/Action on Approval of Lot 23 Canyon Heights Plat B Drainage Easement Modification
8. Discussion on Communication with the City Attorney
9. Motion to go into a Closed Session pursuant to Utah State Code 52-4-204 & 52-4-205(1)(a) to discuss the character, professional competence or physical or mental health of an individual.
*** CLOSED SESSION ***
10. Motion to adjourn Closed Session and Reconvene City Council Meeting

ADJOURNMENT

11. Adjourn

Posted this 31st day July, 2015

/s/ Colleen A. Mulvey, City Recorder

- Supporting documentation for this agenda is posted on the city's website at www.cedarhills.org.
- In accordance with the Americans with Disabilities Act, the City of Cedar Hills will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-785-9668 at least 48 hours in advance of the meeting.
- A Closed Session may be called to order pursuant to Utah State Code 54-4-204 & 54-4-205.
- The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.
- This meeting may be held electronically via telephone to permit one or more of the council members to participate.



CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	Greg Gordon
DATE:	7/29/2015

City Council Agenda Item

SUBJECT:	Community Center Usage
APPLICANT PRESENTATION:	
STAFF PRESENTATION:	Greg Gordon

BACKGROUND AND FINDINGS:

Executive staff met with the City Council in January about usage of the Community Center and direction/expectations for the center. The Recreation staff would like to move forward with plans for the schedule in the Community Center. Last week Councilmember Rees asked that we discuss the following points, which we are happy to do and have been excited to get your feedback. (See attached spreadsheet)

Staff will act on your instructions and directions, however there are constraints based on our current budget for recreation. In addition, there would be ramifications based on potentially replacing revenue-based events with non-revenue events. We have hit an all-time high in revenues and to add specific nights for open usage would negatively affect our revenues in events. Staff takes pride in operating within our budget and exceeding expectations from the City Council. Again, staff is happy to change course on your direction, but we will not be as effective and successful with revenue loss and significant labor cost increases by utilizing additional staff after normal work hours for free/discounted rates. Please also recognize that when we open the building up for events/activities it may negatively impact the golf course tournament bookings, they typically book within 30-45 days.

Here is a brief summary of what is currently being offered at the Community Center:

Boot camp, Karate classes, Dance/tumbling, Celebrations dance/vocal club, Youth theatre classes, Youth City Council meetings/activities, Golf tournaments (meal, raffle, etc.), HOA meetings, City meetings (City Council, Planning Commission, Town Hall), Religious meetings, Baby Showers, Missionary farewell/homecoming events, Club banquets, Lone Peak High School clinics, Scouting court of honor, business meetings, commercial video sessions, wedding proposals, corporate/family parties and more

PREVIOUS LEGISLATIVE ACTION:

N/A

FISCAL IMPACT:

To be determined.

SUPPORTING DOCUMENTS:

N/A

RECOMMENDATION:

Staff is asking for the City Council's direction on what they would like to see in the Community Center and are happy to do whatever you desire. Staff only asks that you take into consideration the ramifications to our budgets so we have sufficient budget to implement the changes while possibly losing revenues. However staff would propose that we keep moving forward as we currently are and looking into placing a link on our City website at the beginning of each month with days that are available during the month that have not been rented so they can rent the space at the deeply discounted rate as approved by the City Council. We also will continue to work with all committees approved by the Mayor and Council to utilize the room for their activities; we ask that they try to utilize the room on weeknights as our weekends are great revenue sources.

MOTION:

To approve/not approve the Community Center usage schedule.

COMMUNITY RECREATION CENTER DISCUSSION POINTS

SET ASIDE SPECIFIC NIGHTS FOR COMMUNITY EVENTS

CURRENTLY SCHEDULED

Santa Party
Summer Breakfasts
Arts Committee Activity - May

FUTURE PLANNING

July 4th Activity
Add'l Arts Committee Activities

SET ASIDE SPECIFIC NIGHTS FOR RESIDENTS USE AT A DEEPLY DISCOUNTED RATE

(Monday or Tuesday?)

CURRENTLY SCHEDULED

No increase to resident rates with rate increases that were accepted by Council last month
Event bookings done within 30-45 days are greatly discounted
Resident coupon for \$100 off

FUTURE PLANNING

RESIDENT SUGGESTIONS FOR COMMUNITY CLASSES

CURRENTLY SCHEDULED

IFA Gardening Classes - Cancelled due to lack of community participation
Pruning/Soils Classes - Low attendance
Suicide Prevention Discussion - less than 10 attendees
Solicited instructors for community classes - Little response
Story Time - Need a new volunteer instructor

FUTURE PLANNING

SENIOR DAY/EVENING CLASSES THRU MAG

CURRENTLY SCHEDULED

Met with Pleasant Grove that holds similar classes.
Step-Up Senior Class taught by County Health Dept beginning Feb 2016

FUTURE PLANNING

Waiting for further direction from Council because this was not a budgeted program

FREE RESIDENT USE OF BASEMENT & CONFERENCE ROOM

CURRENTLY SCHEDULED

Book Club, etc.

FUTURE PLANNING

Waiting for further direction from Council because this will have budget ramifications; staff will need to be present when events are scheduled, even if they are non-paying events

Rental Rates for The Vista at Cedar Hills

Regular Rates

Cedar Hills Residents

Full Room Rental/Weekday (3-10pm)	\$ 1,550 Sunday - Thursday	\$ 1,350 Sunday - Thursday
Full Room Rental/Weekend (3-10pm)	\$ 1,900 Friday & \$ 2,000 Saturday	\$ 1,650 Friday - \$ 1750 Saturday

**** Rental Includes 15 Tables w/ 8 chairs per table. Additional tables are \$5.00 each.**

Early Set up: Day before business hours \$200 *(after hours/Saturday 4 hour max) 2 weeks prior if available
 Extra hours above 7 hours will be charged at \$ 100 per hour (10pm-11pm) - Includes 25 free linens for full room rental
 Extra hours after 11pm will be charged at \$ 150/hour. Premises MUST be vacated by 2am at the latest.

Half Room Rental/Weekday (3-10pm)	\$ 1000 Friday-Saturday	\$ 800 Sunday - Thursday
Half Room Rental/Weekend (3-10pm)	Not available until 45 days before event	

** Includes 15 free linens for a half room rental

**** Hourly Rate to rent 1/2 of the Vista Room** - Residents, Military, Government, Schools, Non-profit organizations can get 10% off Vista Room rates. (10 tables/100 chairs included)
 \$150/hourly Evenings weekdays only Sunday - Thursday (3 Hour Max)
 \$ 50/hourly Daytime hours from 8am-5pm (3 Hour Max)
 \$150/hourly Daytime weekends 8am-5pm (3 Hour Max) \$75 if booked with a full reception
**** All Hourly Rentals client must set up tables/chairs and clean up after they are done with their event**

CEREMONY FEE:

Outside \$160 includes 80 chairs, sound system, and aisle runner. Additional chairs are \$ 2 /each

Cedar Hills residents additional discount and Non-Profit organizations, Government, Military, or Schools Discount
30 Days Out (Friday/Saturday): Full \$ 900 Half Room \$ 550 (Non residents add an additional \$ 50)
45 Days Out (Sunday - Thursday): Full \$ 550 Half Room \$ 450 (Non residents add an additional \$ 50)

Eagle Court of Honor 1/2 room within 30 days: \$ 50/hourly No other discounts may be applied to normal pricing

Basement Rental/Conference Room: \$ 20/hourly M - F 8am-5pm \$ 30/hourly after 5pm or weekends

Alcohol Fee: \$400



CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	David Bunker, City Manager
DATE:	8/4/2015

City Council Agenda Item

SUBJECT:	Lot 23 Canyon Heights Plat B Drainage Easement Modification
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Chandler Goodwin; Assistant City Manager, City Planner
BACKGROUND AND FINDINGS: The City of Cedar Hills has a drainage easement located on the properties located at 9058 N and 9044 N Silver Lake Dr. The easement is 15' feet wide on both properties creating a 30' wide easement and is meant to capture off-site drainage from the hillside. The current home located at 9058 N sits approximately 5' into the easement, leaving only 10' for the drainage and utility easement. The adjacent property located at 9044 N is currently vacant. After a review of the site, staff is recommending that the City vacate 5' of the current drainage easement on lot 23, leaving the remaining 10' easement to continue as a drainage/utility easement.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: N/A	
SUPPORTING DOCUMENTS: Canyon Heights Plat B	
RECOMMENDATION: Staff recommends that Council vacate the portion of the easement for lot 23 where a home is currently encroaching.	
MOTION: Approve/not approve the vacation of approximately 5' of the 15' drainage and utility easement on lot 23 of Canyon Heights Plat B, leaving approximately 10' as a public utility and drainage easement, and direct staff to prepare the associated documents as needed.	



CITY OF CEDAR HILLS

TO:	Mayor and City Council
FROM:	David Bunker, City Manager
DATE:	8/4/2015

City Council Agenda Item

SUBJECT:	Communications with City Attorney
APPLICANT PRESENTATION:	N/A
STAFF PRESENTATION:	Mayor Gary Gygi
BACKGROUND AND FINDINGS: Under Mayor Gygi's direction, a discussion regarding a potential policy regarding how, when, and who is authorized to communicate with the city attorney. With council direction, a policy can be drafted and presented for approval at a later council meeting regarding this issue.	
PREVIOUS LEGISLATIVE ACTION: N/A	
FISCAL IMPACT: To be determined.	
SUPPORTING DOCUMENTS: N/A	
RECOMMENDATION: N/A	
MOTION: No motion is necessary. Discussion item only.	