

**NOTICE OF AN ELECTRONIC MEETING OF THE
CITY OF HOLLADAY CITY COUNCIL
THURSDAY, JULY 16, 2020**

PUBLIC NOTICE IS HEREBY GIVEN that the Holladay City Council will hold a City Council meeting **Thursday, July 16, 2020 at 6:00 pm.** The City Council of the City of Holladay will be conducting this meeting by electronic means, in accordance with the *Utah Open and Public Meetings Act*, and the *Order on Public Meetings of the City Council of the City of Holladay*, issued by Mayor Dahle.

Mayor Dahle has determined that due to the current COVID-19 pandemic, public meetings present a substantial risk to the health and safety of those who may be present at the meetings, and that the risk can be substantially mitigated by holding public meetings of the City Council pursuant to electronic means that allow for public participation. A copy of the Order issued by Mayor Dahle is available on the City's website at: <http://cityofholladay.com/government/elected-officials/meetings-and-agendas/>

All documents which are available to the City Council are also available on the City's website or are linked in this agenda. Persons desiring to make public comment or to make comment during any public hearing may provide such comment as follows:

1. Email your comments by 5:00 pm on the date of the meeting to scarlson@cityofholladay.com
2. During the meeting, go to www.zoom.us in your web browser and join a meeting:
Meeting ID is: 845 7588 3743
3. During the meeting, call Zoom on your telephone: 699-900-6833 or 346-248-7799 or
301-715-8592 or 253-215-8782
Meeting ID is: 845 7588 3743
4. City of Holladay Facebook page – Live stream

AGENDA

- I. **Welcome** – Mayor Dahle
- II. **Public Comments**
Any person wishing to comment on any item not otherwise on the agenda may provide their comment via email to the Council prior to 5:00 p.m. on the date of the meeting to scarlson@cityofholladay.com, with the subject line: Public Comment. Comments are subject to the Public Comment Policy set forth below.
- III. **Consideration of Addendum #5 to the Cotton Bottom Agreement**
- IV. **Consideration of Ordinance 2020-12 Amending Title 13.76.700 Regarding Grading and Retaining Wall Standards**
- V. **City Manager Report** – Manager Chamness
- VI. **Council Reports & District Issues**
- VII. **Recess City Council to a Work Meeting**
 - a. **Discussion on Golf Carts**

- b. Holladay @20 Review**
- c. Discussion on CARES Act Budget**
- d. Review of Priority Goals for 2020**
- e. Discussion on Holladay Blvd Speed**
- f. Calendar**

August 6 & 20 – Council Mtg

VIII. ***Closed Session pursuant to Utah Code Section 52-4-204 & 205 to Discuss Personnel Issues, Potential Litigation and Property Acquisition and Disposition (if needed)***

IX. ***Adjourn***

Public Comment Policy & Procedure: During each regular Council Meeting there will be a Public Comment Time. The purpose of the Public Comment Time is to allow citizen's access to the Council. Citizens requesting to address the Council will be asked to complete a written request form and present it to the City Recorder. In general, the Chairman will allow an individual three minutes to address the Council. A spokesman, recognized as representing a group in attendance, may be allowed up to five minutes. Comments which cannot be made within these time limits should be submitted in writing to the City Recorder prior to noon the day before the meeting so they can be copied and distributed to the Council. At the conclusion of the Citizen Comment time, the Chairman may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all Public Hearings.

CERTIFICATE OF POSTING

*I, Stephanie N. Carlson, the City Recorder of the City of Holladay, certify that the above **revised** agenda notice was posted at City Hall, the City website www.cityofholladay.com, the Utah Public Notice website www.utah.gov/pmn, and was emailed to the Salt Lake Tribune and Desert News and others who have indicated interest.*

DATE POSTED: Tuesday, July 14, 2020 at 5:30 pm

*Stephanie N. Carlson MMC, City Recorder
City of Holladay*

Reasonable accommodations for individuals with disabilities or those in need of language interpretation service can be provided upon request. For assistance, please call the City Recorder's office at 272-9450 at least three days in advance. TTY/TDD number is (801)270-2425 or call Relay Utah at #7-1-1

**ADDENDUM NO. 5 TO
REAL ESTATE PURCHASE AND SALE AGREEMENT**

THIS IS A FIFTH ADDENDUM to the REAL ESTATE PURCHASE AND SALE AGREEMENT (“REPSA”), which was executed on November 14, 2019, by and between CITY OF HOLLADAY (“CITY”) and EAST SIDE LOUNGE, LLC (“BARX”), which interest of the BARX was subsequently assigned to COTTON BOTTOM PROPERTIES, LLC, regarding the Property located at approximately 6200 South and Holladay Boulevard in Holladay City.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. **Amendment.** Section 7.d. of the Real Estate Purchase and Sale Agreement is hereby amended to delete condition d. in its entirety.

2. **Amendment.** Section 8 of the Real Estate Purchase and Sale Agreement is hereby amended to read in its entirety as follows:

8. Architectural Design/Covenant of Operation. The parties acknowledge that the City’s decision to sell the Property to BarX is based on the proposal presented to the City by BarX to operate a restaurant on the Real Property generally as presented in the BarX Proposal. Accordingly, BarX agrees to provide the City the opportunity for administrative review of the design features of the building elevations prior to formal site plan submittal. However, the City specifically agrees that such opportunity for comment will not influence site plan or conditional use approvals and BarX shall be under no obligation to incorporate or utilize any comments provided by the City. To preserve the integrity of the site plan and/or conditional use processes, no input from any member of the Planning Commission shall be sought. The parties further acknowledge that the selection of the BarX Proposal is specifically based on and conditioned upon the unique personal contributions of the individuals associated with BarX, and the City’s determination that the operation of a restaurant on the Real Property yields the most public benefit while minimizing inconvenience to the surrounding properties. The parties acknowledge that a state of local emergency has arisen subsequent to the entry of the Purchase and Sale Agreement and that as a result of the emergency condition, the COVID-19 pandemic, restaurant businesses have been significantly affected. BARX has proposed and the City has agreed to permit BarX to initially open the restaurant on the Real Property, as existing at the time of purchase, provided that BarX makes certain improvements to the Real Property as reasonably allowed and as described in Exhibit A and conceptionally shown in Exhibits A1-A8 (attached hereto) prior to opening the restaurant.

Notwithstanding the foregoing, to assure the intended benefit to the public anticipated in the sale of the Property, BarX hereby agrees that it will file an application for final site plan approval no later than December 31, 2024. Upon the approval of the City, and not to be unreasonably withheld, the final site plan may include provisions/requests to allow BarX to: (1) continue to operate the restaurant on the Real Property as it exists at that time without any reconstruction or modification of the Real Property; (2) accommodate continued and/or uninterrupted operations of the restaurant during reconstruction and/or modification of the Real Property; and/or (3) accommodate changes in configuration, size and extent of reconstruction of the Real Property from that depicted in the preliminary site plan previously submitted to the City, each of which may be based on, among other things, market or economic conditions, the finances of the restaurant, new normal for restaurant services and/or the state of restaurant services at that time.

In the event that BarX files an application for final site plan approval and the City approves such final site plan, which includes a request from BarX to continue to operate the restaurant on the Real Property as it exists at the time without reconstruction or modification of the Real Property, any repurchase option of the City shall thereby be terminated. In any event, if BarX has not made application

for approval of the final site plan by December 31, 2024, or, if the final site plan includes any reconstruction and/or modification of the Real Property that BarX has not commenced within one (1) year after receiving final site plan approval, the City shall have the option to repurchase the Property, which Property shall include the Real Property, any business operating on the Real Property, associated service marks and associated good will of any such business, for the fair market value thereof minus two hundred thousand dollars (\$200,000). The fair market value shall be determined by a certified real estate and/or business appraiser mutually agreed upon by the parties. The repurchase option shall be exercised by the City within sixty (60) days of either the December 31, 2024 deadline (if BarX has failed to timely file an application for final site plan approval) or within sixty (60) days of the end of the one year period for BarX to undertake City approved reconstruction (if BarX has not undertaken reconstruction per the approved final site plan), by giving written notice of election of exercise of the option. Upon the date of such written notice, the City shall have nine (9) months to complete the repurchase, after which the repurchase option will be terminated. In the event BarX undertakes reconstruction and/or modification per the approved final site plan at any time after the City's re-purchase option becomes effective, but before written notice of exercise by the City, the City's re-purchase option shall be terminated. If termination of the repurchase option is based on BarX having undertaking reconstruction and/or modification of the Real Property and if BarX does not pursue and build under a granted building permit with reasonable diligence, the repurchase option shall be reactivated as set forth above. In addition to the repurchase option, BarX grants to the City the right to repurchase the Property (at a price and upon terms and conditions reasonably approved by the parties) should the Real Property cease to be used for restaurant purposes at any time for six (6) consecutive months (excluding any period when such operations are ceased due to reconstruction, repair, remodeling, renovation, rebuilding, or other cause beyond the reasonable control of BarX) within three (3) years of the Closing. If prior to December 31, 2024, or prior to satisfaction of the final site plan requirement hereunder by BarX, whichever is earlier, BarX accepts a bona fide offer to purchase the Property, BarX shall notify the City's and the City shall have a first right of refusal to purchase the Property pursuant to the terms of the repurchase option as set forth above, which repurchase option shall be exercised by the City within sixty (60) days of written notice by BarX.

3. Conflicts. To the extent the terms of this FIFTH ADDENDUM modify or conflict with any provisions of the REAL ESTATE PURCHASE AND SALE AGREEMENT, including all prior addenda and counteroffers, these terms shall control. All other terms of the REPSA, including all prior addenda and counteroffers, not modified by this FIFTH ADDENDUM shall remain the same.

IN WITNESS WHEREOF, the parties hereto have executed this FIFTH ADDENDUM by and through their respective, duly authorized representatives as of the day and year last written below.

COTTON BOTTOM PROPERTIES, LLC. ("BARX")

By: _____
Jeff Barnard, Managing Member

Date: _____

CITY OF HOLLADAY ("CITY")

By: _____
Robert Dahle, Mayor

Date: _____

Attest: _____
Stephanie Carlson, City Recorder

EXHIBIT A

1. Freshen, update and add landscaping as conceptually shown in the attached Conceptual Site Plan (Exhibit A1) and Conceptual Site Plan Images (Exhibits A2-A8) including:
 - a. New landscaping around cottages and up to 6200 South
 - b. New landscaping on north and west side of primary building up to 6200 South
 - c. New landscaping in park strips along Holladay Blvd.
 - d. New landscaping in islands in parking lot
 - e. In native growth areas between the parking lot and the bike path along the south and west of the property: clean out underbrush, trim trees and remove dead trees, fallen branches and debris while maintaining natural barrier between bike path and the Property
 - f. New landscaping in transition area between parking lot and Knudsen park along Holladay Blvd. to form a functional and aesthetically pleasing transition between the parking lot and the park
 - g. Add walking path between parking lot and Knudsen park
 - h. Clear select areas along south and west of property, add wood chips and add new picnic tables
2. Freshen and update primary building as conceptually shown in the attached Conceptual Site Plan Images (Exhibits A2-A8), including:
 - a. Paint primary building
 - b. Add walk up "To Go" window
 - c. Remove debris on roof
 - d. Add new exterior lighting
 - e. Repair or replace any dilapidated siding and masonry
3. Clean existing parking lot
Apply new slurry coat to parking lot
Restripe the parking lot and add parking for pedal bikes
4. Add new patios between primary building and 6200 South and between Honeymoon Cottage and 6200 South as conceptually shown in the attached Conceptual Site Plan Images (Exhibits A2-A8)
5. Purchase and install new indoor and outdoor furniture including furniture for new patios
6. Upgrade kitchen and food prep area including: Purchase and install new walk-in refrigerator, ice machine and dishwasher
7. Repair existing range hood
8. Refurbish back bar and update bar service area
9. Purchase and install new sound system
10. Remove swamp cooler and repair roof
11. Purchase and install new HVAC system
12. Upgrade primary building electrical as needed
13. Repair primary building plumbing as needed
14. Add outdoor lighting to Honeymoon Cottage
15. Replace broken/missing windows in Honeymoon Cottage
16. Further upgrade/modify Property as may be required under restaurant liquor license
17. Restore and install "The Cotton Bottom" business pole sign (already completed on July 6, 2020).

* City and BarX agree to work cooperatively to improve City property which surrounds the Property, which improvements shall be completed by BarX and reimbursed by the City on a pro rata basis.

CITY OF HOLLADAY

ORDINANCE No. 2020-12

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOLLADAY
AMENDING PROVISIONS OF THE CITY'S MUNICIPAL CODE RELATING TO
GRADE ALTERATIONS AND RETAINING WALLS REGULATIONS.**

WHEREAS, the City Council of the City of Holladay desires to amend certain provisions of the Municipal Code of the City of Holladay relating to grade alterations and retaining wall regulations; and

WHEREAS, in the current process for grading alterations, the Planning Commission must make findings of approval or denial on a case-by-case basis and in some cases use their independent judgment to determine acceptable retaining wall dimensions and setbacks; and

WHEREAS, City staff feels this is taxing on both the Planning Commission and the applicant and proposes certain amendments to clarify and establish specific standards for grade alterations and retaining walls; and

WHEREAS, the City Council has determined that the proposed amendments will promote the public welfare;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Holladay, Utah as follows:

Section 1. Amendment. Chapter 13.76.700.F of the Municipal Code of the City of Holladay is hereby amended to read as more particularly set forth in Exhibit A, attached hereto and incorporated herein by reference.

Section 2. Severability. If any provision of this Ordinance is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 3. Effective Date. This Ordinance shall take effect upon the publication or posting or thirty (30) days after passage.

PASSED AND APPROVED this day of July, 2020.

By: _____
Robert Dahle, Mayor

[SEAL]

VOTING:
Matt Durham Yea ____ Nay ____

**13.76.700:
FILL WORK AND LAND EXCAVATIONS; SPECIAL REQUIREMENTS:**

F. Standards And Specific Requirements For Grading And Retaining Wall Systems:

1. All grading, fill work and excavation shall comply with the requirements set forth in this chapter in addition to other requirements of this Code.
2. All grading and excavation in or adjacent to residential neighborhoods shall ~~be carried on between the hours of eight o'clock (8:00) A.M. to seven o'clock (7:00) P.M. and shall~~ comply with the City's noise ordinance.
3. All graded or disturbed surfaces of excavations, and all equipment materials and roadways on the site shall be dampened or suitably treated, managed, or contained to prevent the deposit of dust on neighboring properties; all materials transported to or from the site shall be so contained during transportation as to prevent spillage on streets or other property outside of the site.
4. Maximum unretained or exposed slope of a permanent cut and fill area shall be thirty percent (30%). The City Engineer may require the percent of slope of a cut or fill to be reduced if it is found that the cut or fill is subject to unusual or excessive erosion, or if other conditions make such requirements necessary for stability.
5. All fill, except in publicly approved refuse disposal or other landfill operations, shall be earth, rock, or other inert materials free from organic material and free of metal, and except that topsoil spread on cut and fill surfaces may incorporate humus for desirable moisture retention and plant growth properties.
6. Adequate provisions shall be made to prevent any surface waters from damaging the cut face of an excavation or any portion of a fill. All drainage ways and structures shall carry surface waters without producing erosion to the nearest practical street, storm drain or natural watercourse acceptable to the City Engineer as a safe place to deposit and receive such waters. The City Engineer may require such drainage structures to be constructed or installed as necessary to prevent erosion damage or to prevent saturation of the fill or material behind cut slopes.
7. Exposed or finished cuts or slopes of any fill or excavation shall be smoothly graded to a maximum slope of thirty percent (30%). All exposed slopes of any cut or fill shall be protected from erosion or sloughing by approved plantings or graded terracing, crib walls or walls and planting, terracing, or combination thereof.
8. Artificial grade alterations:
 - a. Grading intended to raise and level the developable area of a site to support driveways, patios or other structures shall be limited to a maximum of two feet (2') above the averaged grades elevations of the abutting properties. ~~Proposals to artificially change grades greater than the average of the abutting properties to a maximum of two feet (2') must be approved by the Planning Commission.~~
 - b. Maximum depth of backfilled grades within four feet (4') of a property line shall be 2 feet and finished at a 1:1 slope.
9. ~~Use of~~ Retaining walls or retaining wall systems within a required yard setback require review and approval by the City Engineer and shall be located, designed and constructed ~~be~~ as follows.

For the purposes of this section a retaining wall or grade retaining system may includes, but not limited to; gravity, crib, gabion, cantilever, rip-rap boulder or anchored systems designed to retain lateral soil loads.

 - a. Prohibited locations: No retaining wall or retaining wall system shall be constructed on property lines, or within a required recorded easement(s) as shown in figure 13.76.1

a. ~~b.~~ Retaining walls holding the cut soil of the natural slope: ~~within a required setback shall meet the following provisions:~~

(1) Minimum one foot (1') setback to any footing of the retaining wall

~~(4)~~ (2) The maximum height of any retaining wall shall not exceed ~~four~~ six feet (~~4'6'~~) ~~from below~~ the natural grade.

~~(2)~~ (3) The Area to be cut and retained shall not to exceed twenty percent (20%) of the required setback area.

~~(3)~~ (4) Retaining walls located in a required front yard or required corner side-yard setback, along a public or private right-of-way, shall be set back a minimum of four feet (4') from the right-of-way line.

~~(4)~~ (5) Each subsequent retaining wall must be accompanied by a horizontal landscaped offset measuring no less than the height of the retaining wall.

(6) Guard rails, barriers, or other screening type structures used in conjunction with a retaining wall shall not exceed forty-two inches (42") above the top of the wall.

~~b.~~ c. Retaining walls or retaining wall systems holding artificially backfilled grades within a required setback in a 2:1 ratio: ~~must be approved by the Planning Commission according to section 13.08.080 of this title.~~

(1) Minimum of a ~~four foot (4')~~ eight foot (8') setback required for any retaining wall system

(2) The maximum height of any retaining wall shall not exceed four feet (4') measured from the natural grade. Height shall be stepped horizontally every ten feet (10') to accommodate the natural topography

(3) Each subsequent retaining wall must be accompanied by an additional, horizontal landscaped offset of eight feet (8') ~~four feet (4')~~

(4) Guard rails, barriers, or other screening type structures used in conjunction with a retaining wall shall not exceed forty-two inches (42") above the top of the wall.

d. Retaining walls or retaining wall systems adjacent a natural waterway or canal shall adhere to the provisions set forth in section 13.76.400 of this title.

10. Retaining walls ~~up to eight feet (8') in height and retaining walls~~ associated with a residential or nonresidential, planned development use may be approved by the Planning Commission upon recommendation of the Technical Review Committee according to procedures set forth in section 13.78 of this Title.

11. Any pipe trench or other trenching or excavation made in any slope of any excavation or filled site shall be backfilled and compacted to the level of the surrounding grades.

12. Unless otherwise directed by the City Engineer, all fills governed by this Code intended to support buildings, structures, or where otherwise required to be compacted for stability, shall be compacted, inspected and tested in accordance with the following provisions:

a. The natural ground surface shall be prepared by removal of topsoil and vegetation and, if necessary, shall be graded to a series of terraces;

b. The fill shall be spread in a series of layers, each not exceeding six inches (6") in thickness, and shall be compacted by "sheepsfoot" roller compactor (after each layer is spread) or other method acceptable to the City Engineer;

c. The moisture content of the fill material shall be controlled at the time of spreading and compaction to obtain required maximum density;

d. The fill material after compaction shall have an average dry density of not less than ninety five percent (95%) of maximum dry density and a minimum of ninety percent (90%) in all portions of the fill requiring compaction as determined by the AASHTO soil compaction test method T180-57, or other testing method acceptable to the City Engineer;

e. A written report of the compaction, showing location and depth of test holes, materials used, moisture conditions, recommended soil bearing pressures, and relative density obtained

from all tests, prepared by a civil engineer or soils engineer licensed by the State of Utah, shall be submitted to the City Engineer; and

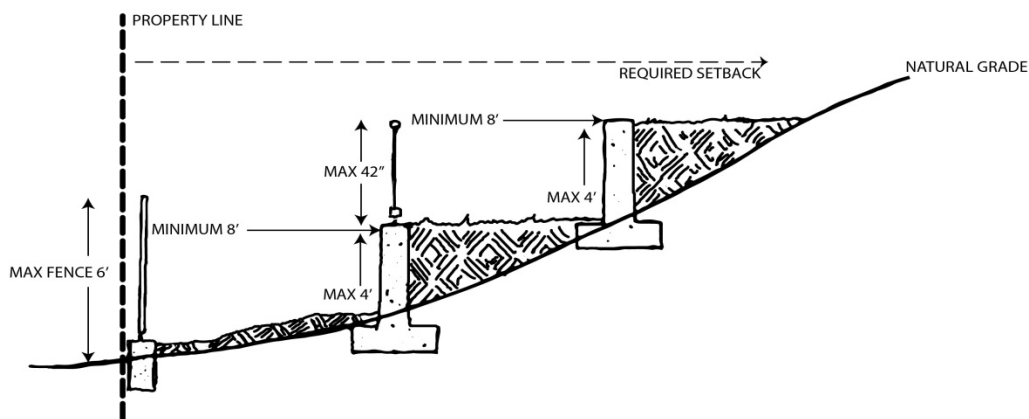
- f. The Community Development Director and/or the City Engineer may require additional tests or information if, in his opinion, the conditions or materials are such that additional information is necessary, and may modify or delete any of the above listed requirements that in his opinion are unnecessary to further the purpose of this Code.

13. All cut and fill surfaces created by grading except for firebreak purposes shall be seeded with a ground cover that is compatible with the natural ground covers in the City. Topsoil is to be stockpiled during rough grading and used on cut and fill slopes. When slopes too steep to support continuous ground cover have been permitted and in lieu thereof niches and ledges provided for planting, such slopes need not be planted with a continuous ground cover, but may instead be screened with vines and plantings. Cuts and fills along public roads may be required to be landscaped so as to blend into the natural surroundings. All plant materials must be approved by the Community Development Director prior to issuance of a conditional use permit.

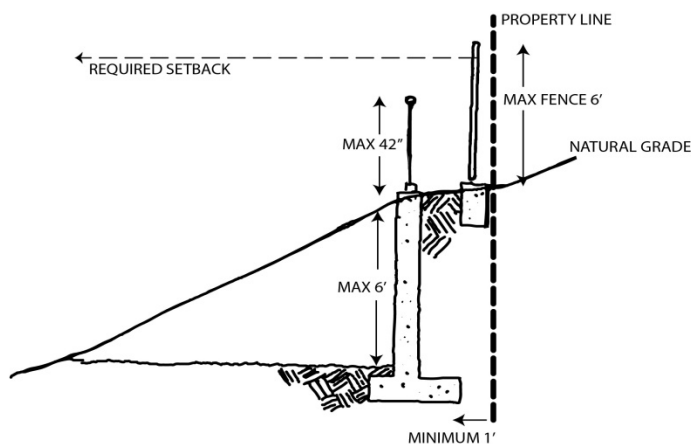
14. Filling of the ground for agricultural or fire protection purposes shall be accomplished with such practices as will prevent erosion and damage to natural drainage channels. (Ord. 2018-16, 10-11-2018)

FIGURE 13.76.1

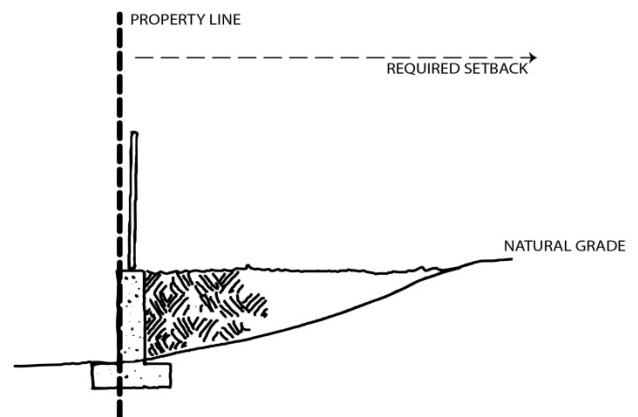
RETAINING BACKFILLED GRADES:



RETAINING CUT SLOPES:



PROHIBITED LOCATION:



HB 184, <https://le.utah.gov/~2020/bills/static/HB0184.html>, regarding golf carts. The vast majority of the bill is definitions. However, this is the bulk of what pertains to golf carts:

142 (23) (a) "Golf cart" means a device that:
143 (i) is designed for transportation by players on a golf course;
144 (ii) has not less than three wheels in contact with the ground;
145 (iii) has an unladen weight of less than 1,800 pounds;
146 (iv) is designed to operate at low speeds; and
147 (v) is designed to carry not more than six persons including the driver.
148 (b) "Golf cart" does not include:
149 (i) a low-speed vehicle or an off-highway vehicle;
150 (ii) a motorized wheelchair;
151 (iii) an electric personal assistive mobility device;
152 (iv) an electric assisted bicycle;
153 (v) a motor assisted scooter;
154 (vi) a personal delivery device, as defined in Section 41-6a-1119; or
155 (vii) a mobile carrier, as defined in Section 41-6a-1120.

455 **41-6a-1510. Golf carts -- Operation on highways -- Registration,**
licensing
456 **requirements, titling, and taxes.**

457 (1) (a) In accordance with this section and Section 10-8-30, a municipality
may, by
458 ordinance, allow a person to operate a golf cart on specified highways under the
jurisdiction of
459 the municipality.

460 (b) A person may not operate a golf cart on a highway unless authorized by
the
461 municipality in which the highway is located.

462 (c) If a municipality allows the operation of a golf cart on a highway in the
463 municipality's jurisdiction, the municipality shall provide sufficient parameters
regarding the

464 operation of a golf cart on a highway to ensure public safety, including specifying:

465 (i) on which highways a person may operate a golf cart;
466 (ii) who may operate a golf cart on a highway; and
467 (iii) hours during which a golf cart may operate on a highway.

468 (2) Subject to Subsection (4), a person operating a golf cart has all the rights
and is

469 subject to the provisions of this chapter applicable to the operator of any other
vehicle.

470 (3) A golf cart is exempt from the requirements of:

471 (a) titling, odometer statement, vehicle identification, license plates, and
registration

472 under Title 41, Chapter 1a, Motor Vehicle Act;

473 (b) the county motor vehicle emissions inspection and maintenance programs
under

Process Timeline 2020-2021

Option 1:1 Educate, then Engage

COUNCIL KICKOFF

EDUCATION

ENGAGEMENT

CONCLUSION



Message of the Month

Advisory Group Rec Report

Statement of support for Advisory Group Rec

H@20 Recap

Property Tax 101

Storm Water

Sales Tax - Shop Local

H@20 Recap, Survey

Town Halls, Survey

Feedback & Survey Results

Conclusion & Next Steps

MESSAGING PREP

mailer, videos, infographic, website

update messaging as needed

FINANCIAL MODEL

confirm revenue & expenditure inputs

update model as needed

POLL OR SURVEY

draft & finalize survey

release quantitative & qualitative phases: survey analysis

EDUCATION & ENGAGEMENT TOOLS

H@20 Video Stories - Property Tax

H@20 Video Storm Water

Mailer & Infographic

H@20 Video Stories

Survey

Town Halls

Process Timeline 2020-2021

Option 1:2 Educate, then Engage



- MAY 2021**: Preliminary Draft FY21-22 Budget
- JUN**: Adoption of FY21-22 Budget
- JUL**: H@20 Recap
- AUG**: Truth in Taxation (TNT) Public Hearing
- SEPT**: TNT Outcome
- OCT**: Property Tax 101
- NOV**: Property Tax Change & Storm Water Fee
- DEC**
- JAN 2022**: Progress Report
- FEB**: Update Financial Model
- MAR**: Continued Transparency in FY22-23 Budget Process

Message of the Month

MESSAGING PREP

TNT infographic, notice, mailer, website

FINANCIAL MODEL

update model as needed

EDUCATION & ENGAGEMENT TOOLS

- TNT Mailer & Infographic
- H@20 Video Stories
- TNT Public Hearing

- H@20 Video Stories - Property Tax

New Property Tax collection begins

- H@20 Video Stories - Storm Water

Storm Water Fee collection begins



City of Holladay Business Survey: COVID-19 Impacts & Needs

Survey Results Summary as of Wednesday, July 15, 2020

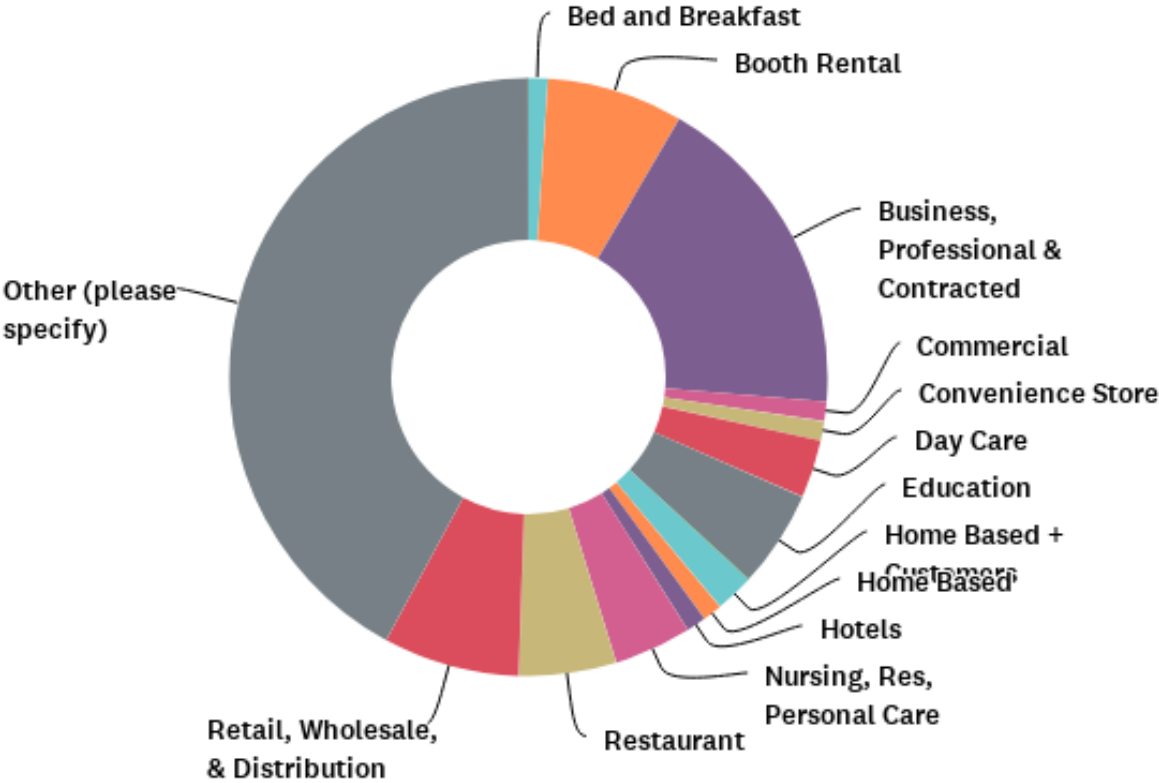
97 total responses

Promotion: 604 direct email invitations; City website, social media, e-blast; Chamber coordination

Survey Period: Thursday, July 2, 2020 to Sunday, July 12, 2020

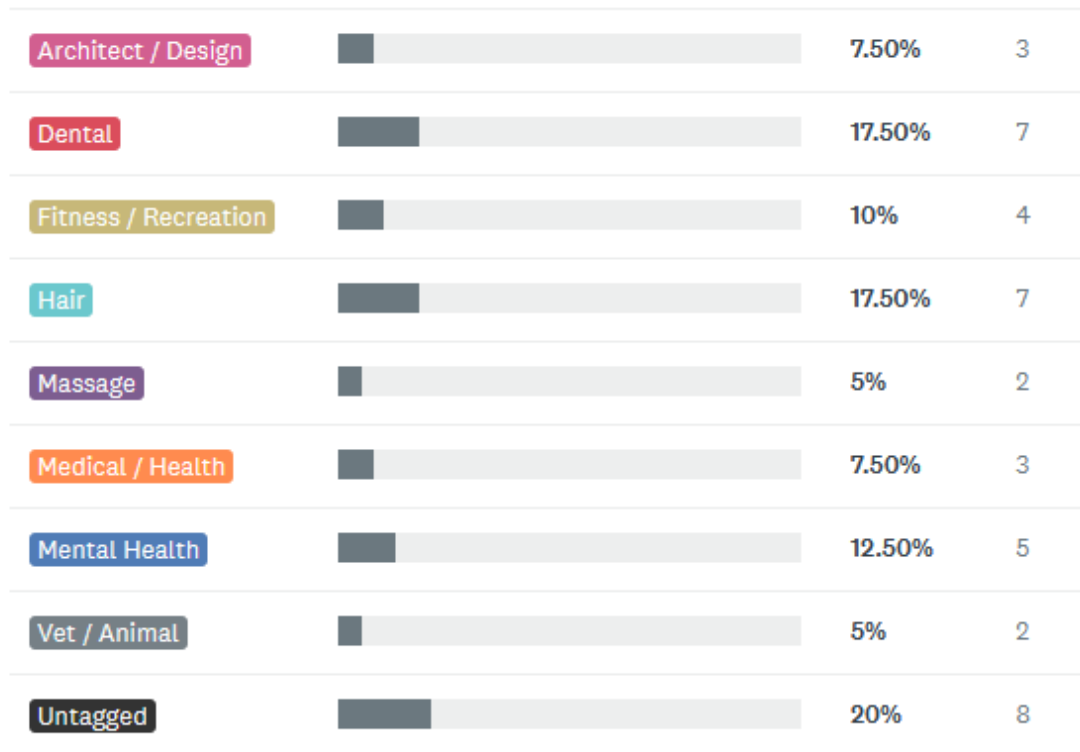
Q2: Industry (choose one from dropdown list)

Answered: 95 Skipped: 2



Q2: Industry – Other details specified

Answered: 40



Q3: Employee Count (as of today - check one)

Answered: 95 Skipped: 2

ANSWER CHOICES	RESPONSES	
1-5	75.79%	72
6-19	18.95%	18
20-49	2.11%	2
50-99	2.11%	2
100+	1.05%	1
TOTAL		95

Q4: Average, weekly customers served on-site (as of today - check one)

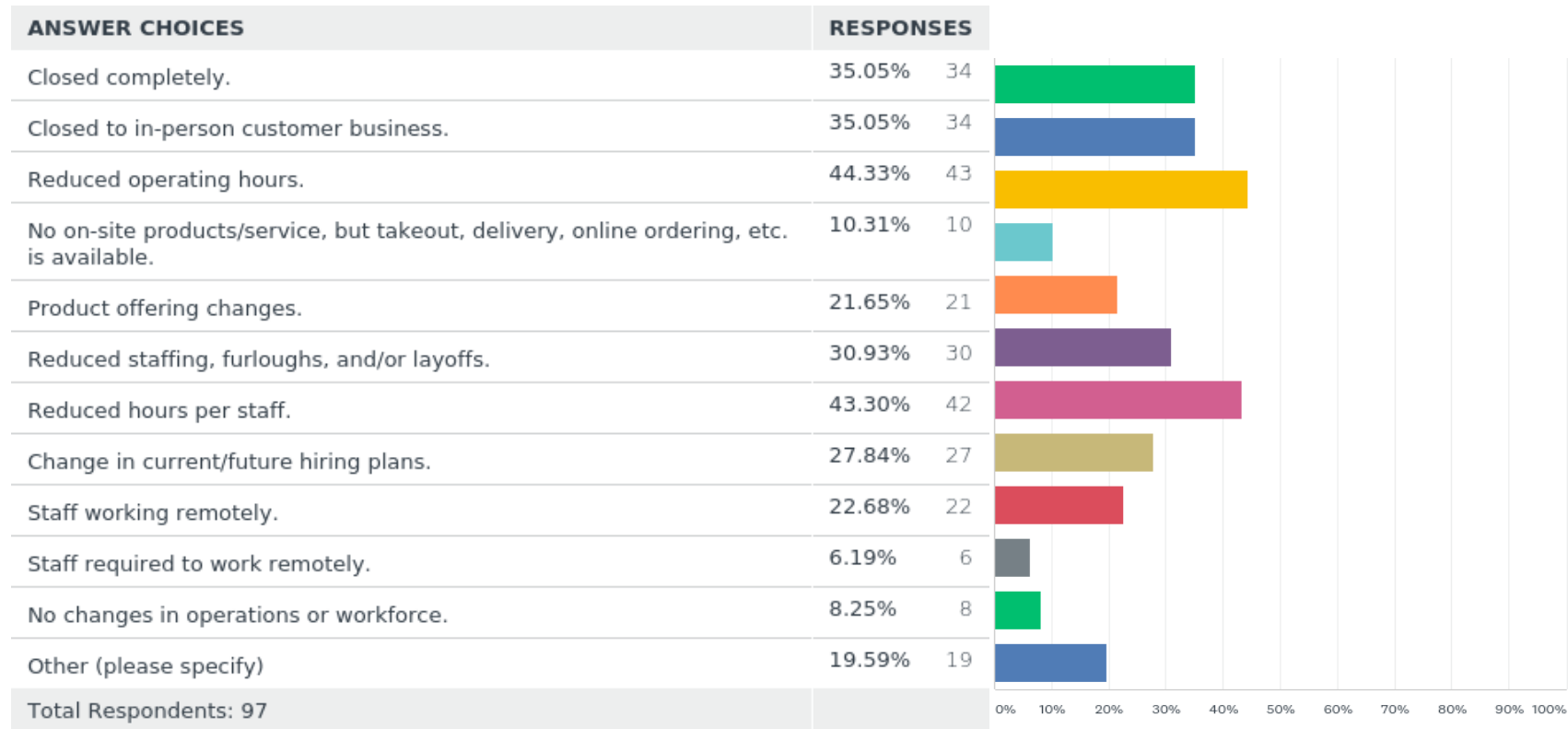
Answered: 92 Skipped: 5

4805 Total Customers Served

49.5 Average of Responses

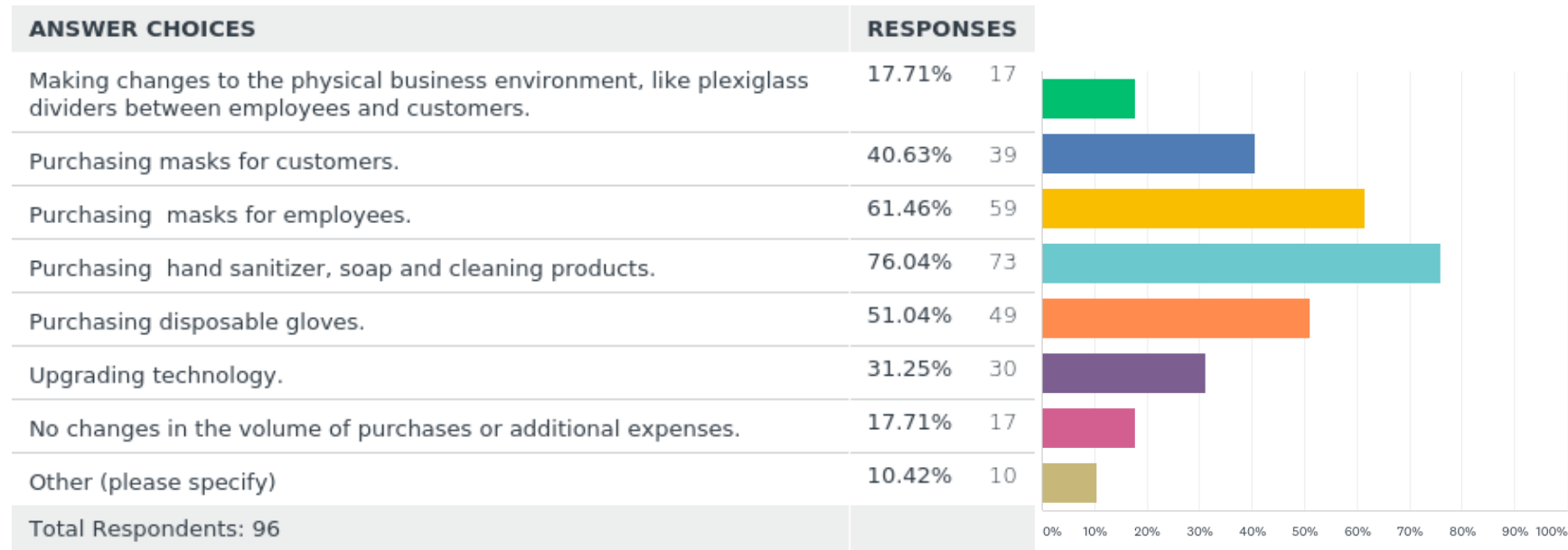
Q5: Has your business experienced any of the following changes in operations or workforce due to COVID-19? (check all that apply)

Answered: 97 Skipped: 0



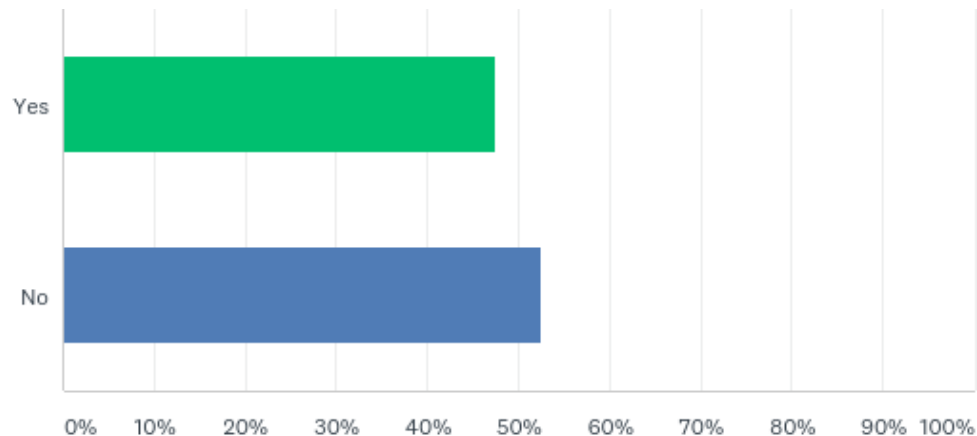
Q6: Has your business experienced any of the following changes in the volume of purchases or additional expenses due to COVID-19? (check all that apply)

Answered: 96 Skipped: 1



Q7: Have you secured a grant or loan to assist your business' response to COVID-19?

Answered: 97 Skipped: 0



Q8: Grant or loan details

Answered: 46

SOURCE OF FUNDING

EIDL Bank SBA Grant PPP Loan

PURPOSE OF FUNDING

help utilities rent PPP Loan Payroll expenses

AMOUNT AWARDED

wide range: \$425 to \$276,000

Notes:

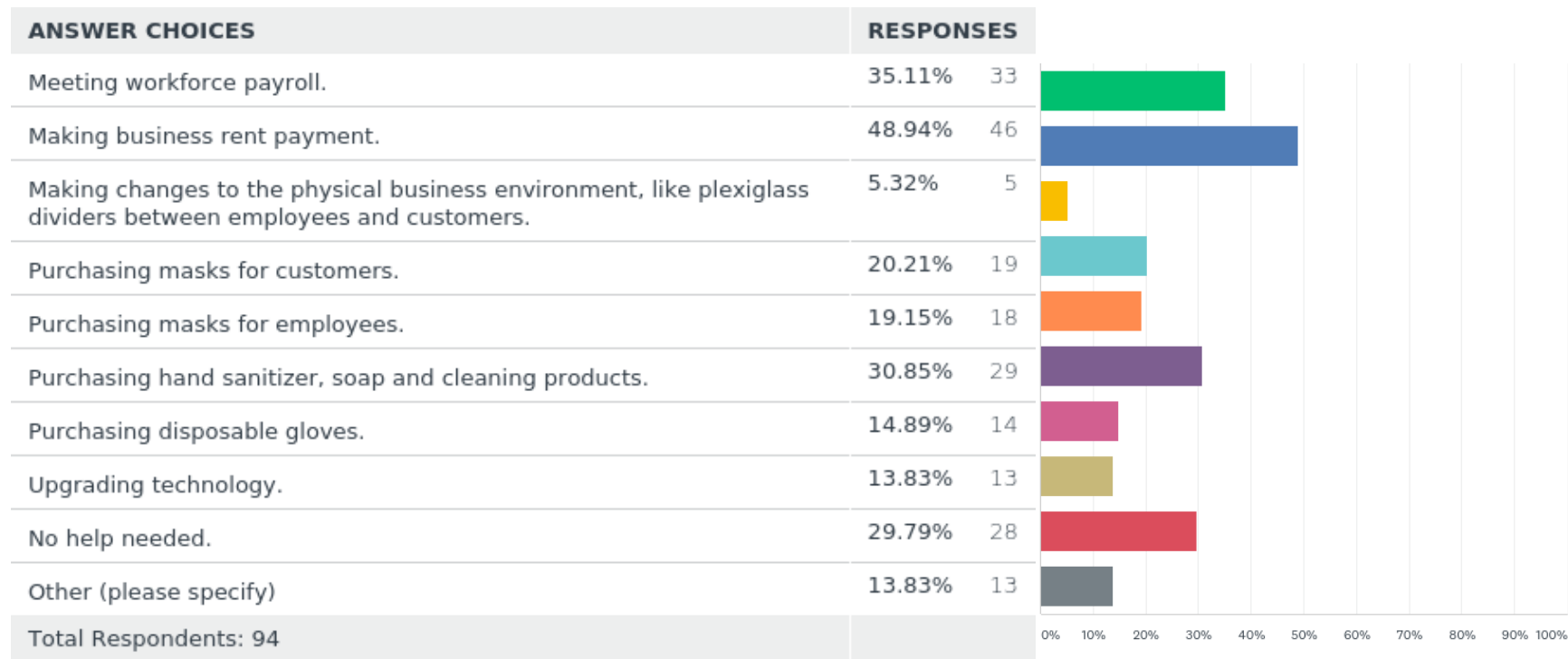
Economic Injury Disaster Loan (EIDL) provides economic relief to small businesses and non-profit organizations experiencing a temporary loss of revenue.

Paycheck Protection Program (PPP) loan that helps businesses keep their workforce employed.

SBA Express Bridge Loan (SBA) enables small businesses who currently have a business relationship with an SBA Express Lender to access funds quickly.

Q9: The City of Holladay is working to identify the best way to support our business community's recovery and response to COVID-19. Do you require financial assistance with any of the following? (check all that apply)

Answered: 94 Skipped: 3



COMBINED FINDINGS

Q7: Have you secured a grant or loan? A: No

Q9: The City of Holladay is working to identify the best way to support our business community's recovery and response to COVID-19. Do you require financial assistance with any of the following?

Answered: 48 Skipped: 3



Where Do We Want Holladay to Be in Three Years?

Council retreat in March 2019 set a vision for Holladay for the next three years in a number of priority areas, and updated those priorities in March of 2020. The first section identifies priority areas and discussion items for the next three years. The second section identifies 2020 Goals in each priority area. If additional information about a discussion item in the first section is available, but it was not identified as a 2020 goal, I have provided an update in red font. Detail about progress on 2020 Goals identified in the second section is provided in red font.

Priority Area # 1: Economic Development – explore opportunities for further redevelopment in a number of areas.

- Within the Holladay Village RDA, explore options:
 - At Burton Lumber site
 - At Walgreens
 - Corner location New tenant making improvements Summer 2020.
 - Former Rite Aid location – Walgreens has consolidated operations at former Rite Aid site.
 - Renovation of Ace Strip Mall
 - Art on the Plaza (may be also be addressed under Community/Lifestyle enhancements). FY 2019-20 budget commits \$50,000 as a potential match for an additional \$150,000 grant from Salt Lake County for public art on the plaza. City was awarded a \$150,000 grant from SLCounty for this purpose – however, project, along with other TRCC funded grants from Salt Lake County, has been “paused” pending assessment of the impact of current economic conditions on the TRCC Fund. May 2020- funding has been suspending for this year and next year; will be reevaluated in 2022.
 - Barriers/Security at Key Plaza locations (may be also addressed under Community/Lifestyle enhancements). Bollards have been ordered and are expected to be installed in Fall, 2020.
- Holladay Crossroads
 - PC Review of possible zone change for Crossroads area. Planning Commission has prepared a new zone for the Council to consider – timing of Council consideration will likely be delayed until public open houses can again be conducted. Given the likely duration of the pandemic, Staff is considering other methods to conduct public open houses and will have options for the Council to consider in September.
 - Uses:
 - Can be higher demand
 - Can include a hotel
 - Can include higher density
 - Explore options relating to the creation of an RDA (July, August 2019 preliminary conversation).
- 2700 E.

- Review existing zone and Master Plan
 - Explore additional options
- Black Diamond Site
 - Review existing zone and Master Plan
- Holladay Half Mile – review existing zone
- Assessment of Economic Development Opportunities
 - Look at re-establishing the Real Estate Committee
 - Consider a study to evaluate economic development potential in our community. (Find examples from other communities).
- Consider adding economic development consultant support.
- 2018 Priority: Cottonwood Mall Planning Commission approved final site plan for Block D of the 2007 Site Development Master Plan (SDMP). Construction likely to begin 3rd or 4th quarter 2020.
- 2018 Goal: Develop strategy for Cotton Bottom parcel. Property is currently under contract.
- 2018 Goal: Consider options to address sales tax leakage in the community.

Priority Area #2: City Organization and Administration – continue enhancing administrative capacity to efficiently support basic municipal functions and key Council priorities.

- Strengthen the Communications function of the City, including social media, website, email and Journal outreach to our residents.
 - Consider adding a part-time position, intern, or entering into a contract to enhance communications.
- Continue to seek and secure grant funding to accomplish City priorities.
- Evaluate strengthening community event functions, including a winter lecture series , a 5k, etc. (Could also consider with community/lifestyle enhancement priority).
 - Look for partners for a Winter Lecture Series
 - Research events conducted by other cities throughout the county.
- Strengthen the City’s Emergency Management function, including:
 - Procedures for implementing a Reverse 911 outreach
 - Strengthening relationships with key partners who may need support in an emergency situation, and
 - Explore opportunities to develop key emergency management planning documents.
- Evaluate existing Engineering function.
- 2018 Priority: Develop long term sustainable municipal services plan.
- 2018 Priority: Engage with our residents.
- 2018 Priority: With other stakeholders, evaluate options for Justice Court structure.
- 2018 Priority: Conduct a programming space review of City Hall.
- 2018 Goal: Develop more robust plan to address requirements of MS4 permit for stormwater.
- 2018 Goal: Finalize HR Policy and Procedure Updates.
- 2018 Goal: Fully implement Performance Pro Staff Evaluations.
- 2018 Goal: Presentation from ULCT on key issues facing cities and towns.
- 2018 Goal: Continue developing City’s relationship with Chamber of Commerce.

Priority Area # 3: Develop a Sustainable Funding Model for the City

- Develop a mechanism that funds existing needs and allows us to maintain critical infrastructure.
 - Form a citizen's capital improvement advisory group (Planning for Tomorrow) with a target of spring of 2020 for recommendations.
 - Evaluate potential of implementing a stormwater fee. (Could operate separately from overall funding strategy, or as component of 2020 plan).
- Develop cascading principles (Safety, PCI, regulatory) and return to the Council with options for the Council to consider.

Priority Area #4: Address Land Use Issues in the City

- Update the City's Moderate Income Housing Plan in accordance with changes in state statute prior to December, 2019
- Review potential ordinance changes to ensure City is eligible to receive additional transportation funding from the State.
- Select housing land use policies from a menu of items to consider, beginning with consideration of accessory dwelling units.
- Review potential options for short term rental use.
- 2018 Goal: Develop long term sustainable Residential Plan (includes ADU discussion, Millrock funding housing discussion, hybrid use of space)

Priority Area #5: Continue Efforts to Better Maintain Public Assets in the City

- Ensure sufficient staff to maintain our assets.
- Develop a plaza maintenance plan for maintaining the City Plaza in the Holladay Village.
- Develop a building maintenance plan for City Hall, the Fire Station, and the Public Works Building.
- Develop a parks maintenance plan for the City's newly completed and existing parks.
- Consider steps toward renewable energy use in public buildings, including consideration of solar panels at the City's fire station.
- 2018 Priority: Handicapped Access into City Hall
- 2018 Goal: Council Chambers/Mt. Olympus Room technology upgrades.
- 2018 Goal: Consider options to better address Upper Canal/Tanner Ditch/irrigation lateral issues.

Priority Area #6: Community/Lifestyle Enhancements

- Continue to monitor public feedback on pickleball surface; consider adjustments to surface if necessary.
- Continue working with other stakeholders to consider options for the addition of a pump track facility in the City.

- Continue working with other stakeholders to consider options for the addition of a skatepark in the City.
- Continue development and maintenance of the City's bike path network.
- Consider options for development of a trail system along key canals in the City.
- Install decorative bike racks in the Holladay Village area, and work with private businesses and sponsors to support this program.
- Support City's Historical Commission Historical Home Tour.
- Continue support of scholarships for 2 of Holladay's graduating seniors at each high school.
- Work toward reinvigorating the City's Foundation, with hope that eventually scholarships will come from foundation funds.
- 2018 Priority: Identify ideas/opportunities for city assets to create, enhance a sense of community.
- 2018 Goal: Complete Knudsen Park and host grand opening.
- 2018 Goal: Outreach to Local School Community (essay contest, athletic contest, arts fair, etc.)

2020 Goals

Priority Area # 1: Economic Development – explore opportunities for further redevelopment in a number of areas.

- Explore options relating to the creation of an RDA for the Holladay Crossroads Council discussed process and options related to developing a new project area on October 10, 2019. At the time, no further direction was determined. Item will be discussed again in Fall, 2020.
- Assessment of Economic Development Opportunities
 - Look at re-establishing the Real Estate Committee – This goal has not yet been addressed.
 - Consider a study to evaluate economic development potential in our community. (Find examples from other communities). While Council set aside funding for a potential study or engagement, Council direction has been to delay until there is clarity about potential changes to sales tax structure pending 2020 Legislative Session (and the pandemic!)
- Develop strategy for Cotton Bottom parcel. Property is under contract, and site plan/conditional use permit is currently pending with Planning Commission. Property likely to close in July, 2020.

Priority Area #2: City Organization and Administration – continue enhancing administrative capacity to efficiently support basic municipal functions and key Council priorities.

- Strengthen the City's Emergency Management function, including:
 - Procedures for implementing a Reverse 911 outreach Continue educating residents about registering phone numbers.

- continuing relationships with key partners who may need support in an emergency situation, and
- Exploring opportunities to develop key emergency management planning documents.

The adopted FY 2019-20 budget includes funding for a two day a week FTE, hired by UFA, to coordinate the City's Emergency Management function. Julie Harvey began working in November, and has focused on developing key emergency management planning documents, including response for pandemic, earthquake, civil unrest, and wildfires, as well as coordinating response to emergencies.

Evaluate strengthening community event functions, including a winter lecture series , a 5k, etc. (Could also consider with community/lifestyle enhancement priority).

- Look for partners for a Winter Lecture Series – delayed until 2020-21 season.
- Research events conducted by other cities throughout the county. Work on this goal has not yet begun.
- Develop long term sustainable municipal services plan. A joint study by the communities of Taylorsville, Millcreek and Holladay has been completed. The results indicate that Holladay would need to spend \$3.3 million to develop its own public works department, which is more the estimated full cost of continuing the County contract, at \$2.7 million. Other partners continue to be interested in exploring a intergovernmental agreement model for the future.
- Engage with our residents using a variety of methods including public meetings and open houses, citizen working groups, social media, quick polls, Journal articles and website. During this year, we engaged a working group for Holladay@ 20 –and our advisory committee to develop a financial sustainability plan. In addition to Journal articles, staff are exploring other methods for public engagement within the restrictions of a pandemic. Staff also distributed a survey to our business community to address potential opportunities for CARES Act support.
- With other stakeholders, evaluate options for Justice Court structure. ULCT has identified Justice Courts as a interim study item (pre-pandemic).
- Conduct a programming space review of City Hall. Information has been gathered but not yet analyzed on how City Hall space is used on an annual basis.
- Develop more robust plan to address requirements of MS4 permit for stormwater. Council adopted stormwater ordinance changes April, 2020. Council adopted Stormwater Management Plan December, 2019.
- Arrange presentation for Council from ULCT on key issues facing cities and towns. Work on this goal has not yet begun.
- Continue developing City's relationship with Chamber of Commerce.

Priority Area #3: Develop a Sustainable Funding Model for the City

- Develop a mechanism that funds existing needs and allows us to maintain critical infrastructure.

- Form a citizen's capital improvement advisory group (Planning for Tomorrow) with a target of spring of 2020 for recommendations. **Advisory Group's recommendation is final; implementation delayed until 2021.**
- Evaluate potential of implementing a stormwater fee. (Could operate separately from overall funding strategy, or as component of 2020 plan). **Presentation from Lewis Young on stormwater fee progress in April 2019, additional update Fall 2019. Council may proceed separately with stormwater fee discussion, or may continue to link stormwater and other funding options. Discussion July 2020 on direction.**

Priority Area #4: Address Land Use Issues in the City

- Update the City's Moderate Income Housing Plan in accordance with changes in state statute prior to December, 2019. **Plan complete and approved in December 2019; work on Chapter 2 General Plan is underway at the Planning Commission level – will return for Council consideration in September 2020.**
- Review potential ordinance changes to ensure City is eligible to receive additional transportation funding from the State. **See below.**
- Select housing land use policies from a menu of items to consider, beginning with consideration of accessory dwelling units. **Council provided direction for Accessory Dwelling Unit modifications March 12, 2020.**
- Review potential options for short term rental use. **Council reviewed potential options on April 2, 2020; strengthened penalty provisions in April, 2020. Enforcement continues with new penalties.**
- Develop long term sustainable Residential Plan (includes ADU discussion, Millrock funding housing discussion, hybrid use of space) **Work on this goal has not yet begun, and is anticipated for August 2020.**

Priority Area #5: Continue Efforts to Better Maintain Public Assets in the City

- Develop a plaza maintenance plan for maintaining the City Plaza in the Holladay Village. **Work on this goal has not yet begun; interim maintenance items completed by staff in spring of 2020.**
- Develop a parks maintenance plan for the City's newly completed and existing parks. **Work on this goal has not yet begun.**
- Consider steps toward renewable energy use in public buildings, including consideration of solar panels at the City's fire station. **Installation of electric vehicle charging stations in Village, occurred in June, 2020.**
- Continue to evaluate options for improved handicapped access into City Hall. **Discussion of this goal has been part of concept design of City Hall Terrace. In addition, other options are being considered and explored.**
- Budget for and complete Council Chambers/Mt. Olympus Room technology upgrades. **Upgrades complete January 2020.**
- Consider options to better address Upper Canal/Tanner Ditch/irrigation lateral issues. **Discussions with partners underway.**

Priority Area #6: Community/Lifestyle Enhancements

- Continue to monitor public feedback on pickleball surface; consider adjustments to surface if necessary. Council discussion in August of 2019 indicated we will continue to evaluate prior to making changes to surface.
- Continue working with other stakeholders to consider options for the addition of a skatepark in the City. FY 2020-21 budget includes funding for a portion of a skatepark on the southern end of City Hall Park; preliminary design work will begin in Summer 2020, with options for the Council to evaluate estimated for late fall 2020.
- Consider options for development of a trail system along key canals in the City. Open Houses to begin conversation with residents has been delayed until Fall 2020.
- Install decorative bike racks in the Holladay Village area, and work with private businesses and sponsors to support this program. Bike Racks will be installed in Fall 2020.
- Strengthen Holladay Foundation.
- Safety improvements at Olympus High School – New LED Cobra arms have been installed along 2300 E.
- Consider further revisions of Tree Ordinance – work on this item has not yet begun.