



HOLLADAY@20 *Preparing for Tomorrow*

Citizen Advisory Group

Date: Wednesday, May 8, 2019

Time: 6:00 p.m.

Location: John Holladay Room (lower level), Holladay City Hall, 4580 S. 2300 E., Holladay, UT 84117

ATTENDEES:

Citizen Members

John Ashton
Kim Blair
Alan Eastman
Larry Hoffmann
Julie (Yujie) McCracken
John Norton
Jim Wilson

City Council Representatives

Mayor Rob Dahle
Council Member Brett Graham, District 2

City Staff

Gina Chamness, City Manager
Paul Allred, Director of Community Development
Holly Smith, Assistant to the City Manager
Jared Bunch, City Engineer, Forsgren

ABSENT:

Ashlee Yoder

AGENDA

- I. 6:00-6:10 Welcome & Introductions**
- II. 6:10-6:40 Review Community Engagement Efforts (Holly Smith)**
 - a. Community Priorities Survey – Open to all residents May 13
 - b. Message of the Month – Infrastructure Stats / Needs
 - c. City FY19-20 Budget – Highlight Challenges and Needs
 - d. Anniversary Events – Tree Giveaway June 1
 - e. Promo Cards, Banners, Posters
 - f. #3 Open Houses – Tentatively Aug 28, Oct 23, and Jan/Feb TBD
 - g. One-on-One Groups – Group members provide ideas and contacts
- III. 6:40-7:40 Presentation of Unmet Capital Infrastructure Projects and Needs (Jared Bunch)**
 - a. How projects and needs are determined
 - b. How costs are calculated
 - c. Categories of projects identified
 - d. Characteristics of Holladay's infrastructure
 - e. Estimated total cost of identified projects and needs
- IV. 7:40-7:50 Other Business (topics of discussion as brought forward by Group members)**
- V. 7:50-7:55 Next steps and action items (Holly Smith)**
 - a. Next meeting date – June 12, 2019, 6:00 p.m.-7:30 p.m.
 - b. Next meeting focus – Priorities and Criteria
 - c. Email Group regarding interest in chair and vice chair positions
- VI. 8:00 Adjourn**

NOTES

- The meeting began at 6:00 p.m.
- Holly Smith provided an update on community engagement efforts, beginning by sharing findings from the 2018 Community Survey on residents' preferred methods of communication. Roughly 30% of residents currently receive and prefer news via the Holladay Journal's City monthly newsletter insert; 30% would prefer to use the City website, social media, or Nextdoor; and 30% prefer a direct email. Based on this data, the preliminary information sharing for this stage of the campaign has focused on the preferred communication tools of residents. The City hopes to increase the number of residents signed-up for direct email through the H@20 process. Additionally, the 2018 Survey written comments revealed that many residents would like face-to-face engagement opportunities. As indicated on the H@20 timeline, #3 open houses coupled with several one-on-one meetings with established and informal community groups are

planned to begin in early Fall 2019. By focusing on a combination of different engagement methods and tools, the City aims to connect with and receive feedback from a meaningful number of residents.

Holly queried the Group about ideas for the one-on-one meetings. She indicated that all of the City's committees are on the list. Members provided great suggestions, such as HOAs, the North Holladay Community Group, individuals with influence and activism roles, taxpayer association, editorial boards, churches, interfaith council, assisted living centers, AARP, neighborhood groups, school community councils, and others. Holly will compile a list and start to make contact to determine when the groups regularly meetings and if the City can schedule a H@20 presentation. Group members will received an email asking for any contacts they may have and additional ideas.

The Priorities survey responses have already reached the quantitative goal of 400 participants; the survey will be released to all residents after May 13 and results will be shared at the Group's June meeting. Holly also reported on the upcoming messages of the month, which will focus on the City's aged and unmet infrastructure needs and communicate the financial challenges and disparities as part of the fiscal year 2019-2020 budget. The upcoming June 1 Tree Giveaway will provide participating residents with promotion cards featuring the H@20 website. Banners and posters will soon go up around town, too.

- City Engineer Jared Bunch provided a presentation on the unmet capital infrastructure projects and needs of the City. Below are a few highlights:
 - Nearly all of Holladay's entire infrastructure was in place when it incorporated in 1999. Holladay's original area of incorporation has grown through four annexations over the past 20 years. These additions brought limited revenue, more residents, and additional infrastructure, requiring investment and maintenance. Some of the City's planning tools were not updated with each annexation, so these documents and inventories require revisions to reflect the full community need.
 - The H@20 process is the first time the City has compiled a comprehensive list of capital infrastructure projects and needs, and this list is dynamic.
 - A number of resources have aided the City in identifying projects and needs including the General Plan, Storm Drain Master Plan, ongoing maintenance activities, compliance with State laws and code updates, citizen requests, inspections, emergencies and failures, and other needs identified by staff.
 - Costs are determined by previous year costs, engineered cost estimates, and best educated guesses based on past experience and known factors.
 - The following are the categories of projects and needs:
 - Storm Drain and Canals
 - Major challenges include unknown system connections, private property ownership of historical laterals and irrigation ditches, and lack of information on the state of repair.
 - Road, Bridges, Curb and Gutter, and Sidewalks
 - Most efficient use of taxpayer dollars is proactively taking care of infrastructure before conditions deteriorate. One dollar invested in road infrastructure now saves up to \$25 dollars in future reconstruction costs.
 - Holladay has 240 *lane miles* and the pavement condition varies: 21% (108 roads) have a rating between 86-100 (best); 23.7% (122 roads) with rating 71-85; 19.6% (101 roads) at 56-70; 18.9% (97 roads) at 41-55; and 16.7% (86 roads) at 26-40 (worst). Only 7% of the roads in Holladay are owned by other jurisdictions (like UDOT) or private.
 - Major and minor arterial roads are more heavily utilized in Holladay due to the community's curvilinear street network, providing limited east-west and north-south continuous connections.
 - Parks, Trails, and Natural Resources
 - Preliminary study underway to determine if future off-street trails are feasible.
 - Public Works
 - MS4 permit has rigorous standards and addition of park facilities require more City resources.
 - Equipment and Maintenance Purchases
 - City working to establish a strategic vehicle use and replacement plan.
 - City Property
 - City Hall, Public Works Buildings, Holladay Fire Station, Holladay Village Plaza and other elements need improvements.
 - Misc. Capital Projects
 - Interest in pursuing alternative energy solutions, like solar cells on buildings.
 - Arts and Culture

- Desire to continue to building on successful Arts Council programming and other efforts by adding public art and a potential historical museum, among other projects.
 - Information Technology
 - City needs more sophisticated software and hardware upgrades to improve efficiency, resiliency, service to residents, and manage infrastructure systems and programs through GIS, paperless conversion, and other resources.
 - The total of the unmet capital infrastructure projects and needs is estimated at \$69 million. This accounts for all project categories with an investment focus to “steady the ship” and engage in more proactive maintenance for the next 10 years.
- Group discussion and questions ensued both during and after the presentation, as members sought to understand the ownership and condition of infrastructure, how best to communicate the necessity for a lifeline with residents, and how to address questions about how the Cottonwood Mall property fits in with the City’s financial situation. The H@20 process is necessary with or without the development of the Mall site. Some of the Group members queried staff on what is included in the \$69 million total, citing the \$41 million for Roads, Bridges, Curb and Gutter, and Sidewalks seemed too low to address the full need. Staff acknowledged that the included numbers were moderate, aimed at addressing known high priority projects and engaging in a more proactive maintenance strategy to prevent more expensive repairs in the future. There are more robust project needs, but including all that cost may make the price tag too steep for residents to accept. The Group felt like the H@20 process was an opportunity, and suggested the City reconsider its conservative approach. The Group discussed the importance of getting feedback from residents on what they want the community to look like, identify priorities, and understand the relationship between expectations and costs. Photographs and other visuals would be helpful in these communications.
 - An email will be sent to the Group with job descriptions of the Chair and Vice Chair positions before the next meeting. Members will be asked to indicate if they are interested in serving as the Chair or Vice Chair and to recommend Group members to these positions. Staff will compile the results, and pending outcomes, determine if top candidates for each position are near consensus. If they are, the candidates will be contacted prior to the June meeting to see if they are willing to serve and their names will be brought forward to the Group for consideration at the June meeting.
 - The next Group meeting is scheduled on June 12, 2019 and will focus on community priorities, namely the results of the citizen survey, and review of evaluation criteria for infrastructure projects and needs.
 - The meeting concluded at approximately 8:10 p.m.

CITY STAFF ACTION ITEMS

- Finalize the June messages of the month copy for newsletter and other City communication tools.
- Update Council on Group’s May meeting.
- Send email to Group to inquire members about: (1) personal interest and recommendations for the positions of chair and vice chair and (2) ideas for community groups to include in the upcoming one-on-one meetings.
- Work with Y2 Analytics to acquire results of the priorities survey.
- Provide survey results, draft evaluation criteria, and supporting materials for June 12 meeting.
- Send agenda and materials by June 5 to the Group for the June 12 meeting.