



# **HOLLADAY@20** *Preparing for Tomorrow*

## Citizen Advisory Group

**Date:** Wednesday, March 13, 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  
Alan Eastman  
Larry Hoffmann  
Julie (Yujie) McCracken  
John Norton  
Jim Wilson  
Ashlee Yoder

#### 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

### ABSENT:

Kim Blair

### AGENDA

- I. 6:00-6:15**      **Welcome & introductions** (Mayor Dahle)
- II. 6:15-6:25**      **Review role of advisory group** (Gina Chamness)
- III. 6:25-6:40**      **Presentation of project overview** (Holly Smith)
  - a. 4-Step Process
  - b. Preliminary topics of Group meetings for next 12 months
  - c. Community engagement plan
- IV. 6:40-7:10**      **Discussion of meetings and group norms** (Group action items – Holly Smith)
  - a. Draft procedures – review, answer questions, and discuss changes
  - b. Group leadership – selection of chair and vice chair
  - c. Meeting Schedule – proposed 2<sup>nd</sup> Wednesday of every month at 6 p.m.
- V. 7:10-7:15**      **Next steps and action items** (Holly Smith)
  - a. Set next meeting date
  - b. Review items for next meeting agenda
  - c. Community message of the month: Holladay@20 kickoff
- VI. 7:15-7:30**      **Other Business** (topics of discussion as brought forward by Group members)
- VII. 7:30**      **Adjourn**

### NOTES

- Mayor Dahle opened the meeting at 6:00 p.m. He emphasized the commitment of the City Council to the process and stated that the Council understands the current revenue constraints. It is a top priority to identify a solution, but that solution was unknown. The Group will be tasked with finding a recommended solution. The Group and Council will have a nexus throughout the project steps to ensure both bodies are progressing towards a solution together with resident feedback and input. Councilman Graham echoed the Council support. This process is the highest priority of the City and both the Council and City staff are dedicated to ensuring its success.
- Group members introduced themselves and shared their experience and interest in the project; the Group would like to share their bios and establish a contact list.
- Gina Chamness provided an introduction to the Holladay@20 Celebrating Two Decade and Preparing for Tomorrow campaign. The Citizen Advisory Group may want to meet with the Anniversary Committee to

establish a relationship to capitalize on event synergy. Gina also shared more details on the role of the Group and the relationship of the Group to the Council and residents.

- Members discussed a variety of questions and comments related to the overall process including the benefit of having a Capital Improvement Plan for prudent decision making and future planning; need to address the relationship of the H@20 process with the status of the Cottonwood Mall site; acknowledgment that our longstanding community is challenged with aged infrastructure; and concept of trade-offs, among other topics.
- Holly Smith summarized the 4-step process, provided the preliminary outline of meeting focuses for the next 12 months, and charted the community engagement plan. The current road map is flexible. The Group may adjust the schedule to provide more time for review and decision making, form an ad hoc committee for the exploration of specific issues, or reduce time on certain issues. The goal is to have a recommendation on a potential solution to the City Council by March/April 2020, which aligns with the annual budgeting cycle.
  - Members discussed a variety of questions and comments including the need to educate residents on property taxes and the good value they are receiving; observation on the civic ownership and pride residents feel in Holladay; suggestion to make sure project discussions include other agencies; ensure community engagement helps residents understand why their priority project may not be at the top of the list; exploration of revenue options is needed; and consideration of how infill development impacts capacity and wear on facilities.
- The Group reviewed draft Group procedures. Councilman Graham suggested adding the word “near” consensus building under the section “Decision Making Process” to help address a question about voting.
- Holly will serve as the project manager and primary City staff point of contact for the process.
- The group will forego hard-copy materials and use a Dropbox as an information vault.
- The Group will consider selecting a chair and vice chair at their April meeting.
- The Group will hold regular meetings on the second Wednesday of every month at 6 p.m. with the next meeting on April 10, which will focus on existing budget and financial information.
- The public information message for the coming month will focus on the Holladay@20 Celebrating Two Decade and Preparing for Tomorrow campaign.
- The meeting concluded at 7:30 p.m.

## **CITY STAFF ACTION ITEMS**

- Develop and share Group contact list.
- Draft bios for each Group member for review, and then share all bios with Group.
- Establish Group Dropbox for use as an information vault.
- Finalize public information copy for newsletter, e-blasts, and social media to kickoff campaign with the community.
- Update Council on Group kickoff.
- Setup recurring calendar invite for Group meetings for the next year.
- Prepare budget and financial information materials for April 10 meeting.
- Send agenda and materials by April 3 to the Group for the April 10 meeting.