

HEBER CITY CORPORATION
Public Safety Building – Community Room
301 South Main Street
Heber City, UT 84032

Special City Council Meeting
January 20, 2024, 8:30 a.m.

2024 Annual City Council Strategic Planning Retreat – Day 2

DRAFT Minutes

I. WELCOME and RECAP DAY 1 – 8:30 A.M. Mayor Franco and Matt Brower

Mayor Heidi Franco called the meeting to order at 8:38 a.m.

City Council Present:

Mayor Heidi Franco
Council Member Yvonne Barney
Council Member Aaron Cheatwood
Council Member Mike Johnston
Council Member Sid Ostergaard
Council Member Scott Phillips

Staff Present:

City Manager Matt Brower
Assistant City Manager Mark Smedley
Community Development Director Tony Kohler
Planning Manager Jamie Baron
City Engineer Russ Funk
Chief of Police Parker Sever
Finance Director Sara Jane Nagel
Human Resources Manager Cherie Ashe
Public Works Director Matthew Kennard
Heber Valley Airport Manager Travis Biggs
Parks and Cemetery Director Mark Rounds
IT Specialist Anthon Beales
City Attorney Jeremy Cook
City Recorder Trina Cooke
Justice Court Judge Randy Birch

Also Present: Planning Commissioner Phil Jordan, Wasatch County Council Member Eric Rowland, Wasatch County Manager Dustin Grabau, Wasatch County Parks and Recreation Director Tom Bonner, County Council Member Mark Nelson, County Council Member Kendall Crittenden, Ryan Bunnell, Scot Lythgoe, Michael Moulton, Bryan Hansen, Mason Bouck, Aaron Henegar, and others who did not sign in or whose signatures were illegible.

II. BREAKFAST – 8:35 a.m. Working Breakfast

III. STRATEGIC TOPICS – Presentations and Discussion – 8:40 a.m.

1) Envision Central Heber:

a) Downtown Transformation in Progress (20 min)

City Manager Matt Brower provided a presentation of the proposed downtown renovations and improvements as included in the meeting materials.

b) Downtown Branding Initiative (30 min)

Consultant and City PIO (Public Information Officer) Ryan Bunnell presented options to increase a community identity for downtown Heber City.

Resident Steve Anderson had purchased the Ideal Theatre and planned to purchase the Avon Theatre. He shared his vision for the theaters on Main Street to be transformed into locations for family fun, for the youth of the Valley to gather, and to host events and concerts.

Chamber of Commerce Director Dallin Koecher provided their hope to create a vibrant downtown community that would draw locals, and thereby visitors, including a local nightlife. The City and Chamber, working together, had contracted Roger Brooks to assist with the downtown make-over.

c) Preserving Pedestrian Path--50 West (25 min)

d) Programming Downtown (10 min)

Community Development Director Tony Kohler described a plan to create a walkable downtown including the amenities to draw locals and visitors. He shared images of a possible alleyway with retail shops and restaurants through the heart of downtown.

e) Downtown Parking-What's on the Drawing Board (20 min)

Mr. Kohler provided parking options to accommodate the visitors being drawn to the proposed downtown amenities.

f) CRA Interlocal Agreements Status (20 min)

City Manager Matt Brower updated those present on the status of the City's CRA (Community Reinvestment Agency). The City continued to work with the Wasatch County Council and School District.

IV. OPEN PUBLIC COMMENT – 10:45 a.m.

Mayor Franco read two public comments as attached to the end of these Meeting Minutes. No one else from the public came forward to comment.

V. BREAK – 10:50 a.m.

VI. WORKING LUNCH: – 11:00 a.m.

VII. STRATEGIC TOPICS – PRESENTATIONS AND DISCUSSIONS: – 11:00 a.m.

- Discussion with Wasatch County Council & Heber Valley Railroad Board)
Art & Recreation District Vision (30 min)—Presentation by Lars Anderson & Mason Bouck of Consor

Bryan Hansen, Aaron Henegar, and Mason Bouck with Consor were present to share the trail information and proposed railyard. Mr. Hansen presented design images of the proposed railyard and Rail Trail as included in the meeting materials.

Mark Nelson, Director of the Heber Valley Rail Road and member of the Wasatch County Council, recalled the County's decision to move the Cowboy Village trailer Park and noted the amount of time it took. He expressed appreciation for the proposed rail yard and trail plan and shared additional uses proposed for the railyard and train ride theme ideas such as a dinner train and a bicycle carrying car.

Dustin Grabau, Wasatch County Manager, expressed his desire to work with the City in partnership.

Tom Bonner, Wasatch County Parks and Recreation Director, indicated a need for additional sports fields and facilities

Wasatch County Council Member Eric Rowland recognized the difficulty of navigating competing interests between the County and the cities within. He hoped the County and Heber City would work together to create a remarkable destination.

City Council Members expressed support for the proposed improvements to the rail yard and trail. Roundtable discussion between the City and County Council Members continued.

- Heber Urban Boundary & Heber Valley Corridor (30 min)

This agenda item was skipped.

VIII. BREAK: – 12:00 p.m.

IX. STRATEGIC PLANNING PROCESS – COUNCIL ROUNDTABLE DISCUSSION – INSIGHTS FOR FY 24-25 PRIORITIES: – 12:15 p.m.

- Presentations from Council members
Identifying particular areas of priority & common policy interests

Each Council Member identified project priorities they wished to see the City focus on.

X. STRATEGIC PLANNING PROCESS: MOVING FORWARD

- Council agreement upon final policy and budget priorities for FY 24-25

The finalized version of the Council's Strategic and Budget Priorities is attached to the end of the meeting minutes.

XI. DOWNTOWN HEBER ROADWAY CROSS SECTIONS – 2:15 p.m.

Community Development Director Tony Kohler presented information for angled parking and street cross-section solutions as included in the meeting materials. Discussion followed.

XII. WRAP-UP/ASSESS THE DAY'S WORK/OVERVIEW of DAY TWO: – 3:15 p.m.

Motion: Council Member Phillips made the motion to adjourn. **Second:** Council Member Cheatwood seconded the motion. The meeting adjourned at 3:28 p.m.

Trina Cooke, City Recorder

From: James Ross <[REDACTED]>
Sent: Thursday, January 18, 2024 4:11 PM
To: City Council <citycouncil@heberut.gov>
Subject: (EXTERNAL) Strategic Planning Ideas

Good afternoon.

My name is James Ross. I live in Heber City "Cobblestone" and operate the CrossFit Gym on Mainstreet and I am also a Realtor with an office in Midway at Fathom Realty.

I received your Newsletter in my Heber City bill and would like to suggest a few ideas that I have and if they can be considered. I will keep it super short and simple.

1. Replace the two pedestrian crosswalks with pedestrian bridges over the road to improve traffic flow and reduce risk to pedestrians. This will also free up staff that is needed to guard the crosswalks during school hours.
2. Remove a portion of the grass at the city park on main street on the North, East, and West sides and create more parking space for events, food trucks that are now parking across from Wasatch Auto at the City Building and for access to businesses in town. The food trucks could even pay a small fee to the city to park their food trucks and serve customers and will create more revenue for the city. This will reduce road parking on main street as well as reduce the neighborhood parking in front of resident homes, especially on Thursdays Farmers Market during the summer. Another added benefit will be the reduction of water consumption due to the smaller amount of grass to take care of.
3. Another location to improve street parking would be the Heber City Police Department, There is a very large area of grass there that could also be removed and made into more public parking. This area could also be a revenue maker instead of an expense for Heber City if you were to provide transportation to resorts and charge for parking.

Thank you for all you do for our city and for allowing input. -James Ross [REDACTED]

From: Christen Thompson <[REDACTED]>
Sent: Monday, January 15, 2024 7:26 PM
To: City Council <citycouncil@heberut.gov>; Heidi Franco <hfranco@Heberut.gov>
Subject: (EXTERNAL) Suggestion for stop signal or near 600 N Mill rd

Hello City Council,

I wanted to suggest putting a stop sign at 600 N on Mill Rd or at the cross walk on 530N and Mill rd.

I have seen 2 accidents in the last two years here. One right at 600 N and mill rd and one south around 450 N.

People are already going too fast on Mill rd and I am concerned that when the new roundabout opens on Heritage Farm road people will be coming off a 35 mph rd and N Mill Rd will become even more dangerous.

Another option is now that we will have an eastern bypass of sorts with the Heritage Farm road it makes sense to follow the example of other cities like Evanston Wyoming, and make side streets safer for pedestrians, cyclists and motorists by lowering the speed limit to 20 MPH.

What do you think?

Will you consider a stop sign and or lowering the speed limit?

Thanks!

Christen Thompson

Heber City Strategic Annual Retreat

FY 24/25 Council Policy & Budget Priorities

Established January 20, 2024

Policy/Budget Priorities					
Priorities	Description/Strategy	Operationalizing Strategy			
		Target	Responsible	Status	
2034 Olympic Games Focus	Begin identifying and executing on opportunities to leverage the 2034 Olympic Games to advance Council’s priorities and economic opportunities for Heber City.	10 Year Planning and Execution Window—year one is 2024.	MB/CC		
Envision Central Heber 2050 * Execution Phase* -Main Street District (MSD) -Arts and Recreation District (ARD) -Central Neighborhoods (CN)	Executing Envision Central Heber plans by making specific investments intended to realize the Vision. (Relevant items to be included in FY ’25 budget.)	MSD 1-Q4 ’24	1.RF/MB	1.TBD	
		MSD 2-FY ’24 for fire station & HL&P Bldg. FY ’25 for County Adm. Building	2.MB/JC	2.Offers made to County & HL&P	
		MSD 3-Q4 ’24	3.TK/MB	3.Plan presented to CC on 1/20/24	
		MSD 4-Q4 ’24	4.TK/MB	4.Plan presented to CC on 1/20/24	
		MSD 5-Q3 ’24	5.MB	5.Bidding in February ’24	
		MSD 6-Q3 ’24	6.MB	6.Bidding in February ’24	
		MSD 7-Q3 ’24	7.TK/MS/RF	7.Plan presented to CC on 1/20/24	
		MSD 8-Q2 ’24	8.RF	8.Plan presented to CC on 1/20/24	
		MSD 9-Q4 ’24	9.DK/MB	9.Contract executed on 1/29/24	
		ARD 1-Ongoing	1.MB/CC	1.Initial plan presented to CC on 1/20/24	
Envision Central Heber 2050 * Visioning Phase*	Envision Central Heber 2050 is a stakeholder driven initiative to explore, identify and implement an executable plan for central neighborhoods, Main Street and Tourism Recreation District.	1.Q3 ’24 2.Q2 ’24 3.Q3 ’24	1.TK 2.RB 3.TK	1.Underway 2.Initial ideas presented to CC on 1/20/24—next step in March ’24 3.Initial policy plan discussed by CC on 1/20/24	
Community Reinvestment Agency (CRA)	Execute Remaining Interlocal Agreements	1-Spring ’24 2-Spring ’24	MB	In negotiations	

Policy/Budget Priorities					
Priorities	Description/Strategy	Operationalizing Strategy			
		Target	Responsible	Status	
Central Heber Water & Sewer Infrastructure Replacement	Develop and implement strategy for replacing aged and unreliable infrastructure (i.e. water and sewer) in Central Heber area of the City.	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1.SN 2.RF	1) Ongoing 2) Ongoing	
Pressurized Irrigation (PI)	Meter installation on existing system and strategic expansion	1-Project construction	RF	Ongoing	
Transportation Focus	Execute on key Council transportation initiatives.	1-Assess opportunities for improving capacity and safety on 600 S & Main. Conduct as part of Roads Master Plan Addendum. 2-Design road improvements for 100 W from 5 th N. to 6 th S. for improving pedestrian experience—not to be built at this time, but designed to facilitate private projects in the area (City likely to fund at later date). Delay 100 E. design and improvements until demand for redevelopment in area. 3-Complete Section B of Heritage Farms Parkway 4-Right sizing roads—conduct work meeting with City Council to better understand intent and challenges of “right sizing roads.” 5-Consider Center Street Improvements—conduct work meeting with City Council to explore reasonable, viable and affordable improvements.	1-RF 2-RF 3-RF 4-TK/RF 5-RF/TK		
Water System Redundancy	Provide for critical water system redundancy to reduce risk of system interruptions.	1—Electronic Security 2—Pumps 3—Electrical backup	MK		
Affordable Housing Plan	Move the needle on developing and realizing affordable housing in Heber community.	1-Managing Affordable Housing (AH) Deed Restrictions A) Verify Mountain Lands Community Housing is actively managing deed restrictions for all of Heber’s deed restricted properties. Develop and maintain relationship with Mountain Lands Community Housing. 2-Affordability Ideas A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) B) Explore City owned land opportunities, swapping land, use of County and/or District property for AH C) All projects to have permanent deed restrictions D) Evaluate utilization of different housing types E) Evaluate government funding opportunities F) “City Purchase Land” (Governor’s Initiative) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber 4-Subject Matter Experts A) Look to partner with AH expert to help move needle on establishing affordable housing in Heber City.	TK/MB		
Cemetery Adm. Building	Cemetery Master Plan identifies development of new cemetery/parks office building as a key priority.	1-Construct building.	MR/MB	Project to be bid in February ’24.	

Policy/Budget Priorities						
Priorities	Description/Strategy	Operationalizing Strategy		Target	Responsible	Status
Main Street Trees	Main Street trees are not uniform in size or shape and have a history of disease and premature death.	1-Undertake assessment to pinpoint root cause of premature tree mortality and poor health 2-Develop plan to address and solve root cause of tree mortality and poor health 3-Fund Plan—including funding in FY '25 budget. 4-Implement Plan		1,2&3:by July 1, '24	MR	
				4-FY '25		
		1-Execute on Ground Lease and Parking Agreement 2-Continue strong relationship with stakeholders—WCAC & Jordanelle Ridge		1-Ongoing 2-Ongoing	CC/MB/JC	1-Ground Lease & Parking Agreement adopted in Jan. '24. 2. Ongoing
		1-\$50k escrow for train depot—investigate alternatives 2-\$20k Phase 2 signage		Funding will likely be in FY'24.	MS	
Historic Preservation	Support recommendations of Heritage Committee for preserving and relocating train depots			1-Q2 '24 2-Q2 '24	SN/RF	
Trail Maintenance Reserve and Linkage	Council priority to execute on City's trail master plan closing gaps in existing trail networks and ensure sufficient reserves are set aside annually to maintain trails.	1-Incorporate funding for trails in FY '25 budget 2-Establish restricted reserve account to fund annual maintenance costs				
Dark Sky	Heber City is committed to the preservation of Valley night sky	1-Present overview of dark sky policy to CC. 2-Enforce adopted dark sky policies. 3-Transition all City facilities to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Implement dark sky awareness campaign for private property owners/incentives		1-Q2 '24 2-Funding FY '25 3-FY '25 4-Ongoing 5-Ongoing	1-TK 2-PS 3-MR 4-MB 5-RB	
Heber Valley Corridor Planning/Beautification	Meeting in 2x2 with area local governments to develop unified plan for key bypass elements.	1-Hold recommended Wasatch County Interlocal 2:2 meeting(s) to explore strategies for planning, beautification, land protection, etc. Remove all nexus with HOAs.		1-Q1 '24	SP/SO	Meeting to be set by County
STR Policy Update	City Council supports an amendment to City's STR policy			Q 1 '24	TK	
Year of the Parks Continued	Begin construction on Phase 1 of Murifield Park Expansion and Coyote Springs Park	1-Complete parks designs for both parks. 2-Complete construction on phase one for both parks		1-Q4 '24 2-Q4 '24	MR/MB	

Heber City Council 2023 Strategic Retreat Action Register
Established January 11, 2023

Execution Strategy					
Action Item	Description	Target	Responsible	Status	
2023/2024 Action Register Items Continued					
Inclusive Play Ground	Assess inclusive playground opportunities in Wasatch Vista, Muirfield, Coyote Springs and Main City Park.	July 1, 2024	MR	Ongoing	
Open Access Fiber Agreements	Complete agreements with STRATA for N. Village area	ASAP	MB/JC	In negotiations	
Airport Fee Analysis	Complete airport fee analysis (will need to consult with airport attorneys on timing to commence work).	March '24	TB	Underway	
Parks Standards	Establish city-wide park standards (NVOZ as an example)	Q1 '24	MR/MS	Standards reviewed by PC on 9/12/23	
GIS	Implement GIS software City wide—GIS and City Works combined.	Q3 '24	RF	Underway	
N. Village Preservation Fee	Present to City Council alternatives for uses N. Village Preservation Fee	Q2 '24	TK	Underway	
Staffing Assessment	Complete staffing assessment for FY '25 budget	March '24	CA	Underway	
Web Site Update Finished	Complete Update	March '24	RB/MS/AB	In development	
2024/2025 Action Register Items					
Business License Fee Update	Business License Fee Analysis	March 1, '24	SN	Underway	
Cross Street Addendum	Adopt transportation plan in Feb '24 and commence addendum work immediately thereafter. Cost \$50-\$100k—include funding in FY '25 budget.	Q4 '24	RF		
Round-a-bout Art	Execute on plans to place art in round-a-bouts—use TAP tax as a source of funding	Ongoing	MB/TC	Underway	
Airport Impact Fees	Investigate feasibility of establishing airport specific impact fees	Q1 '24	JC		
Park Storage Areas	Evaluate strategic—short and long term—means for increasing park storage capacity.	Q2 '24	MR		
Recycling	Improve Heber City organization's recycling ethic – document what is done now and what can be improved. Including how the City can better communicate private recycling services to the general public.	Q2 '24	MS/RB		
Muirfield Park Private Gardening Plan	Support Heber Valley Self Reliance goals for investing in community garden at Muirfield Park.	Ongoing	MS/MR/CC		
Flood Channel Study	Undertake flood channel study. Include funding in FY '25 budget estimated at \$50 - \$100k	FY '25	RF		
Communication Enhancements	Improve on the following communication areas: 1—Employee info internally 2—Calendar of public meetings—emphasize opportunities to give public input 3—Outreach on projects—details on project and/or where to go for info (videos)	Q2 '24	RB		
Small Business Support	Work with Dallin Kocher to develop specific training opportunities and leverage for staff development	Q3 '24	MB		
Process Mapping of Key Internal Practices	Develop strategy to document key internal processes... 1-Finance 2-Building 3-Community Development	Commence in Q2 '24	SN/TK		
Establish Library/Hub for Funding Park Amenities	Create program for encouraging public donations to public parks and place info on City website.	Q3 '24	RB		
Day Care/Senior Center	Explore how City zoning and/or “red tape” is adversely impacting establishment of such businesses.	Q2 '24	TK		
City Offices Net Zero	Look into other cities efforts to seek implementation ideas	Q3 '24	MS		
Code Enforcement	Special code enforcement emphasis... 1-Enforcement with fines – look into tracking software and include budget request in FY '25 budget. 2-Downtown weed control	1-Q2 '24 2-Ongoing	PS		