

COTTONWOOD HEIGHTS HISTORIC COMMITTEE MEETING
WEDNESDAY, November 13, 2019, 5:30 P.M. CITY HALL
MINUTES

ATTENDANCE:

Members: Beverly Beckstead, Paul Benner, Allen Erikson, Jim Kichas, Carol Woodside
Excused: Don Antczak, Melinda Hortin
Staff: Tali Bruce, City Council; Ann Eatchel, Culture Mgr.; Paula Melgar, HR/Culture Director
Guests: Alan Barnett & Heidi Steed, Utah State Archives

WELCOME

Jim Kichas, Chair, welcomed the group.

MINUTES APPROVAL

The October 9, 2019 meeting minutes were approved by motion and second.

PUBLIC COMMENT

None

CITY UPDATE

Tali reported on CH City business. Grant. She distributed information, forwarded to her by a resident, regarding a \$25,000 funding opportunity titled *The Asphalt Art Initiative Grant Program* which, she suggested, might tie in with our utility box historic art project. 2019 Elections. At the close of November 5 elections, Doug Peterson (Dist. #1) and incumbent Scott Bracken (Dist. #2) were elected to City Council. Gravel Pit. The application to develop the north end of the gravel pit has been submitted to City Council. There are some questions regarding geological sites and further trenching yet to be resolved.

Ann reported on City/Committee activities. The City's holiday festivities will officially begin on 12/2/19 with Light the Heights at City Hall. Also, the Arts Council will present a play, The Best Christmas Pageant Ever on Dec 7 & 9 at Butler Middle School. The Volunteer Appreciation Dinner will be held January 30, 2020. Book Poster/Trail Map. The *Did You Know?* subject on this month's lobby book poster is the *Big Cottonwood Canyon Trail*. It was suggested the trail map, shown on the poster, should be permanently posted on the City Hall bulletin board. Also, we will soon need to print more of these maps, a cost which will come from our committee's budget. 2020 BVD Float Design. Ann passed around a drawing of her plan for the 2020 BVD float, showing a stagecoach/history theme titled *CH Staging the Pioneer Spirit*. The theme emphasizes diversity in the community, and she asked the group to send her ideas on the subject. Historic Display/2020 Elections. The Arts Council has agreed our group will be responsible for the City Hall lobby display in October 2020. This may be a good opportunity for book sales, as the display will have wide exposure to individuals waiting to vote.

HISTORIC COMMITTEE ARCHIVE DISCUSSION

Jim reminded the group the time is now to streamline our archives, so they are ready to present compelling historical information in 2020. He then introduced Alan Barnett and Heidi Steed, from the Utah State Archives, who along with Jim had met earlier this evening with City officials Tim Tingey and Ann Eatchel. The result of that meeting was CH City has agreed we can use Utah State Archive personnel to bring our archives to a professional standard. Alan Barnett began the conversation by defining how the State Archives could facilitate this process.

The Utah State Archives is a state agency tasked with helping government agencies throughout Utah preserve their records to maintain a history of government in the state. Alan and Heidi are the team who travel throughout the state and interface with local governments. The services they provide are as follows. Microfilming. They are the only place in the state still providing this service as a backup copy of records. Digital Copies of old originals which can be safely stored. Municipality Consultation regarding handling, storage, cataloging old records. Their Storage Facility is climate controlled in archival boxes, to assure preservation long term. They maintain an online Website where records (birth/death records, constitutions, etc.) are digitized, and a Research Center which provides the public a place to research records.

Advantages of Partnership with State Archives. It was explained that our historic records (text, memorabilia and photographs) are part of the CH City archives. Partnering with the State will provide a free service including appropriate information review, climate-and-humidity-controlled storage (60 degrees temperature and 40% humidity is maintained), and information availability (both physically and digitally) on a temporary or permanent basis. Utah State Archives is a joint research facility including offices and storage (constructed using the 2004 earthquake standard), which is located at the old Rio Grande Train Station. It was decided if we go forward, a field trip to their facility will be planned. Alan and Heidi were excused.

OLD BUSINESS

Jim led the discussion. Webpage Bios. The group was thanked, as biographies have been received from all but three members. **Carol will follow up.** New Members. A call for new members has gone out, and two responses have been received. All interviews are conducted by the City Manager. We were reminded Elliot Christensen is still interested in membership, and it was suggested he should complete an application (which is available online). 3-D Modeling. This project has been discussed with the CH City Manager, who has requested **Jim obtain a copy of the project's Model Use Agreement for the CH City Attorney to review. Also, the Old Mill property owner still needs to be contacted. Jim will work with Tali on this issue.** Utility Box Wraps. It was reported, cities already wrapping utility boxes, have had no problems with graffiti so far. Grant Application. Due to our short application time period, and the technicality in the application's preparation, it was suggested we postpone submitting a grant application for this project for now and include it in our 2020 strategic plan discussion. BHS Time Lapse Photos. Ann reported the good news that the construction company has been taking weekly drone photos of the construction project and is willing to turn over a copy to us once the project is complete. Our group thinks it would be of interest to the community if we could put these photos on our website.

NEW BUSINESS

New HC Master Strategic Plan. Jim emphasized it is paramount is for the Committee to develop a strategic plan covering 2020 and beyond, which sets firm goals, and develops annual projects that are aligned with and meet these goals. In the interim, between now and our January meeting, these are things we can all collaborate on through email and shared documentation. This will give us direction and a path forward, which ultimately must be reviewed by the City Manager. The archive issue continues to come forward as one we should tackle first, as it is the underpinning for a lot of the

other initiatives we have discussed. Ethically, if we ask people to entrust us with their historical information, we need to be responsible with specific standards for the care and storage of the information entrusted to us. In this vein, Jim asked for the Committee's thoughts, and the committee agreed.

2020 Master Plan Motion. By motion and second, the 2020 Master Plan was defined. It lays out the vision, mission, values and high-level goals the Historic Committee is trying to accomplish, and then slots in projects that align with those goals. The two initial goals to be accomplished are: First, put in place appropriate archiving for historical information and Second, prepare an appropriate Historical City Hall Lobby display in October. The motion passed unanimously.

Open Trails Committee Collaboration. Jim was recently approached by Ronna Cohen, chair of the Open Trails Committee. This committee is working on a project to develop CH walking trails brochures and they think there could be potential collaboration with our committee. They are presently gathering information about trails within the city. Their question is could we supply information about historic sites that might be located along the walking trails and provide historical context that would help make their project bigger and better. As the information they need from us has not been clearly defined, we would like to know more about this project. Ronna will be invited to address our group at a future meeting.

Kasuga Strawberry Farm/Roundabout Signage Assignment. Our committee has been asked to help with the signage for the roundabout to be constructed on the intersection of Bengal Blvd. and 2300 East. The city will pay for the monument and have asked us to provide the wording about the berry farming and Japanese families who did the farming in early days in our community. There is information in our book that discusses the issue. Discussion commenced about this project which is still in the planning stage. More information will be forthcoming. It was suggested that Gayle Conger be invited to work on this project, as she was in on the original meetings with UDOT.

ADJOURN: There being no further business, by motion and second, the meeting adjourned at 6:30 p.m.

NEXT MEETING: **Wednesday, January 8, 2020, 5:30 p.m.**