

Pleasant Grove City Council Meeting Minutes
April 1, 2014
6:00 p.m.

PRESENT:

Mayor: Mike Daniels

EXCUSED:

Council Member Ben Stanley

Council Members:

Dianna Andersen
Cindy Boyd
Cyd LeMone (arrived at 6:31 p.m.)
Jay Meacham

Staff Present:

Scott Darrington, City Administrator
Tina Petersen, City Attorney
Dean Lundell, Finance Director
David Larson, Assistant to the City Administrator
Deon Giles, Parks and Recreation Director
Degen Lewis, City Engineer
Ken Young, Community Development Director
Sheri Britsch, Arts and Culture Director
Kathy Kresser, City Recorder
Marc Sanderson, Fire Chief
Mike Smith, Police Chief
Lynn Walker, Public Works Director

Other:

John Goodman, Public Works Street Superintendent
Greg Woodcox Public Works Water/Sewer Superintendent
John Scheiss
Amy Lindstrom

The City Council and staff met in the City Council Chambers at 86 East 100 South, Pleasant Grove, Utah.

1) **CALL TO ORDER**

Mayor Daniels called the meeting to order and noted that Council Members Andersen, Boyd, and Meacham were present. He announced that Council Member LeMone would be arriving late and Council Member Stanley has asked to be excused.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Ms. Amy Lindstrom.

3) **OPENING REMARKS**

The opening remarks were given by Public Works Street Superintendent, John Goodman.

4) **APPROVAL OF MEETING'S AGENDA.**

ACTION: Council Member Andersen moved to approve the meeting agenda. Council Member Meacham seconded the motion. The motion passed with the unanimous consent of the Council.

5) **CONSENT ITEMS:**

- a) **City Council and Work Session Minutes
City Council Minutes for March 4, 2014**
- b) **To consider for approval paid vouchers for (March 21, 2014.)**

Council Member Andersen referred to the paid vouchers, and asked if all departments have drug testing. Administrator Darrington replied that individuals who have CDL licenses are required to be drug tested. Additionally, if there is a specific incident where someone gets in an accident they are also required to be drug tested. Attorney Petersen added that the Pleasant Grove currently does not have a city-wide random drug testing policy.

ACTION: Council Member Boyd moved to approve the consent items. Council Member Andersen seconded the motion. The motion passed with the unanimous consent of the Council.

6) **OPEN SESSION**

Mayor Daniels opened the open session.

Pete Blake gave his address as 29 South 2000 West and identified himself as the Chair for the Sam White's Lane Neighborhood. Mr. Blake explained that most of the property in his neighborhood was annexed into the City in 1993. As part of that annexation, Resolution 93-3 was passed by the City where certain rights and promises were outlined to entice residents to agree to the annexation. One of the terms of that resolution states:

"...The present designated zoning is rural residential. Any future zoning changes will take place as property owners apply for and are granted zone changes on their property."

Mr. Blake stated that one of his neighbors has expressed an interest in tearing down his existing home to rebuild a new one. Staff informed him that zoning requirements do not allow for this and that he would have to apply for a zoning variance. Mr. Blake asked if Resolution 93-3 was still being enforced. He felt that if this is still a binding agreement, there should not be any reason why his neighbor can't build a new home on his property. Mr. Blake requested that the City discuss whether or not this resolution is still being enforced and convey that discussion to the neighborhood residents.

Mayor Daniels stated that the Council is unable to make decisions during an open session. He clarified that Mr. Blake's understanding is that Resolution 93-3 allows the neighborhood residents to have Rural Residential zoning in perpetuity. Mr. Blake replied that the resolution indicates that the property would be zoned Rural Residential, until such time as property owners apply for and are granted zone changes. To date, there have not been any requests to change the zoning from Rural Residential to something else. Mr. Blake noted that there are other provisions in the resolution that allow usage of the ground for agricultural purposes. He expressed concern with the City not upholding the agreement, as it could potentially jeopardize the residents' ability to use their wells for water. Mayor Daniels replied that as a Council they would request that City staff work with Mr. Blake on the matter.

Administrator Darrington assigned Attorney Petersen, Director Young, and Engineer Lewis to the project. Attorney Petersen stated that she has reviewed the document and that part of staff's initial response to the request of Mr. Blake's neighbor was based on Attorney Petersen's interpretation of Resolution 93-3. She was happy to further discuss the matter outside of the meeting. Mr. Blake was aware of Attorney Petersen's interpretation and stated that the residents of Sam White's Lane Neighborhood disagree with her conclusion.

Mayor Daniels inquired as to Attorney Petersen's interpretation of the resolution. She responded that the City already rezoned the property and all of the property owners were notified of the rezone. The appropriate time for residents to make their requests would have been at the time the property was rezoned. Attorney Petersen felt there were drafting errors with the document at the time that it was created in 1993, as the person who drafted it probably did not anticipate that the matter would ever come up for general rezoning by the City. Attorney Petersen stated that she spoke with the neighbor and if he is still not satisfied with the City's response, they can further discuss the issue. She noted that she had already spoken with Director Young. Since the area is prime commercial property, it isn't a good idea to allow someone to rebuild a home in an area that could develop commercially within the next five years.

Mayor Daniels requested that the issue be taken offline. If further action is required he recommended the matter be brought to the Council at that time. After additional discussion, Council Members Boyd and Andersen asked to be included in future conversations on the matter.

Aaron Alder gave his address as 1131 East Mahogany Lane and expressed concern relative to the fact that a violent sex offender will be moving into their neighborhood this month. He stated that there are several teenage girls in the neighborhood, including his own daughter. He wanted to know if as a neighborhood and a City there was anything that could be done to protect themselves.

Police Chief, Mike Smith, stated that there are several sex offenders that live in the City and they are required to provide their address. In addition, the Police Department has detectives in the Sex Crimes Task Force who are assigned to monitor and check up on those individuals. Chief Smith wanted to assure Mr. Alder that individuals in this status are not ignored or forgotten by the Police Department. It was determined that the open session was not the appropriate forum to continue the discussion. Accordingly, the Mayor encouraged Mr. Alder to meet with staff for additional information.

There were no further public comments. Mayor Daniels closed the public session.

7) **BUSINESS**

A) **TO CONSIDER FOR ADOPTION A PROCLAMATION DECLARING SATURDAY, APRIL 26, 2014 AS ARBOR DAY. PRESENTER: DIRECTOR GILES.**

Parks and Recreation Director, Deon Giles, announced that this will be the 16th year in a row that Pleasant Grove City has been awarded a Tree City USA designation. This year, the Parks and Recreation Department desires to plant 16 Cherry Maple trees at the Manila Discovery Park. It was confirmed that it would be part of a scout project and that the trees have already been ordered. Mayor Daniels read the proclamation.

ACTION: Council Member Boyd moved that the Council adopt a Proclamation declaring Saturday, April 26, 2014, as Arbor Day. Council Member Andersen seconded the motion. The motion passed with the unanimous consent of the Council.

B) **TO CONSIDER FOR ADOPTION A RESOLUTION (2014-010) AUTHORIZING THE PLEASANT GROVE CITY PARKS AND RECREATION DEPARTMENT DIRECTOR TO SUBMIT APPLICATION FOR THE 2014 UTAH COUNTY COMMISSION MUNICIPAL RECREATION GRANT FOR IMPROVEMENTS TO BE MADE TO RECREATIONAL FACILITIES THROUGHOUT THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE. PRESENTER: DIRECTOR GILES.**

Director Giles stated that this year the grant is worth around \$20,000. The Parks and Recreation Department would like to use the funds to improve many of Pleasant Grove's playgrounds. Director Giles proposed installing 10 pet cleaning stations throughout the Murdock Trail System. He also proposed installing two shade covers that would be similar to pavilions but made out of cloth. One of the shade covers would be for the swimming pool and the other would be for Manila Creek Beach.

Council Member Meacham asked if there was a funding match required for the expenses. Director Giles stated that one is not required for this grant. Council Member Meacham asked what the City's chances are of being awarded the grant. Director Giles replied that it is usually a 99.9% likelihood. He noted that the City has been awarded these grants in the past. Council Member Meacham asked what is required to qualify for the funds. Director Giles explained that the grants are based on the County Tourism Tax. The money is then divided up to among various areas based on population. He added that the monies have to be used for tourism or recreational purposes. Director Giles explained that if the City wants to delay applying for one year, the funds can be rolled over to the next year in order to make a bigger purchase.

ACTION: Council Member Meacham moved that the Council adopt a Resolution (2014-010) authorizing the Pleasant Grove City Parks and Recreation Department Director to submit application for the 2014 Utah County Commission Municipal Recreation Grant for improvements to be made to recreational facilities throughout the City; and providing for an effective date. Council Member Andersen seconded the motion. A voice vote was taken, with Council Members Andersen, Meacham and Boyd voting "Aye". The motion carried.

C) **DISCUSSION ON PIPE PLANT PROPERTY.**

Administrator Darrington explained that there have been previous conversations about establishing a master plan for the Pipe Plant property, which the City purchased in July 2013. Staff put together master planning ideas and presented them to the Council in January of this year. During tonight's discussion staff wanted to focus on the footprint size of the detention basin and whether or not the City wants to place a Public Works facility in that area. Administrator Darrington explained that the most consideration will be given to half of the property, which comprises about 20 acres of land.

Mr. John Scheiss explained that the best alternative previously discussed was a hybrid between the smallest footprint with the deepest amount of water and the largest footprint with the shallowest amount of water. The plan was developed so that potential expansion can occur in the future, thereby increasing the capacity for storm water. Mr. Scheiss presented an aerial view of the property, and explained that the figure includes two basins. They will receive a large feed of storm water from the north on 600 West as well as from the east on 400 North. Mr. Scheiss reminded those in attendance that there has also been previous discussion about having multiple uses in the area such as parks, soccer fields, a secondary water pump station, cemetery grounds, parks and recreation grounds, public works, parking, and other uses.

Administrator Darrington stated that the City has researched cost estimates to construct both of the aforementioned basins. The estimate includes irrigation and sod or seeding, as well as the secondary water pump station. Mr. Scheiss added that the initial estimate includes the two basins as well as the necessary facilities and infrastructure to operate the basins. It also includes the main trunk line which extends from 600 West to 1100 North. There will be additional facilities in the future that will bring storm water from the east and elsewhere; however, the main line will come from the north. The proposed estimates do not include any irrigation for the detention basins; however, they do include native seed mixtures that only need to be mowed a few times a year and require minimal maintenance. The other estimates include potential costs for adding dual uses.

It was noted that Council Member LeMone joined the meeting.

In reviewing the budget, Mr. Scheiss pointed out that the first figure of \$3.1 million is only the preliminary cost estimate for the detention basins. Administrator Darrington explained that a second estimate of \$3.6 million would also be required to cover the cost of landscape sod, irrigation, and drainage for soccer fields. This figure would be in addition to the \$3.1 million required for the detention basins. As part of that estimate, Administrator Darrington pointed out that the detention basin landscaping sod will cost \$2.6 million alone. However, if the City pursues landscape seeding instead of sod, the detention basins could be landscaped for only \$1.2 million, instead of the \$3.6 million estimated for sod. Lastly, Administrator Darrington stated that staff believes the installation of a secondary water booster station is a priority for the City. Total estimated costs for that project are approximately \$489,510. The grand total would be around \$4.8 million.

Mayor Daniels asked staff to identify the funding sources for these projects. Administrator Darrington indicated that there is approximately \$2 million available in the City's Capital Fund, as well as in the City's Reserve account. This includes money left over from the storm drain bond that was used to purchase the Pipe Plant property. Administrator Darrington explained that the bond has allocations that can be used for cleaning and developing the property. If the City chooses not to use the bond money for this project, it could alternatively be used to purchase other properties in the

City for future storm drain uses. It was noted that development of the basin is required in order to utilize the land.

Mayor Daniels wanted to know how much funding is actually available, of the \$3.1 million required for the detention basins. Administrator Darrington replied that \$2 million out of the total estimated cost is currently available. He explained that the City's initial intent was to clean up the property and use remaining funds to purchase other property for storm drains. As additional conversations on the matter occurred, there was momentum to consider building both basins sooner rather than later. Staff hoped to accomplish all of this with the \$2million available; however, it appeared there was only enough to develop one of the basins rather than both of them.

Mayor Daniels asked how to determine the cost of only one detention basin, based on the figures been provided. Mr. Scheiss offered to recalculate the numbers and explained how the estimates were determined. For example, one factor relates to how much dirt needs to be removed. Other determining factors include seeding, piping, curb, gutter, and sidewalk, and any required street widening.

Mayor Daniels asked if additional funds are available from the Parks and Recreation Department if a joint property use is pursued. Administrator Darrington answered in the affirmative and explained that there is money available in park impact fees that can be used. Mayor Daniels suggested that it may be possible to build on one basin and have the Parks and Recreation Department landscape it for soccer while only installing grass and irrigation on the second parcel for short term purposes. If there is sufficient funding to build one of the facilities, the surface still needs to be prepped in order for it to have a dual use. Therefore, since this is a function of Parks and Recreation, Mayor Daniels felt they could possibly cover the cost of the grass and irrigation. Afterwards, staff would need to assess the cost of developing the second parcel and how long it will take before sufficient funding becomes available for that project. Administrator Darrington agreed to look at the park impact fees for the landscaping of the facility.

Administrator Darrington asked the Council if they agreed with the idea of pursuing development of on one of the detention basins. Council Member Boyd asked what had been determined as the primary use of the Pipe Plant property at the time the Council made the decision to purchase the property. Engineer Lewis replied that the City purchased the property with the intention of storing water elsewhere in town in order to free up space in the Grove. If the City were to move forward and build both detention basins, they will address the needs identified at the time the property was purchased. Administrator Darrington explained that the City is taking care of their storm drain needs in making this proposal to the Council. Engineer Lewis stated that if the City only constructs one basin now and one later, there will still be storm drainage that will impact the Grove.

Council Member Andersen was concerned that the City may be running out of room to relocate public works if they are not moved to the subject property. She also expressed concern with potential increases in property costs, which could cause funding problems in the future when trying to relocate public works. Administrator Darrington explained that funding for public works comes from different sources, thereby generating an entirely different discussion.

Mayor Daniels provided additional information on the various funding sources and explained that the General Fund encompasses sales and property taxes and there are other monies that are broken

up into different enterprises. Money generated for each enterprise can only be used for that respective enterprise. He explained that none of the money being used for this project is coming from the General Fund. There was further discussion regarding funding.

Administrator Darrington explained that staff began to master plan the property after it was purchased. They discussed the fact that the property could also potentially be used for parks or cemeteries, which led to the idea of moving Public Works there. As a result of these conversations, five different proposals were proposed. Administrator Darrington explained that the main purpose of purchasing the property was for the construction of detention basins. As a result, the City does not need to determine at this time whether or not Public Works will also go there. When the discussion of expanding Public Works comes forward, the City can pursue use of the Pipe Plant property if it is still available. He pointed out that expanding Public Works will be easier in many regards, primarily because enterprise funds will be available for use, whereas the other projects are more related to the General Fund.

Council Member LeMone mentioned that there are existing buildings on the property that Public Works uses for storage. She questioned whether some of the buildings can remain. Administrator Darrington answered in the affirmative and explained that any buildings that are not directly in the footprint of the basin can stay. However, any structures that fall within that footprint need to be removed.

There was discussion on why the detention basins were designed in the manner presented to the Council. Mr. Scheiss explained that the topography, or ground slope across the property, lends itself to splitting up the basins. If only one large basin is constructed there would be a large berm at the bottom and extensive excavation on top. Therefore, having two basins that are tiered from one another helps minimize excavations and fills from occurring.

Council Member Boyd asked if property owners in the Grove will now be required to maintain their own storm drainage after additional drainage is installed on the Pipe Plant property. Mr. Scheiss responded that every commercial property has to detain their own storm water; however, that does not eliminate the need for City regional basins. In the master plan, the City made the decision to move as much detention water as possible from the Grove up north where land is less expensive. Mr. Scheiss explained that they have reached this objective as best as they can, however it is impossible to move everything. He identified the main outlet for the City's storm water using an aerial map of the City and noted that the capacity through Lindon is limited. Mr. Scheiss explained that even if all of the money is spent on building the basins on the Pipe Plant property, there will still be other land needs in the Grove.

In previous meetings in which Mayor Daniels participated, the suggestion was made to have some detention to the northeast and southeast on Pleasant Grove Boulevard along the freeway. Additionally, there was discussion about acquiring the corner property at 2000 West, North County Boulevard and Sam White's Lane. Mayor Daniels asked how this detention basin fits in with the other areas identified by Mr. Scheiss. Mr. Scheiss explained that this particular basin serves a need of North County Boulevard.

Mayor Daniels asked Mr. Scheiss what he would propose in terms of quantity of land needed in order to meet all of the City's storm drain needs. Mr. Scheiss pointed out a regional detention basin

on the aerial map displayed and noted that this particular basin is within the setback of the freeway. Therefore, the land could not have been developed. In response to a question raised by Administrator Darrington about how much property is needed to build a basin off of 700 South, Mr. Scheiss stated that it should be five acres. Engineer Lewis added that staff considered using the entirety of the old sewage treatment plant, as well as the property that exists in between that area and 700 South. There was discussion about acquiring that property.

Council Member Boyd asked if the old sewage treatment plant could serve multiple functions including that of Public Works. Engineer Lewis explained that this area is problematic because a deep hole cannot be dug, the area would require a very large footprint because the groundwater is only about three or four feet below the surface.

Administrator Darrington explained that the decision that the City has to make is whether to spend the \$2 million to build the detention basins on the Pipe Plant property now, or use that money to purchase additional property, which will eventually be needed. Mr. Scheiss recommended purchasing the additional property because it will only continue to get more expensive. Mayor Daniels wanted to know how long it would take to develop the basins if the City decides to move forward in acquiring additional property instead. Administrator Darrington explained that development would occur according to whatever the City's rates could provide, and potentially take up to 10 years.

Council Member Meacham asked at what point the detention basins become critical for the Pipe Plant. Mr. Scheiss replied that it is difficult to predict when the 25-year storms will occur; however, there is a need for the basins now. Engineer Lewis expressed concern with potential flooding. Mayor Daniels agreed that if the City purchases a flat piece of property but does not develop the facilities, flooding is a risk.

Council Member Meacham felt that now would be the best time to purchase the additional property. Mayor Daniels suggested that if the land isn't purchased the price will either go up or someone else will buy it. If the storm drain isn't developed, all of the water that was to be stored in two places will go into the Grove. Engineer Lewis added that another alternative is to build a larger pipe. He recognized, however, that that is typically a more expensive option.

Mayor Daniels asked what progress has been made on the conveyance from Lindon to the lake. Engineer Lewis replied that an easement has been established across UDOT's wetland property to the railroad tracks as well as the upsizing of the existing lines beneath I-15. It would cost about \$3.6 million to construct the conveyance, which would go from I-15 to Utah Lake, as outlined in the master plan. Furthermore, this would still not address the main channel. Mayor Daniels asked if construction of the conveyance would reduce other needs to the north. Mr. Scheiss explained that the needs to the north will still exist. Administrator Darrington stated that all of the projects are necessities and the main question is in what order they should be completed. There was further discussion on the matter, and how Lindon and UDOT play a role in the projects.

There was discussion regarding project funding. Council Member Meacham noted that costs between the two cities will likely be split between flows. It was noted that Pleasant Grove has most of the flow. Council Member Boyd explained that some of the money for the conveyance project will come from the development of the Hammons property. Administrator Darrington added that

there will also be storm drain impact fees, and whatever additional funding comes from Lindon and UDOT. It was noted that the \$3.6 million estimated for the project is current as of last year.

Mayor Daniels asked about staff's recommendations. Administrator Darrington explained that staff supports purchasing more land but they would also like to construct one of the basins and get the Pipe Plant property moving forward. If the property off of Sam White's Lane is purchased by someone else, it would create a difficulty for the City. Administrator Darrington felt the City would be able to acquire that five-acre parcel with the currently available funding. He noted that this item needs further discussion in an Executive Session.

Council Member Meacham asked about the rationale for pumping into an irrigation system for users that don't want the water. He explained that when there is water in the basin no one wants to use it; therefore, it is difficult to justify putting it into the system in the first place. Mr. Scheiss replied that there would be a sufficient amount of water used and stated that the outflow will be heavily restricted so that people can still irrigate after the storm is over. Engineer Lewis added that the City's secondary plan has always included collecting stream flows to inject into the system. Therefore, this area would be running more than just storm drainage and will also collect stream flows. Council Member Meacham agreed that this makes the project worthwhile.

Administrator Darrington stated that staff would draft a more specific recommendation that will address priorities and funding availability. Mayor Daniels requested that staff include a more complete picture on land availability and their associated cost.

Mr. Scheiss reminded the Council that the previous discussion regarding utility rates was what level of service the City wants to maintain with the secondary water system. Currently the system uses about 7.7 gallons per minute per irrigated acre; however, the system was designed to use only about four gallons per minute per acre. Mr. Scheiss asked the Council if they had had time to think about the decision they would like to make on the matter. Council Member LeMone asked if Mr. Scheiss was referring specifically to metering. He replied that metering will need to be part of any conservation effort. He specified that the kind of feedback he desires from the Council is what the master plan should entail in the long term.

Mayor Daniels felt that since the secondary water system was designed to sustain four gallons per minute per acre, the City should stick to that capacity level. The City should then work on developing the other resources in order to maintain that water usage rate. Council Member Boyd expressed concern with the timing of the projects and noted that the funding responsibility will fall on the citizens. Administrator Darrington responded that a conservation plan will be created in order to direct citizens to only use the four gallons per minute. The best way to ensure that this policy is observed will be through a metering system. It was noted that this is not something the City will have to fund and implement this year.

Mr. Scheiss reminded those present that four gallons per minute provides more than adequate water to maintain a green yard. Council Member Andersen encouraged Ms. Lindstrom to communicate to citizens that when they are paying for water they are only using 2.5 to 3 gallons of water per minute per acre. However, when citizens get the impression that water is unlimited, they use closer to eight gallons of water per minute. As Council Member Andersen has spoken to residents about these numbers, they are shocked at how much water they are using. She agreed with Mayor Daniels that

if residents will be conservative in their water usage they will still have enough to meet their needs. She emphasized that citizens need to know how much water they are using and the City should not have to subsidize excessive usage. Mayor Daniels agreed. Engineer Lewis added that the system will not be able to keep up with the current demand.

Mr. Scheiss clarified that the system is being used at a level above capacity and only 60% of the land in the area that has been developed. He reiterated that they could build additional facilities to sustain the current level of usage or encourage citizens to use as much water as the system was designed for. Even as development comes in, new developments are required to bring their own water. The pipes, however, are not big enough, which overburdens the system. Council Member LeMone agreed with the comments made by Council Member Andersen that citizens need to be informed of the gravity of that matter and are given a clear choice on how they should proceed.

It was noted that enforcement efforts last year brought usage down by about 9% from the previous year. Specifically, the usage was lowered by .5 gallons per minute. The usage, however, needs to be reduced by 3.7 gallons per minute. Administrator Darrington pointed out that even if the City keeps up with conservation efforts they aren't likely to bring usage down to the regular capacity of four gallons per minute. In his experience, Administrator Darrington had observed that metering is much more effective than sending out information to residents by mail, because it requires citizens to more carefully monitor their water usage. Mr. Scheiss agreed and indicated that public education can be valuable in communicating why the meters are necessary. Council Member Boyd added that the Council owes it citizens to provide enough time for residents to make changes on their own, before enforcing a metering system. There was further discussion on the matter.

Mayor Daniels opened the discussion to public comments.

Kurt Jergens stated that he owns property in Pleasant Grove and in American Fork and that he pays twice as much for his secondary water in Pleasant Grove than he does in American Fork. He noted that his water is always on longer in American Fork. As he has spoken with other residents in Pleasant Grove, many have decided to use as much water as they want because they know they could generally pay much less for secondary water elsewhere in the county. He suggested that if the City wants citizens to conserve water to not charge them so much.

Mayor Daniels asked Mr. Jergens how much he pays for water in American Fork. Mr. Jergens reported that he pays \$15 a month on each of his properties in American Fork, and \$30 a month on each of his properties in Pleasant Grove. Mayor Daniels wanted to know what the rates per hook up are in American Fork. Public Works Director Lynn Walker stated that it depends on the lot size.

Mr. Jergens further explained that the mentality of Pleasant Grove residents is that if they are going to pay a lot of money for water, they will maximize the use. He also pointed out that he sees churches, schools, and City buildings running water at interesting times of the day, and doesn't feel the City was setting an good example of conservation. Administrator Darrington explained that even though staff is communicating to residents not to water on Sundays, there is still water coming off the mountain that needs to be used. Therefore, they have encouraged larger users to water on Sundays. Mr. Jergens replied that in the past it has been communicated by Director Walker that watering on Sunday is prohibited, because that is the day designated to refill the tanks. Furthermore, he had noticed running water at the cemetery and junior high school on a daily basis.

The perception was that the City and the school district do not conserve water. As a result, citizens don't feel they should have to do so either. He concluded that the rules imposed on citizens should also be adhered to by the City.

Jan Hale gave her address as 240 South 1300 East. She referred to a previous comment about citizens who don't want to be metered are the ones who need it the most. She found this comment to be offensive. She stated that she conserves water in her home and does not want to pay for another meter. Ms. Hale felt that oftentimes there are new policies enforced in the City with insufficient notice given to residents, and several extra charges appear unexpectedly. She echoed Mr. Jergens' comments about residents feeling that if they are going to be charged extra, they will use it at full capacity. Therefore, if the City wants citizens to become part of the solution, they need to keep them informed during the decision-making process. She expressed additional concern with how the City chooses to spend money.

Mayor Daniels asked Ms. Hale what she felt would be the best method of communicating with the public. She suggested recruiting scouts, citizens, and other volunteer groups to take information door to door. She was aware of individuals in her neighborhood who are struggling to make ends meet. When elected officials indicate that they want to raise taxes or increase fees for different services, those individuals feel like they are losing and need to move out of the City.

Ms. Hale remarked that she feels the City is being sneaky in implementing various policies. She specifically referred to the City's recycling policy. She stated that she doesn't want her recycling can, but she feels obligated to use it because she has to pay for it. Administrator Darrington stated that the recycling bin can be returned for \$50. Ms. Hale explained that she shouldn't have to pay for something she didn't want in the first place. Administrator Darrington explained that when the City implemented the recycling program, they also had a period where citizens had the opportunity to opt out. Ms. Hale stated that she didn't receive the information until two days after it was too late, and as a result she would have been required to pay a fee in order to opt out. Administrator Darrington explained that there was a six-month window for individuals to come to City Hall and sign documentation stating that they did not want to be a part of the recycling program. Ms. Hale felt the recycling bins should not have been delivered in the first place without citizens choosing to have them delivered.

Mayor Daniels clarified that Ms. Hale's primary concern is the method by which the City chooses to involve citizens in the decision-making process. He summarized some of the comments and concerns expressed by Ms. Hale and thanked her for her feedback.

Council Member LeMone referred to Ms. Hale's comments about the City acting in a "sneaky" manner with the public. As a Council Member, she found those comments offensive. She stated that she has never been involved in any backdoor dealings nor have the other elected officials or members of staff. Council Member LeMone explained that as residents, everyone needs to be respectful of the Council and what they are trying to accomplish. She stressed that their job is to serve the community. She stated that Ms. Hale's comments felt incriminating. Council Member LeMone stated that she has integrity and would never deal underhandedly with residents. In conclusion, she stated that those comments affect her and her fellow Council Members on a personal and professional level. She encouraged Ms. Hale to be careful with her use of words.

Council Member LeMone explained that the City abides by the law and strives to be as ethical as possible when educating the public. As a City, they try to exhaust as many avenues of transferring information as possible, including social media, the City website, hard copies of the newsletter, and posting notices in at least three public places. She stated that at some point, citizens need to take responsibility for informing themselves. Mayor Daniels added that citizens have a right to access information regarding public decision making items and thanked Ms. Hale for having the courage to come forward to voice her concerns.

Mark Washburn added his concerns with the secondary water system and noted that residents pay for the secondary water system 12 months out of the year; however, it is not used year round. Mr. Washburn explained that he knocked on doors last year to speak with citizens about the public safety building, and discussed the nature of his conversations with residents.

Mr. Jergens stated that he has lived in Pleasant Grove for nearly 24 years and stated that there was a lack of development planning when he first moved to the City. He was of the opinion that the City has missed out on the opportunity to build a strong tax base by bringing businesses into Pleasant Grove. Mr. Jergens stated that the City cannot look to the residents to pay for all of the projects that have been discussed.

Mayor Daniels thanked everyone for their comments, and acknowledged that there are likely many other individuals who would like to find the right avenue in which to express themselves.

D) DISCUSSION ON BUDGET. (UTILITY RATES, CAPITAL PROJECTS, STAFFING NEEDS, SALARY ADJUSTMENTS).

The City Council took a break at 8:01 p.m. The meeting reconvened at 8:17 p.m.

Administrator Darrington explained that the items that will be discussed tonight are for budget consideration, which will not be adopted until June. He stated that staff would like to have a draft tentative budget in place by the beginning of May, which leaves another month for decision making. What staff proposed tonight was informational only. Administrator Darrington explained that while no definitive decisions need to be made at this time, feedback from the Council was encouraged.

Director Lundell explained that the City has five different enterprise funds that encompass all of the City's utilities and user fees. Therefore, each department has its own separate budget. Director Lundell stated that when he began in the City's Finance Department in 2010, a rate study had been initiated but not completed. He explained that there were several major expenses that hit the City all at once, namely secondary water and rate increases from the Timpanogos Sewer District. There were also issues with the storm drain where a system needed to be built in order to enclose the Murdock Canal.

In light of these situations, rates could have potentially been increased to \$40 per month per household. This was, however, not something the City wanted to pursue. Fortunately the City had cash reserves from the sewer and water funds at the time. This cash reserve helped offset the cost to residents and the rates only increased by \$10 per month per household over a three-year period. Last year the rates increased by only \$7 per month. Ultimately the City did not want to be in a similar situation in the future where a significant rate increase would be imminent. Therefore, staff

created five-year projections to determine upcoming capital needs. They determined it would be best to raise rates slightly every year, rather than in large increments.

When putting rates together, staff assesses operations, personnel, and debt service requirements, which vary in each department. Director Lundell explained that when bonds are issued, it is important that the City have some cash reserves. The current policy for enterprise funds shows a target of six months' operations cash in reserve at the start of each year. Director Lundell added that the City currently has two water bonds that were issued in 2006 and 2008, both of which will be eligible for refinancing in a few years. It would be important for the City to have a history of several years where there has been cash reserves and the City has met all of the debt service requirements.

Director Lundell explained that there are several upcoming capital projects as well as infrastructure repairs and replacements. Some of these projects can be covered with impact fees; however, they cannot cover replacements. A pie chart representing money spent was presented to the Council. He noted that 12% is allocated for personnel. The remaining sections on the chart included a water fund, administration and overhead costs, irrigation assessment, and power. Director Lundell mentioned water damage that occurred last fall in the canyon. Mayor Daniels asked about the 40% debt service and asked how much was interest. Director Lundell didn't have an exact figure, but estimated that less than 20% was interest.

Director Lundell explained that the current culinary base rate is set at \$15.60. After extracting all expenditures, the City is left with approximately \$1.1 million out of the operating budget available for capital. He explained that the spring that is located up Battle Creek Canyon has an extremely old network that needs to be updated. The Mayor asked about the City's total annual revenue. Director Lundell explained that the operating expenses, excluding debt are around \$2.25 million in the Culinary Fund, and \$586,000 in the Secondary Fund. Debt service is approximately \$1.8 million. It was noted that the secondary base rate is \$27.75 for one-half acre parcels, or \$0.83 per month increase, leaving about \$313,000 for the Capital Funds.

With regard to the Storm Drain Fund, the debt was primarily incurred by the piping of the Murdock Canal and other land needs. Director Lundell explained that 19% of this budget is for personnel, 16% for other operating costs, 12% for overhead allocation, and 53% for debt. The current base rate is \$12.47 per equivalent service unit (ESU). A \$0.62 increase was imposed with capital money availability of \$208,000 for the current year. He explained that this fund contains most of the City's reserve money. The debt service reserve number for this plan is \$1.25 million, which also includes another staff position to help oversee various federal inspections.

Director Lundell described the Sewer Fund and reported that he received a letter from the Timpanogos Special Service District (TSSD) informing him of a 13% rate increase. He stated that 63% of the money the City brings in from the sewer goes directly back to TSSD. It was noted that 14% of this fund is allocated for personnel, 2% for overhead allocation, 17% for other operating expenses, and a very small amount for debt service. Director Lundell had been fairly optimistic that there would not be an increase to the sewer rate, however, staff later received notification of an increase from TSSD of \$1.65 for the base and use per household. The available capital money after costs is \$350,000. It was reported that the fund has good reserves. Director Lundell noted that they will be adding an additional staff position in the Sewer Department as well.

Director Lundell explained that the Garbage and Recycling Fund used to be part of the General Fund; however, it was ultimately separated into its own enterprise fund. He explained that the amount received in user rates versus what was paid to Allied Waste and North Pointe left a small amount of money left over. The excess funds paid for some overhead and general cleanup in the City. Director Lundell stated that every year North Pointe increases their rates slightly. The City hasn't raised their rates for the past several years; however, there will be a small increase this year.

There was discussion about this year's needed surplus water that the City may purchase from Orem City. Director Lundell mentioned a one-time fee that would be charged during the watering months of the year. For five months, the secondary surcharge would be an additional \$3.84 per month. There would be a total overall increase of \$8.49 per household. Another option would be to set the fee period over the course of 12 months rather than of five, which would decrease the surcharge to \$1.25 per month. Director Lundell stated that if the rates are included in the final budget, there are several capital projects that the City can move forward on. Mayor Daniels asked if the rates would increase if the City decides not to move forward on any capital projects. Director Lundell replied that only the rates for TSSD and secondary water would increase.

Mayor Daniels asked if the proposed capital projects would also be discussed tonight. Administrator Darrington explained that there are two different types of capital projects; Utility and General Fund capital projects. The General Fund capital projects are outlined on a different list. Mayor Daniels asked how much the City receives in Class B & C Road Funds from the State. Director Lundell replied that it will be around \$950,000. He explained that Class B roads are rural, dirt roads, so the money is primarily allocated for Class C roads. There is also \$250,000 allocated to roads from the General Fund and a debt service of \$750,000. Director Walker noted that an additional \$137 million would be needed for rebuilding and repairing roads.

Administrator Darrington explained that staff doesn't have a report on road projects specifically prepared for tonight's meeting, however, they have an idea of what treatments will be done on roads within the capital plan. Mayor Daniels stressed that the City needs to come up with a solution on their roads. It was his understanding that the City is falling behind with respect to the road system, and a plan needs to be established to get ahead of it and eventually get completely caught up.

Administrator Darrington referred to previous discussions about the Provo Model, which is essentially the creation of an enterprise fund for roads. A rate would be attached to the utility bill and the funds at the end of the year would be earmarked specifically for roads. Staff did not have those numbers available tonight and decided to see how the model plays out in Provo. It was noted that Provo City implemented this plan in March. Council Member Andersen added that Mapleton also decided to implement the plan beginning next month. There was further discussion on the matter. Mayor Daniels stated that even if Pleasant Grove doesn't implement the plan this year, he would be interested in seeing how it plays out in Provo and Mapleton.

Director Lundell described the City's General Fund surplus and noted that last year's surplus was \$168,000. The anticipated surplus for this year was \$250,000. These funds could be used for the upcoming year on various capital projects. Staff compiled a list of potential projects with the most significant being Shannon Field. Mayor Daniels asked about the current available balance. Director Lundell answered noted that that \$2.4 million is currently unallocated. The total anticipated surplus totaled about \$418,000 and the projects listed equated to about \$500,000.

Administrator Darrington stated that the projects outlined on the list have not yet been prioritized . He mentioned that one of the projects listed is to re-carpet the library. A quote of \$28,000 was received. Other projects and needs were discussed.

With regard to Manila Park, Director Giles explained that improvements to each diamond would cost about \$11,000, for a grand total of \$44,000 for the entire project. Administrator Darrington stated that staff's primary recommendation would be to build Shannon Fields this year. He asked the Council if there were any projects presented on the list that they felt were not absolutely necessary for this year.

Council Member Boyd asked about the City Hall roof. Director Giles explained that the roof currently only has one layer of shingles that are asphalt and they were installed about 20 years ago. He noted that the Police Department is starting to see quite a few leaks and it would ideal to add another layer of asphalt shingles. Council Member Boyd brought attention to the remodeling of the administrative offices and pointed out that this was just done about three years ago. Administrator Darrington explained that there are still unresolved safety concerns with the building. The remodeling would include going from two windows to just one to reduce the amount of openings and potential break ins. Council Member Boyd suggested restructuring where people sit in the building. Administrator Darrington stated that they are already planning to do some rearranging.

Mayor Daniels referred to a plea made at the recent Heroes Behind the Badge event regarding police radios. He wanted to follow up and ensure that those issues had been resolved. Police Chief, Mike Smith, added that the department has been purchasing new radios as the funding becomes available through donations. He explained that they have nine patrol vehicles with leases set to expire this year. They are looking at different buy out options. Mayor Daniels just wanted to make sure that the radios are somehow being considered. Chief Smith reassured him that the worst radios have been replaced and are now out of service. Currently the department still needs about 28 new radios at an approximately cost of \$2,400 each. Chief Smith mentioned that Motorola may also offer a \$400 to \$500 discount per radio, which would help offset the cost.

Mayor Daniels asked Administrator Darrington if the project list has been prioritized. He indicated that priorities have been set in each department. Mayor Daniels asked staff to prioritize the entire list as well. It was noted that the list would be provided by no later than April 29. There was additional discussion summarizing the items reviewed.

Council Member Boyd asked staff to calculate a specific, monthly dollar amount that would be generated for the City, if they were to implement an enterprise fund for roads like in the Provo Model. Mayor Daniels asked how much the City would need to spend per year to catch up on installing and fixing roads in addition to the \$137 million previously noted by Director Walker. He requested that staff research how the figures break down in terms of an increase per month. Council Member LeMone was supportive of the idea of seeing how this model is working in neighboring cities and states. Administrator Darrington stated that Provo is the first city in the State of Utah to implement this kind of model. He agreed to look at neighboring states as well. He noted that every area will be different based on varying legal implications.

Mayor Daniels stated that citizens complain about the quality of the roads in Pleasant Grove. He explained that the City should present to the citizens what the liability of the roads looks like, and

how much time and money it takes to get caught up on repairs. The City should also explain how all of these needs translate in terms of property tax increases, and ask the community if they are willing to pay for them.

Council Member Andersen asked if the only legal implications relate to tax exempt properties. Attorney Petersen explained that the most significant legal issue surrounds the fact that the City would be charging a new utility fee for something that has always been a part of the General Fund.

Administrator Darrington initiated the discussion on staffing needs, and explained that staff department heads have met to address needs for the upcoming year. He explained that in 2011, the City had to eliminate 6 ½ positions. Now that revenues are bouncing back slightly, the City can consider adding new employees. One proposal was to move the part-time Planner hired last year to full-time in the Community Development Department. Staff also proposed that the part-time Paralegal Assistant be made a full-time employee, with some of his time spent in the Community Development Department. When the layoffs occurred three years ago, the Community Development Department lost two full-time employees. Since then, filling additional positions in that department had become a focus of staff.

There were discussions about reclassifying the positions within the library. Administrator Darrington explained that the Library has three full-time employees who all have different qualifications. Staff felt it would be beneficial to create a structure to ensure that those employees can be retained. Arts and Culture Director, Sheri Britsch, was asked to create specific job descriptions. As a result of this process, pay will be increased for those employees.

Staff had considered contracting for the services of a Building Inspector when needed, as opposed to having a permanent part or full-time City employee. Other building inspectors from neighboring cities were identified as potential contractors. Administrator Darrington added that the cemetery also is in need of seasonal help. The Sewer and Storm Drain workers were discussed and would be paid for from each respective enterprise fund. Other positions to consider in the future included a full-time Prosecutor as opposed to the part-time position that currently exists, as well as a Police Officer to specifically oversee Animal Control, Code Enforcement, and paper service. He explained that there are currently three people who oversee these three responsibilities within the Police Department. Staff recommended combining the responsibilities into one position. Administrator Darrington clarified that the positions were requested by each respective department; however, there isn't money available in the General Fund to create positions this year.

Mayor Daniels had questions regarding the positions presented by staff. He pointed out that planning to fill new positions indicates that General Fund revenues would be the funding source. He asked if the need for the position was being driven by increased demand. Administrator Darrington responded in the affirmative. Mayor Daniels asked why the position would not be funded with impact fees, building permit fees, and other sources that relate to development growth. Administrator Darrington explained that impact fees cannot be used for personnel, and explained that this position will likely be funded by increased building revenues. With regard to the Paralegal position, Mayor Daniels asked if this was a shared expense between the Planning and Legal Departments. Administrator Darrington stated that it currently is funded entirely by the Legal Department as a part-time position. However, once the position becomes full-time it will be funded through General Fund revenue from both departments.

Mayor Daniels asked about the primary reason for hiring additional Storm Drain and Sewage Workers. Administrator Darrington explained that the Storm Drain Worker would help oversee important federal regulations and ensure that the City remains compliant. This position would also do street sweeping because there currently isn't any one position that oversees that responsibility. Administrator Darrington noted that this position can be funded with enterprise funds. There was further discussion on previous points made on staffing matters.

Administrator Darrington introduced the discussion on salary adjustments. He explained that staff has been working for several months to create a market range for every City employee. The focus at this point has been on full-time employees and some analysis has been done on part-time employees as well. Staff has proceeded with this process and discovered that there are number of City employees whose current salaries are below the minimum range. Administrator Darrington stressed that making these salary adjustments is a priority. There will also be some discussion on how employees can move from the bottom of their salary range to the middle of their salary range. Generally speaking, the middle of the salary range is the sweet spot for market value.

Administrator Darrington explained that as part of the analysis of creating the salary ranges, the City subscribed to a service where the company inputs data on the salaries of various employees from cities throughout the State. Staff identified benchmark cities, or in other words, cities that are similar in size to Pleasant Grove. They also identified cities based on proximity that would act as competitors to Pleasant Grove in hiring employees. Administrator Darrington explained that the system has been very helpful in determining the market. Staff recommended the City fund these salary increases and provide a road map for helping employees get to the midpoint of their salary range. There was discussion regarding Librarian salaries. Director Britsch reported information that she gathered from speaking with other cities about their employee classifications and the associated salary ranges. Administrator Darrington stated that he would email a list of the 11 benchmark cities that staff identified to the Council.

Fire Chief, Marc Sanderson, made comments regarding the part-time staff of his department. He explained that the benchmark cities listed in the survey don't have part-time firefighters. Chief Sanderson analyzed where his current part-time firefighters are holding other part-time jobs and noted that his workers hold other jobs in various places throughout Utah County. He also explained that firefighters don't have a regular work week but work approximately 56 hours per week. Therefore, firefighters can't be compared to regular City employees.

Chief Sanderson described the Fire Department's current staffing structure. They have one part-time Captain, a part-time Lieutenant and roughly 30 positions that make up the department's entire 24/7 coverage. Chief Sanderson described salary ranges of some of Pleasant Grove's benchmark cities, and noted that the City's firefighters are paid around \$10.62 an hour. He explained that his department doesn't have a difficult time filling positions, because people want to work here. He stressed, however, the importance of paying firefighters what they are worth. He provided a history of how the Fire Department arrived at the current average salary for its employees. Chief Sanderson noted that his department doesn't have an overtime budget, because they have the luxury of bringing on part-time workers.

In developing a road map, Chief Sanderson referred to the salaries of the full-time workers in comparison to other cities. In using that data, a plan was developed to help those workers get to the

midpoint of their salary ranges using 2,912 hours per year, within a five-year period. He stressed that the work hours, as opposed to number of positions, are what need to be considered when making salary assessments because everything is pooled together. Administrator Darrington asked Chief Smith how much money would be added to the budget if all of the recommendations were approved. He indicated that it would be around \$30,000.

8) NEIGHBORHOOD AND STAFF BUSINESS

Neighborhood Chair, Libby Flegal, thanked Director Britsch for everything that she does, and commended her for the new changes in the Library.

Assistant to the City Administrator, David Larson, mentioned two items. He first suggested the idea of making some short promotional videos to highlight the City's assets. Assistant Larson had been in contact with a company that makes these types of videos for cities at no charge. He noted that a business promotion would provide the funding and there is no minimum threshold of the number of businesses that would need to participate. Assistant Larsen received an agreement from the company that anyone can review. He felt it would be beneficial to have four short promotional videos to highlight the City. Lastly, Assistant Larson reminded everyone about the Chamber's upcoming monthly luncheon and noted that Mayor Daniels and Administrator Darrington will be speaking.

Chief Smith announced that the Citizens Academy starts April 23, 2014. The class will be held every Wednesday night and will run for seven weeks.

Director Britsch shared a text message she received from one of her staff members earlier in the week. The text message highlighted a conversation the staff member had with a member of the public about the positive changes occurring at the Library.

Attorney Petersen reported on the Ethics Commission that was presented some time ago and announced that the final draft is ready and will be on an upcoming agenda.

Engineer Lewis announced that a MAG meeting was held last week. He reported that a vote was cast with 50% in favor of the full concept report for funding that was presented.

Mayor Daniels asked when the traffic light on North County Boulevard will be in service. Engineer Lewis verified that it was to be operational once the road is finished.

9) MAYOR AND COUNCIL BUSINESS

Council Member LeMone commended City Recorder, Kathy Kresser, for her clever April Fool's Joke with the Agenda. She also noted that Pleasant Grove City Community Connection Facebook page just reached 2001 members.

Council Member Boyd announced that Chief Smith arranged for the Council see the Salt Lake Police Station, and reported that it was a very informative experience.

The Mayor and City Council made the determination to cancel the April 8, 2014, Meeting.

10) SIGNING OF PLATS

There were no plats to sign.

11) REVIEW CALENDAR

There were no calendar items to review.

12) EXECUTIVE SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL (UCA 52-4-205 (1)(a))

ACTION: At 10:09 p.m. Council Member Andersen moved that the Council move into an Executive Session to discuss the character, professional competence, or physical or mental health of an individual. Council Member LeMone seconded the motion. The motion passed with the unanimous consent of the Council.

PRESENT:

Mayor: Mike Daniels

EXCUSED:

Council Member Ben Stanley

Council Members:

- Dianna Andersen
- Cindy Boyd
- Cyd LeMone (arrived at 6:31 p.m.)
- Jay Meacham

Staff Present:

- Scott Darrington, City Administrator
- Tina Petersen, City Attorney
- Dean Lundell, Finance Director

At 10:50 p.m. a moved to continue past eleven o'clock was made by Council Member LeMone. Council Member Boyd seconded and the motion passed unanimously with the consent of the Council.

ACTION: At 11:35 p.m. Council Member Andersen moved to come out of executive session. Council Member LeMone seconded and the motion passed unanimously with the consent of the Council.

A brief discussion was held on the City Council's budget priorities which are:
Get the employees (not directors) to at least the minimum on the salary range
Roads
Public safety building

The Mayor and Council directed Administrator Darrington and the Directors to review the capital projects list that was presented and prioritize the requests and reduce them where possible.

13) ADJOURN

ACTION: At 11:40 p.m. Council Member Andersen moved to adjourn. Council Member Meacham seconded and the motion passed unanimously with the consent of the Council.

This certifies that the City Council Minutes of April 1, 2014 are a true, -full and correct copy as approved by the City Council on May 6, 2014.

Kathy T. Kresser, City Recorder

(Exhibits are in the City Council Minutes binders in the Recorder's office.)