

**Pleasant Grove City Council Work Session Minutes**  
**June 30, 2009**  
**7 p.m.**

**PRESENT:**

**Mayor:**

Michael W. Daniels

**City Council Members:**

Mark K. Atwood

Bruce Call

Lee Jensen

Jeffrey D. Wilson

**City Recorder:**

Kathy T. Kresser

Colleen A. Mulvey, Deputy City Recorder

**Others:**

Gary Clay, Finance Director

Tina Petersen, City Attorney

Richard Bradford, Economic Dev. Director

Lynn Walker, Public Works Director

Tom Paul, Police Chief

Libby Flegal, NAB Chair

**Excused:**

Cindy Boyd, City Council Member

Frank Mills, City Administrator

Ken Young, Comm. Dev. Director

Deon Giles, Leis. Services Director

Marc Sanderson, Fire Chief

The City Council Members and staff met in the City Council Chambers at 86 East 100 South, Pleasant Grove, Utah 84062 at 7 p.m.

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**1. Call to Order**

Mayor Daniels called roll for the Council and noted that Council Members Atwood, Call, Jensen and Wilson were present. Council Member Boyd was excused.

**2. Opening Remarks**

Opening Remarks were given by Council Member Call.

Mayor Daniels stated that Executive Sessions will be added to this meeting to discuss purchase of real estate and personnel.

**3. Mayor Daniels to present a video "Liquid Assets"**

Mayor Daniels stated that we will be approving a number of different legislation items concerning water in the near future; this video contains appropriate information regarding the importance of water and the responsibility of supporting its infrastructure.

Mayor Daniels mentioned that he has asked John Goodman and Robert Kresser from the Storm Drain, Water and Sewer Divisions of Public Works for some information about their main concerns and what we should be aware of. At next week's meeting we will be reviewing the Timpanogos Special Service Districts (TSSD) rate increases that will be passed on to the residents; this increase is strictly a pass through because TSSD has raised their rates.

Mayor Daniels explained that there are special enterprise accounts that exist in the budget; all three of them have to do with water, they are the culinary/secondary, the sewer and the storm drain systems. The Mayor stated that financially we eventually are going to have to raise the rates on those funds in order for those accounts to be stable in and of themselves. We are also looking at water quality for our drinking water and at present we are in front of the Water Quality Board with the State looking for additional funding to assist us with some of the upgrades that are necessary. Mayor Daniels also pointed out that the storm drain system is definitely a system that we need to focus on because there are a number of areas that are inadequate for our growth needs in the future and some of these areas such as the irrigation system need to be upgraded. Another concern is with the Provo/Murdock canal and in the future what is going to happen with the storm water above the canal and where it is going to go.

Mayor Daniels commented that as the City Council these are concerns that we need to be aware of and informed about so when we receive inquiries from our residents, we can adequately answer them.

Director Walker added that in prior discussions with staff and Council members throughout the years regarding the Master Plan and the infrastructure it's been communicated that we are running behind on repairs. Director Walker stated that the sewer is in fair shape; we need to maintain that and keep pushing forward and stay with the Master Plan.

#### **4. Department Report (Police Department)**

Mayor Daniels turned the time over to Police Chief Tom Paul for the Police Department report. Chief Paul stated that they now have a successful Volunteers in Police Services (VIPS) program and the volunteer members are present and will be introducing themselves. Chief Paul expressed his gratitude to these volunteers, particularly for their assistance during the recent Strawberry Days celebration; they did a number of things such as help with traffic, find lost children in the park and they all put in long hours on a volunteer, unpaid basis. They have all been trained, and a lot of this training was done by City employee Justin Rasmussen.

The following Police Services Volunteers came forward to introduce and briefly mention a little about themselves. Robert Taylor Abegg, a Pleasant Grove native, he runs a jewelry business with his wife. David DeVore has been a resident for twenty years and is a retired UTA driver. Marty Baird, he has lived here for twelve years and he is a Senior Territory Manager for Rubbermaid commercial products. Art Olson, has been a resident for twenty years and is retired from the US Army after thirty eight years of service and has also worked with the Utah National Guard. Jeff Carter, a thirteen year resident, he is a warehouse manager at Sysco Intermountain and plans on starting a new career in law enforcement. Ryan Kendall, an eighteen year resident, he is an electrician and is also looking into a new career in law enforcement. Justin Rasmussen, Pleasant Grove City employee for twelve years in

the Parks department and also Animal Control. Each of these volunteers expressed their appreciation for this program and the opportunity it gives them to serve the community.

Chief Paul stated that when they first advertised for the VIPS program they received around thirty applications and these individuals were chosen because they were the “cream of the crop,” there have been other applicants for the program and Chief Paul stated that they are saving them for when they are ready to add on some more individuals. Chief Paul then presented each of them with a brand new flashlight as a token of appreciation.

Mayor Daniels mentioned that he did see these volunteers all over town during the Strawberry Days events. The Mayor thanked the volunteers and stated that he appreciates the services that they provide to the community.

## **5. Discussion of items for the upcoming July 7, 2009 City Council Meeting**

The Mayor then read the items of business from the agenda.

### **a. To consider awarding the State Street Sewer Improvement bid to Nolan & Sons Construction**

Director Walker stated that this is an excellent bid, the engineers estimate was five hundred and thirty six thousand dollars and this bid came in at two hundred fifty seven thousand dollars. Director Walker stated that presently contractors are doing work for cash flow and feels that we need to take advantage of this right now since they are working for cost only and we can actually get work cheaper right now by going outside rather than in house.

### **b. To consider adoption of a Resolution (2009-019) authorizing the Mayor to sign an amended Development Agreement with Trophy Homes, et al, for the Mayfield Development (Sam White’s Neighborhood)**

Attorney Petersen stated that this Development Agreement basically reflects all of the requirements that were previously discussed. The reason it has taken so long is that there are ten signatories; the developers and all of the land owners invested in the project. The Royal Bank of Canada (RBC) was originally a signatory on the Development Agreement because it was understood that they would be foreclosing on Trophy Homes’ portion and that they would be the land owner. Through negotiations with Trophy Homes, the RBC have decided not to pursue foreclosing at this point, so they refuse to be a signatory on the Development Agreement; they agreed to do the funding that they promised with the one million dollar performance bond and their pro-rata share of the warranty bond.

Attorney Petersen explained that she and Engineer Lewis have been in negotiations with RBC and informed them that this would no longer be in our best interest if they refuse to cooperate and that we will just pull the bond that we have, finish the work ourselves and they will lose all of their entitlements. The RBC came back and agreed to sign.

Attorney Petersen said that the document should be ready for next week's meeting and there will not be anything included in it that we have not already discussed. Attorney Petersen stated that she and Engineer Lewis feel that the City is one hundred percent covered. Attorney Petersen wanted to clarify that the one million dollar letter of credit is only for the public improvements, it does not include the clubhouse and any those types of things in the residential. Another bond will have to be posted when they are ready to proceed with that.

Mayor Daniels mentioned that on a recent tour of that area, it appears that the construction on the road is continuing. Attorney Petersen stated that the contractor (Massey) has continued work and will as long as they are being paid.

**c. To consider a Resolution (2009-020) adopting the revised Policy and Procedure Manual and providing for an effective date (City Wide Impact)**

Attorney Petersen stated that there are no changes from what was discussed before and the only concern is if Council is comfortable with the wording on the paragraph regarding elected officials which will be emailed to everyone this week for review before the next meeting.

Council Member Wilson asked for a clarification on the retirement benefit change. Attorney Peterson stated that on the retirement, the medical insurance benefit is going away and will just be the twenty five percent payout.

**d. To consider a Resolution (2009-022) of the City Council of Pleasant Grove, Utah County, Utah approving the 2009 Certified Tax Rate (City Wide Impact)**

Director Clay stated that this tax rate information comes from the County. There is no change from the amount we had last year as far as the amount of collections it's supposed to generate, it is only raised slightly because the assessed value of the City has gone down. Our rate with the debt service and the general purpose taxing is .001943.

Mayor Daniels asked Director Clay to brief the Council on where we are on the sales tax in comparison with the rest of the County. Director Clay said that we were down approximately sixty thousand dollars from last year for the month of April, we are down overall about eight percent right now. We are still doing very well and are fine with the budget and still fit within next year's budget projections. Director Clay stated that every City in the County has taken drops, Lindon is down sixteen percent, Lehi is doing the best because of their growth, and Pleasant Grove is the next best behind them. Director Clay stated that this is a sobering look at things right now, but we are still well within our budget limits and will continue to be careful with what we do.

Mayor Daniels commented that with the exception of Lehi, we have the least amount of loss and that he appreciates that the City has good fiscal policies that keep us right where we need to be.

- e. **To consider a Resolution (2009-023) authorizing an increase in the fees charged for sewer and sewage disposal in Pleasant Grove City and providing for an effective date (City Wide Impact)**

Director Clay explained that we have received a letter from the Timpanogos Special Service Districts (TSSD) regarding their increase in treatment fees. The increase is spread out over a two year period; the first increase of twenty six percent is effective July 1, 2009, the second increase of twenty seven percent will become effective July 1, 2010. Director Clay stated that the other part of this that is coming is an impact fee that was adopted by the TSSD that will go into effect on August 20, 2009.

Mayor Daniels stated that this is entirely a pass through as a result of TSSD raising their rates.

- f. **To consider a Resolution (2009-024) providing a schedule of monthly water service charges for Manila Culinary Water Company and providing for an effective date (North Fields and Manila Neighborhoods)**

Director Clay stated that this is a Resolution to bring the Manila water clients up to an amount that is equal to what we charge the citizens in Pleasant Grove. By our contract that was signed back in 1997, it stipulates that Pleasant Grove City has the right to determine what the water rates are for the Manila Water Company as long as it does not exceed what we charge our own citizens. Director Clay stated that in the last couple of years the Manila Water Company have been depleting their cash and are at almost a zero cash balance.

- g. **To consider a Resolution (2009-025) authorizing the Mayor to sign a Master Utility Agreement with Pleasant Grove and UDOT for the I-15 CORE project (City Wide Impact)**

Attorney Petersen stated that Engineer Lewis will be presenting this agreement which basically sets the terms under which we have the control over saying what we want done and the division of the costs.

Mayor Daniels asked what work is involved or included with this agreement. Director Walker stated that it is for the increase in the size of the drainage underneath the freeway, there are actually two separate areas, two drains that have to be increased.

## **6. Mayor, City Council and Staff Business**

- Director Bradford mentioned that the Farmer's Market, the Promenade starts this Thursday from 4:00 to 8:00 p.m. and that there has been a good response from vendors who want to participate and our hope is that it will continue to grow.
- Director Walker stated that the asphalt will be completed on 20<sup>th</sup> West this week and things are moving along real well. Mayor Daniels clarified that that means we are looking at a July opening on 20<sup>th</sup> West and an opening in October/November on State Street. Director Walker

indicated that was correct, that is how it appears to be at this time.

- City Recorder Kresser stated that the candidate filing period starts tomorrow and goes through the 15<sup>th</sup>. In the information packet that we are giving to the candidates there is a section regarding the placement of campaign signs and we would like to clarify with City Council the number of places the candidates will be allowed to place signs. In the past there have been four public places where the City has allowed them; the old Recreation Center, Pleasant Grove Blvd./Center and State Streets, Manila Park and Veterans Memorial Park.

Council Member Wilson asked if we were going to make an ordinance on the number of signs allowed at those locations so that they don't start looking like a garbage dump. Council Member Wilson stated that it keeps getting worse with every election and it looks bad. Mayor Daniels wanted to clarify that what he is saying is that each candidate is putting out too many signs in each particular area. Council Member Wilson said yes, sometimes you will see six to eight signs for one person.

Council Member Call stated that one option might be a limit on the square footage.

Attorney Petersen pointed out that what is being asked on this tonight are the stipulations we will put for City owned property. We are making an exception to the law that states that you are not allowed to post any of these signs on City owned property. If you want to put a limit on the number of each candidate's signs, we can easily do that or you can say that they are not allowed on any City property at all.

Council Member Jensen expressed that he does not see anything wrong with putting signs on these areas of City property as long as we keep the number down.

Council Member Call stated that looking at it from a candidate's point of view, if you are just going to be one of a million signs up there, maybe there is no advantage to offering placement on City property at all.

Council Member Atwood said that they are key spots, if it is limited to one sign that would be fine.

Council Member Jensen added that we should consider two signs because the traffic goes by in two directions.

Mayor Daniels stated that what he is hearing is that two signs will be allowed, one for each direction.

Council Member Atwood suggested that it should be one sign, back to back with the wording on each side of the sign.

Attorney Petersen brought up the past discussions about the Manila Park area and the safety issues of having that many signs out on 100 East and does City Council still want to allow

that location. Council Member Call agreed that there was discussion about the safety issues at the entrance to Manila Park and eliminating that location.

Mayor Daniels stated to be clear, we are going to allow signs at the old Recreation Center, the Boulevard and State Street intersection on both sides of the road, the Veterans Memorial Park and eliminate the Manila Park location. There will only be one sign per candidate allowed and it can be back to back. The Council members indicated that they were in favor of this decision.

- Director Clay stated that the vehicle allowance report is almost finished and he will be presenting it to Council in about two weeks. Mayor Daniels asked if the report is by positions, that it will state if the position requires a vehicle or vehicle allowance or not. Director Clay stated that that would still be up to City Council to decide.
- Attorney Petersen mentioned that on the vehicle leases the documents require an attorney's opinion. Attorney Petersen expressed her concern in that an attorney's opinion requires her to certify that we have gone through all the formal processes such as the resolution, a public meeting and approval through City Council to authorize the lease. Attorney Petersen stated that she wanted to be sure that City Council is comfortable with considering the resolution that was approved at the start of the leasing program to be sufficient. Director Clay stated that if we go through with another resolution, then we will be postponing the process, we have discussed in detail the lease of the Police vehicles in our budget process and passed a resolution authorizing the lease so there is really no need for anything else.
- Council Member Jensen reported that the Fox Hollow Golf Course is doing a new marketing program with a spot on the radio offering nine holes of golf for thirteen dollars and twenty cents. The spot has received major play on the radio and they will be doing this as a two week trial. Council Member Jensen stated that this is another one of their efforts to try to generate revenue.
- Council Member Wilson mentioned that in conversations he has had with some of the City employees, a lot of them are not aware about their raises. Council Member Wilson stated that he feels that this is a failure on Administration's part and it undermines the fact of letting our employees know that we care about them.

Director Clay stated that the information went out to all of the Directors and most of the people who were affected by the increase as a result of the salary survey were spoken to on an individual basis. Director Clay said that the 2.5% increase was even written up in the newspapers. Mayor Daniels asked Director Clay to send out a message to all of the Directors to make sure that they have informed all of their managers to talk to all of the employees. Director Clay indicated that he would.

Council Member Wilson asked about the employee's compensation time and what is the limit allowed. Director Clay stated that we try to keep it at eighty hours but the policy and procedure manual allows it to be more than that and that he was not exactly sure without

checking it. Director Clay stated that if an employee does exceed what is acceptable then it is up to the Director of the department to be dealing with it.

Council Member Wilson inquired as to whether we are covered with the Police volunteers if something happens and one of them gets hurt. Attorney Petersen stated that with the State statute, anyone who is a volunteer and is hurt on the job, they are covered under Worker's Compensation, they get the medical services paid for and they cannot sue the City or make any money off their injury. Attorney Petersen also added that volunteers working for the City that are staying within the scope of their service; in what they are trained to do, then we are covered under governmental immunity should they make a mistake. Police Chief Paul added that all of the VIPS do not carry any type of weapon; they are not allowed to stop anyone their main responsibility is to observe and report.

Council Member Wilson expressed his concern in that the employees are not familiar with and don't really know the City Council members. Council Member Wilson stated that he feels that it is time for each Council member to be assigned to be over a department just so that they know that they have a City Council member that supports them. Council Member Wilson stated that he feels that City Council is not as actively involved and away from the departments too much.

Council Member Jensen asked if that type of relationship would have the tendency to undermine the Directors. Council Member Wilson stated that it works in favor of both the Directors and the employees.

Council Member Jensen stated that he would be uncomfortable with that because he feels that is not the role of City Council members to mitigate or be a middle man and sees that as a potential problem.

Mayor Daniels stated that this is a City Council decision, if the Council wants to be responsible for departments or that there is a liaison for each department.

Council Member Call stated that he would be more than happy to have a department responsibility as a Council member, but feels there needs to be discussion on what the real role is. Council Member Call added that what he does not want to have happen is that any employee thinks that he has influence on whether or not they have a job.

Council Member Call stated that he is here to support the employees and he welcomes that they have an official reason to get to know him. Council Members Wilson and Atwood indicated that they agree with this.

Council Member Atwood stated that in the past the City Council members used to go out and get to know the employees and that element has gone away.

Council Member Wilson stated that as an employee he did appreciate when City Council members would come to their meetings because you knew them and felt that you had

someone there to support you and they became familiar with what each department does. Council Member Wilson then stated that he feels that not doing this now is a failure on the part of City Council.

Council Member Atwood cited an example of City employees going to the City Administrator and not getting any results, and then there is nowhere else to go.

Mayor Daniels suggested making this an item for discussion at a future meeting to actually work through what kind of involvement the City Council is looking for and if there are any parameters that they would like to set.

Council Member Atwood added that he feels it is a good idea to be invited to meet with the departments and to learn more of what they do and if we are invited and expected to go to their meetings, then rotate which departments we meet with.

Council Member Call stated that he is in agreement with Council Member Atwood about rotating the department meetings we would visit.

NAB Chair Flegal commented that getting feedback from the Directors would help; they used to have City Council at their meetings.

Mayor Daniels stated that we will solicit that feedback and make this an agenda item at a future meeting to actually talk about what the goals and intentions and limitations will be so that employees understand what we are trying to accomplish.

- Council Member Wilson requested that an additional item be added to the discussion in the Executive Session regarding personnel and that all the Directors remain for that session.

Mayor Daniels addressed the question about the employee compensation time, in the policy and procedure manual it states that employees engaged in public safety such as law enforcement and fire, they can accrue not more than four hundred eighty hours of compensation time, those who are not part of public safety can accrue up to two hundred forty hours.

Mayor Daniels stated that we need to move to go into Executive Session and when we come out of the session then he will turn the time over to Mayor Pro Tem Call to discuss the City Administrator's position.

**ACTION:** At 8:19 p.m. Council Member Wilson moved to go into executive session, a strategy session to discuss the purchase, exchange, or lease of real property (UCA 54-4-205(1)(d)). Member Call seconded and the motion passed unanimously with Council Members Atwood, Call, Jensen and Wilson voting, "Aye."

PRESENT:

Mayor:

Michael W. Daniels

City Council Members:

Mark K. Atwood

Bruce Call

Lee Jensen

Jeffrey D. Wilson

Excused:

Cindy Boyd, City Council Member

Others:

Gary Clay, Finance Director

Tina Petersen, City Attorney

Richard Bradford, Economic Dev. Director

Lynn Walker, Public Works Director

Tom Paul, Police Chief

Colleen A. Mulvey, Deputy City Recorder

At 8:23 p.m. Mayor Daniels excused Deputy City Recorder Mulvey from the executive session.

**ACTION:** At 8:23 p.m. The Mayor and Council Members went into an executive session to discuss the character, professional competence, or physical or mental health of an individual (UCA 52-4-205(1)(a)).

PRESENT:

Mayor:

Michael W. Daniels

Council Members:

Mark K. Atwood

Bruce Call

Lee Jensen

Jeffrey D. Wilson

Excused:

Cindy Boyd, City Council Member

Others:

Gary Clay, Finance Director

Tina Petersen, City Attorney

Richard Bradford, Economic Dev. Director

Lynn Walker, Public Works Director

Tom Paul, Police Chief

**ACTION:** At 8:29 p.m. Council Member Call moved to close the executive session and return to regular session. Council Member Jensen seconded the vote and the motion passed unanimously with Council Members Atwood, Call, Jensen and Wilson voting, "Aye."

Mayor Daniels stated that we have the responsibility to purchase these properties at the fair market value, not at a price that is substantially higher.

Mayor Daniels asked the Council members if they thought the City should go ahead and purchase the

property at this time. Council Members Atwood, Call, Jensen and Wilson all said “no.”

Director Clay stated that he would inform the property owner of the Council’s decision.

Mayor Daniels recused himself (at 8:29 p.m.) from the Council room for the next discussion. He turned the time over to Mayor Pro Tem Call to lead the discussion. Mayor Pro Tem Call explained that the Mayor recused himself due to a potential conflict of interest.

Mayor Pro Tem Call stated that he, Council Member Boyd and Administrator Mills met with the members of the BYU Masters of Public Administration program who will be assisting us with the first phases of selecting the new City Administrator. We will be referring to this group as the Application Review Committee (ARC), they are three graduate students and others as needed, they will have faculty oversight at all critical points involved with this project. They all understand that the transparency on this project is paramount. The portion that they will provide will be the job posting, statewide and nationally, the initial screening based on quantitative score carding, training to the Council on the process and full electronic documentation.

Mayor Pro Tem Call explained that what we need to get tonight is input from everyone on what we want for this job description. The salary range is already established so there is no need to discuss that. Mayor Pro Tem Call stated that he will summarize what is discussed tonight and forward it on to the ARC so that they can craft a polished version of the job description, which City Council, Administrator Mills and Attorney Petersen will review before the job gets posted. The goal is that by July 8<sup>th</sup> to have the final job description so that it can be posted on August 1<sup>st</sup> and have it open through the month of August.

Council Member Atwood stated that at that point we will be without a Mayor. Mayor Pro Tem Call stated that that was correct and that is another, different issue that the Council will have to discuss and decide what is to be done.

Mayor Pro Tem Call pointed out that starting August 1<sup>st</sup>, to maintain the objectivity and transparency we will not have contact with the ARC, the next time we would hear back from them will be in regards to their filtration of the final candidates. During the timeframe of September 1<sup>st</sup> through October 12<sup>th</sup> is when the ARC will review applicants and conduct interviews to result in the top number of applicants. City Council does need to decide the number of final candidates that we want to be presented to us. At the October 13<sup>th</sup> Work Session meeting the ARC will present the resumes of the top applicants along with an executive summary of their process. If City Council does want to follow the same kind of quantitative score carding that the ARC has used, they will train us how to do this. Council Member Atwood suggested limiting that meeting on October 13<sup>th</sup> to only include the ARC presentation, stating that it is important enough to devote the entire time to the subject. Mayor Pro Tem Call agreed and stated that he would also prefer the Work Session meeting on July 14<sup>th</sup> to be limited to the ARC presentation and discussion as well.

Mayor Pro Tem Call then stated that by October 13<sup>th</sup> we will need to coordinate the Council Members schedules so that they can be available to be involved with the interviews. Council Member Atwood asked if there would be any interviews done over the phone. Mayor Pro Tem Call stated that

we may have to depending upon the applicant. Council Member Atwood stated that he feels that this is important enough that they should fly in and be present for interviewing. Council Member Wilson agreed.

Mayor Pro Tem Call explained that the last part of October, the 15<sup>th</sup> through the 30<sup>th</sup> will be when the first round of interviews is conducted and then we will hold an Executive Session to reduce the list down for the final interviews. The final interviews will take place after the election in November so that the current and new Council Members will be involved in this process.

Mayor Pro Tem Call stated that for the Work Session on July 14<sup>th</sup> that he will need to leave early and would like to start the meeting earlier. It was agreed to begin the July 14<sup>th</sup> meeting at 6:00 p.m.

Mayor Pro Tem Call stated that at this next Work Session meeting the ARC will basically be conducting a brainstorming session to find out what qualities that we feel are most important and start applying weight to them. This is the information that we as a Council need to provide to them.

Mayor Pro Tem Call then stated in reviewing the job descriptions from other cities, they vary in the details but still cover the same basic things which are; what is the job, what are the essential duties, what are the requirements in terms of education and experience and are there any other additional skills. Mayor Pro Tem Call then asked the Council members what elements were of most importance to them. Mayor Pro Tem Call started with the input that Council Member Boyd had given to him; she states that her main item was with the required education and experience; she feels that a Masters degree is definitely desired.

Mayor Pro Tem Call pointed out that on all of the job descriptions provided they do include along with the required education a line that states something to the effect of: or equivalent experience, or related field. Mayor Pro Tem Call then asked the Council members for their thoughts.

Council Member Jensen stated that he feels strongly about the education, yet we do not want to recruit someone who is basically fresh out of school and using this position as a sort of stepping stone on their career ladder. Someone with ten years experience would be less likely to view this as more short term than someone with only two years or less.

Council Member Wilson commented that he does agree with requiring education but if we do set the education requirements too high then we are not going to give anyone with real experience the opportunity to be considered.

Council Member Atwood stated that he is in favor of requiring education and also liked the idea of experience but that sometimes they are to set in certain ways based on their last position. He would like to see some fresh, new ideas but to keep in mind that this is Pleasant Grove, not the city where they came from.

Mayor Pro Tem Call suggested that when we meet with the ARC that we heavily weight the requirement of education because it is important to us. Also to summarize what we have discussed tonight we will let them know to add to the job description that a Bachelors degree is required, an MPA is preferred or related field with a minimum of five years experience. Mayor Pro Tem Call asked

the Council members to review the current City Administrators job description to see if they want any of it to be edited and send their thoughts to him by Thursday so that he can get them forwarded to the ARC so that they are included in the crafting of the first draft.

Mayor Pro Tem Call added an idea of Council Member Boyd's that he thought was a great one, she suggested using a standardized job application that gets filled out online. They are welcome and encouraged to send their resume but there are standard items and questions that they all must complete plus as these applications are reviewed they are all organized in the same way

Mayor Pro Tem Call stated that he feels that we have an opportunity here to get some really powerful, stellar candidates and our first order of business is to represent our citizens to the utmost. Mayor Pro Tem Call then asked if there was any other business that needed to be taken care of, in that there was none he asked for a motion to adjourn.

**ACTION:** At 9:05 p.m. Council Member Wilson moved to adjourn the meeting. Council Member Atwood seconded and the motion passed unanimously with Council Members Atwood, Call, Jensen and Wilson voting, "Aye."

## **8. Adjourn**

Meeting adjourned at 9:05 p.m.

This certifies that the Work Session Minutes of June 30, 2009 are a true, full and correct copy as approved by the City Council on July 21, 2009.

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Colleen A Mulvey, Deputy City Recorder