

Pleasant Grove City Council Work Session Minutes
March 31, 2009
7 p.m.

PRESENT:

Mayor:

Michael W. Daniels

City Council Members:

Mark K. Atwood

Cindy Boyd

Bruce Call

Lee Jensen

Jeffrey D. Wilson

Excused:

Frank Mills, City Administrator

Tina Petersen, City Attorney

City Recorder:

Kathy T. Kresser

Colleen A. Mulvey, Deputy Recorder

Others:

Gary Clay, Finance Director

Ken Young, Comm. Dev. Director

Richard Bradford, Economic Dev. Director

Deon Giles, Leis. Services Director

Lynn Walker, Public Works Director

Marc Sanderson, Fire Chief

Tom Paul, Police Chief

Karen Bezzant, Treasurer

Libby Flegal, NAB Chair

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

1. Call to Order

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

2. Opening Remarks

Opening Remarks were given by Council Member Atwood.

3. Center Stage to perform a number from “You’re A Good Man Charlie Brown”

Mayor Daniels turned the time over to the Center Stage Youth Performers. Cast members Joseph Argile and Amanda Hoggs performed a number called “Schroeder” from the upcoming show “You’re A Good Man Charlie Brown.” This production will be performed at the Covey Center for the Arts located in Provo, starting on April 21 through the 24th.

4. Fox Hollow Golf Course report on operations and finances.

Mayor Daniels turned the time over to Neil Miller. Mr. Miller explained that he would briefly review the Fox Hollow business report that was presented to the Mayors on February 9th and stated that this now has become the new business plan. Mr. Miller remarked that it is a very aggressive plan stating that they do recognize the economic issues that are impacting the Cities and that they also plan on participating in “tightening of the belt.” Mr. Miller stated that this plan is basically an extension of what was done by Lewis, Robertson and Young back in 2006, taking it forward and working to make Fox Hollow Golf Course one of the premier golf courses in Utah County as well as the State. Mr. Miller pointed out the decision made with the Mayors, because of the economic conditions is that there is no way of financing a large amount of capital improvements, stating that it is just going to take a longer period of time to get to a point in their plan where they would like to be. Mr. Miller briefly went over the financial report stating that they are at the same point there were at last year. He said that for the first time they were able to generate revenue in January and February because of the banquet room. Mr. Miller stated that the year to date revenue (based on fiscal year) through the end of March is up one hundred sixty three thousand five hundred dollars which is fifty five percent greater than it was one year ago. He said that the expenses are up about six and a half percent from a year ago, stating that the expenses are holding relatively steady, the net income is up about forty four percent. Mr. Miller mentioned that he feels positive because the losses are a lot less than this time a year ago, but that the cash flow continues to be critical with the reason being the winter months stating that in March they are about thirty thousand dollars under what was projected mainly because of the weather. Mr. Miller expanded on what their goals are and how they plan on getting through during these economic times, he stated that they have increased the fees by ten to fifteen percent and at this point does not know what impact this may have. They are discussing the decision to light the driving range with six light poles; this would definitely help generate revenue and is a top priority. Mr. Miller said that in efforts to cut costs they have delayed in hiring the part-time seasonal employees and will probably not be fully staffed until July, they want to become more player friendly and thinks that shortening the course by five to six hundred yards and adding another tee box will help. Mr. Miller stated that he feels that the Cities have provided them with a beautiful asset to manage and that he wants the customers to have a good, enjoyable experience. Mr. Miller then turned the time over to Rick Roberts to explain more on their revenue generating ideas and opportunities.

Rick Roberts stated that they have been working with Chase Media this past year and they have done some work in trade to help out with the current financial challenges, one of them being a commercial on Comcast broadcast during Tiger Wood’s first tournament this year. Chase Media has also been instrumental in getting Fox Hollow to host the U of U/BYU football grudge match which was formerly held at Thanksgiving Point. Mr. Roberts stated that they are trying to be proactive and do a little bit of advertising and trying to be creative. He said that they have brought in a wedding planner/coordinator who promotes and coordinates events for the banquet room, she is not paid as an employee of the golf course but by the customers she brings in to use the facilities. Mr. Roberts stated that they are doing everything possible to move forward and really tighten the bottom line and do all that they can to keep this the best facility around. Mr. Roberts mentioned a couple more ideas that they are looking into, one being hosting cross-country skiing events and another a haunted woods during the month of October stating that they are trying to explore every avenue possible to create revenue. Mr. Roberts stated the presently the tournament outings are down, a lot of companies are holding off bookings and that they are planning to host a corporate day where they can “wine

and dine” all of the big business owners in the three cities in hopes of getting more corporate outings reserved. Mr. Roberts then asked if there were any questions.

Council Member Wilson commented that he did see the commercials. Mr. Roberts stated that there is also a commercial on the banquet room that is running on WB and they have already booked two wedding from that.

Council Member Jensen asked about what the cost savings is by holding out until July to be fully staffed. Mr. Miller stated that by bringing on people little by little the cost savings is about eight to ten thousand dollars a month. Mr. Miller explained that they feel it is important to maintain a professional staff at the golf course and that he has asked the Board Members to step up. He said that they have formed four committees with Board Members on each of the committees; there is an Executive Committee which oversees the management and housekeeping tasks and this committee is made up of the Chairpersons of each of the other committees and to have future continuity the Chairmanship rotates each January from City to City. The other committees are the Finance Committee, Ray Pullman is the Chairperson, the Marketing Committee with George Shull and the Greens and Grounds Committee the Chairperson is Dean Miller.

Mr. Miller explained that they are coordinating the way the finances are being handled and also changing some of the banking relationships as well as changing over from a fiscal year to a calendar year and strengthening the internal controls. Mr. Miller stated that they would like to come in and report to City Council on a quarterly basis and that they would also like to organize a quarterly invitation to come play golf.

Council Member Wilson posed the question of how the workers will be affected by not being fully staffed until July. Mr. Roberts replied that it is going to be a challenge but that they are going to have some volunteers with the outside services. Mr. Roberts also said that he will be manning the desk more. Mr. Miller added that the Board is committed to make sure they have enough staff to operate as efficiently as possible. Mr. Miller stated that they do appreciate the Council’s support and the efforts and direction from Council Member Jensen.

Mayor Daniels told Mr. Miller that the work he is doing is appreciated. The Mayor also expressed appreciation to Mr. Roberts for his efforts to please the patrons and ensure that they have a good experience on the course. Mayor Daniels stated that it looks like things are turning for the better and that Council is pleased with the direction and goals that are being implemented.

5. Department Report (Public Works)

Director Walker remarked that over the past years there have been many personnel changes in the Public Works, Streets and Storm Drain units and that everyone has settled into their roles and he is very pleased with their attitude and work ethic. Director Walker then turned the time over to the new Streets and Storm Drain Superintendent, John Goodman to introduce some of his crew and talk about the projects they are working on.

Superintendent Goodman began by introducing himself and the following members of his team; Jerry Phillips who operates the street sweeper and helps out with road repairs and snow removal, Robert Clayton who works on the storm drain crew as the inspector/operator and does sign repair and

inspection, Mark Atwood who also works on the storm drain crew and sign repair and inspections, Gene Ellington works in the street department he is the lead in the road maintenance section, then the newest member Cory Medeiros who works road maintenance. Superintendent Goodman stated that he feels fortunate in that he has the best group of employees in the City.

Superintendent Goodman mentioned that in this past fiscal year that two employees have retired; Dennis Carter the former Superintendent and Leroy Carter and that he was grateful for their years of service and experience and the things that have learned from having the opportunity to work with them.

Superintendent Goodman stated that Horrocks Engineers is working on the streets master plan and will provide information that will be helpful in the application process for grant and stimulus money.

Superintendent Goodman gave a brief overview of the projects they have been working on this past year stating that they maintain approximately one hundred and eight miles of paved roads which is the equivalent of two hundred sixteen lane miles. Last year working with Geneva Rock, five miles of pavement overlay was completed and this year five more miles are planned to be completed. Five miles of roads have been crack sealed and this year they will not be contracting this out but doing the work themselves and plan on completing seven to ten miles. He stated that during the winter snow season they have put out over two million pounds of salt in efforts to keep the roads safe. Superintendent Goodman stated that the storm drain system covers about eighty five miles, some of it is piped and some is open ditch. He stated that his storm drain department has done a good job in keeping the City in compliance with the Federal regulations.

Superintendent Goodman commented that he is grateful for the efforts of his team that they do a great job. He then asked if there were any questions.

Council Member Call commented that during the winter storms they did a fantastic job of keeping the roads clear.

6. Discussion of items for the upcoming April 7, 2009 City Council meeting.

The Mayor pointed out from the Consent items that Steve Shrader will be appointed as a regular member of the Planning Commission. The Mayor then read the items of business from the agenda

a. To consider a Proclamation declaring Saturday, April 25, 2009 as “Arbor Day.”

Director Giles stated that they will be planting approximately fifty four trees in Manila Creek Park.

b. To consider a Resolution amending the Interlocal Agreement with Lindon City regarding the common planning and taxing district.

Mayor Daniels stated that on this item that some of the language in this agreement contradicted itself and Attorney Petersen will be presenting the changes.

- c. **To consider a Resolution accepting a petition for annexation of certain real property known as the 700 South Annexation, under the provisions of Sections 10-2-403 and 10-2-405, Utah Code Annotated, 1953, as amended and providing an effective date.**

Mayor Daniels stated that these are remnant parcels that should have been annexed into Pleasant Grove. Attorney Petersen will be presenting this Resolution.

- d. **Public Hearing to consider an Ordinance to amend text in Title 10 Chapter 2/ADMINISTRATION AND PROCEDURES, specifically Section 2, providing language for the administration of parcels having more than one zone; and amending Section 9, clarifying Council involvement with Site Plan approvals providing reference to the correct section of the code for specific details; and amending Section 12 to begin removing the numbers attached to land use classifications; also amending Section 13 to change the title to “ADMINISTRATIVE (MINOR) APPROVALS,” including re-wording the text in that section, setting forth the criteria for approving a Minor Site Plan at the request of Pleasant Grove City Staff (CITY WIDE IMPACT)**

Director Young stated that in reviewing this section of the code there are a few items they needed to be cleaned up it's basically a housekeeping task. He stated that for parcels that may have more than one zoning designation this will provide clear guidelines in the code as to how to handle these situations. Also that City Council is included on site plan approvals. Director Young also stated that they have been going through all of the zoning code chapters to re-categorize and remove the numbers on the land use titles and list them alphabetically. Council Member Call asked if they are taking out all the numbers or re-listing them alphabetically. Director Young stated that they are taking the numbers away from it but the use will still be there this requires a substantial review, the effort is to clean these up and in the end we will have a cleaner, easier document to work with. Director Young explained that on the minor site plan approvals some of the items that come up that require a minor adjustment can be made through administrative approval rather than having to take it back to the Planning Commission.

- e. **Discussion regarding accessory apartments in Pleasant Grove.**

Mayor Daniels stated that this is a result of the public input that we have received and regarding any discussion on how the Council wants to proceed forward. The Mayor asked if there was any discussion on this item. There was none.

7. Mayor, City Council and Staff business.

- Director Young commented that he is enthusiastic about the trend in business as things are starting to look up economically, stating that we are still a year or two away from any significant recovery but that it is nice to have people calling and asking for things again.
- Director Giles stated that the Planning Commission has granted them the conditional use permit for the Manila Creek Park fishing with the wading and beach area.
- Director Walker mentioned as a reminder that the City Clean Up days are April 18th through the 26th.

- Mayor Daniels stated that Director Clay has produced the sales tax report and for the first time in seven months we had a slight upturn and if the trend continues we shouldn't be low on the budget end. Director Clay stated that we are fine on the budget.
- Council Member Call stated that the new version of the City website is now live and encouraged everyone to take a look and check to make sure their information is correct.
- Council Member Atwood asked if we still had the lights and the poles that were taken down from the ballpark, wondering if they would be of any use to the golf course. Director Giles replied that most of them were thrown out because they were not good plus that they are expensive to operate and the poles belong to Rocky Mountain Power.

Council Member Atwood pointed out that on the work at the golf course Pleasant Grove and American Fork did some work on the paths and Lehi committed to do the lighting and is there a way that we find out what happened about that. Council Member Jensen stated that the golf course has reinforced the commitment with both American Fork and Lehi and as far as the lighting goes it does not involve Pleasant Grove at this point. Director Clay stated that Lehi would be furnishing all of the wiring and American Fork's electricians would be doing the hook ups. Council Member Atwood stated that the lighting is something that could recoup the cost and be generating money. Council Member Jensen stated that they are forecasting that it will take less than twelve months to put them in at about a total cost of thirty to thirty five thousand dollars.

Council Member Atwood brought up an issue about bonding money for sidewalk, curb and gutter work. The money is put up and then later when they go to do the work, that bonding money no longer covers the whole cost and the City is having to come up with the difference. Director Walker explained that this issue does run into a timing problem and we don't get enough in the bond, when the time comes to do the work the pricing may have changed even in a very short amount of time. He stated that the Engineer sets the bonding amount and he has discussed this with Engineer Lewis and Attorney Petersen and it is agreed that the amount can be changed it just needs to come up before and be approved by City Council.

- Mayor Daniels asked the Council and Staff to reserve Saturday, May 16th for the Annual Budget meeting. The Mayor said that due to this year's tight financial situation and in an effort to conserve money the Budget Retreat will be held here in City Council Chambers starting at 8:30 a.m. A copy of the budget will be handed out for review ahead of time. The Mayor stated that they will also be discussing changes that will be made to the Employee and Personnel and Procedures Manual. The Mayor added that there will also be an executive session to discuss salaries and the results of the salary survey that was performed by the University of Utah.

Mayor Daniels reminded everyone that the Utah League of Cities and Towns Conference being held in St. George is two weeks away and that registration information needs to be turned into City Recorder Kresser today.

ACTION: At 8:02 p.m. Council Member Wilson moved to adjourn the meeting. Council Member Atwood seconded the vote and the motion passed unanimously with Council Members Atwood, Boyd, Call, Jensen and Wilson voting “Aye”.

ADJOURN

Meeting adjourned at 8:02 p.m.

This certifies that the Work Session Minutes of March 31, 2009 are a true, full and correct copy as approved by the City Council on April 21, 2009.

Colleen A Mulvey, Deputy Recorder