

Pleasant Grove City Council Work Session Meeting Minutes
July 30, 2013
6:00 p.m.

PRESENT:

Mayor:

Bruce W. Call

Council Members:

Lee G. Jensen
Cyd LeMone
Kim Robinson

Excused:

Cindy Boyd
Jay Meacham

Staff Present:

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

Other:

Strawberry Days Committee Members
Rodeo Committee Members
Zane Morris, Thorneberry
Aaron Mencer, Public Involvement for UDOT Project
Sherri Atwood, Emergency Plan Presenter
Representative Green

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

1) **CALL TO ORDER**

Mayor Call called the meeting to order and noted that Council Members Jensen, LeMone and Robinson were present. Council Members Boyd and Meacham were excused from the meeting.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Assistant to the City Administrator, David Larson.

3) **OPENING REMARKS**

The Opening Remarks were given by NAB Chairperson, Libby Flegal.

4) **RECOGNITION OF THE STRAWBERRY DAYS AND RODEO COMMITTEES**
Presenter: Director Harrison.

Arts and Culture Director, April Harrison, reported that she has attended many Strawberry Days and Rodeos but never realized how much work was involved until she began attending committee meetings. She stated that volunteers spend countless hours and months of preparation in addition to the full week of festivities.

Director Harrison reported that Betty Memmott has served as Strawberry Days Committee Chair for three years. Prior to that she served on the committee for 12 years and before that she served on the City Council. Ms. Memmott identified the committee members as Jeff Matthews, Scott Fugal, Terry Marchbanks, Mandy Carson, Lisa Young, Tori Merrill, Kat Paulson, Shannon Orman, Mary Burgin, and Kendra Sealy. Director Harrison stated that there are also hundreds of citizens that help with the event.

Director Harrison said that Denny Farnworth serves as Rodeo Committee Chair and Mark Goodman serves as Queen Contest Chair. The Rodeo Committee was comprised of Kaylon Whitely, Phil Brown, Kent Ackerman, Randal Honey, Mike Green, Clint Panter, Jackson Jones, Brad Green, and Paul Merrill.

Director Harrison stated that Mr. Farnworth has participated in the Rodeo for 13 years. He loves the event and always makes it special for the community. He spends his free time attending rodeos, interviewing organizers, scouting talent and acts, and looking for ways to improve the Strawberry Days Rodeo. Mr. Farnworth stated that the Pleasant Grove Rodeo is ranked among the top 10% of all 600 rodeos in the United States and Canada.

Director Harrison thanked the Strawberry Days and the Rodeo Committees for their hours of hard work. The Council and staff also thanked City staff for their efforts.

Council Member Robinson stated that watching the grace in which Ms. Memmott conducted the committee was wonderful. She managed everything perfectly and had great support from her family behind the scenes. Council Member Robinson thanked Mr. Farnworth for the tribute to Glenn Hansen and Jim Green.

Director Harrison and Council Member Robinson gave each committee member a pin and certificate of thanks. Mayor Call added his thanks to the Strawberry Days and the Rodeo committees.

5) INTRODUCTION OF NEW EMPLOYEES

Police Chief, Mike Smith, introduced Officer Glenn Giles and stated that he was born and raised in Pleasant Grove. He was married in 1999 and has four children. Officer Giles has worked in landscaping and as a volunteer firefighter. He graduated from the Utah Valley Law Enforcement Academy in 2005 and began working at UVU as a Reserve Officer for the City since 2010. Chief Smith stated that Officer Giles is an asset to the City and department and he was thrilled to have him as a full-time Officer.

Chief Smith introduced Taylor Abegg who served previously as the City's part-time Zoning Officer. Mr. Abegg is now a full-time employee. He is from Pleasant Grove and has a wife and four children. He served an LDS mission to Cape Town, South Africa, and earned a Bachelors' Degree from UVU.

Chief Smith introduced Nakell Humes who serves as the new Transport Officer. She recently finished her Police Academy training and is doing a great job. She is newly engaged and excited to be working for the City.

Chief Smith introduced Becca Mallory and reported that she worked previously as a part-time Dispatcher. She was recently hired as a Victims Advocate and was born and raised in Orem City. She is 27 years' old and has been dispatching for five years. She is married to an Orem Police Officer.

Chief Smith stated that James Oliver was hired to serve as the new part-time Zoning Officer. Mr. Oliver is from Lehi and is married with a young family. He graduated from the Police Academy in 2013 and chose law enforcement because of the service it provides the community.

Chief Smith introduced John Wadley as a new volunteer. Mr. Wadley grew up in Pleasant Grove and is married with four children.

Chief Smith stated that the new employees who were unable to attend tonight's meeting were Jake Hardy who will be a new dispatcher and new volunteer, Rick Macy.

Parks and Recreation Director, Deon Giles, introduced Brent Phillips and Spencer Carpenter who are the newest Parks and Recreation employees. Mr. Phillips will work on the Community Center and everything west. Mr. Carpenter will be in charge of Battle Creek East. He stated that both are doing an excellent job.

Director Giles stated that Randy Johnson was promoted to Park Foreman and Ken Rymer was promoted to Park Superintendent. Dusty Boren serves as the Sexton for the Cemetery and Dave Thurston was transferred from the Parks Department to the Cemetery as the Assistant Sexton. Director Giles stated that things are going well in the department.

6) **CONTINUED PUBLIC HEARING TO CONSIDER FOR ADOPTION AN ORDINANCE (2013-25) AMENDING CHAPTER 10-11g, DOWNTOWN MIXED USE OVERLAY ZONE (DMU), OF THE PLEASANT GROVE CITY CODE, REGARDING THE PERMITTED USE OF MULTI-FAMILY UNITS NOT ATTACHED TO COMMERCIAL, AND AN ASSOCIATED MAXIMUM DENSITY OF 16 UNITS PER ACRE, ETC. (ZANE MORRIS, APPLICANT). (OLD FORT, LITTE DENMARK, AND STRINGTOWN NEIGHBORHOOD) (Continued from the July 16, 2013 meeting) Presenter: Director Young.**

Community Development Director, Ken Young, stated that the above matter is an ongoing discussion item. The Thorneberry Apartments are considering an expansion through their property to the Gray property. He reported that the ordinance no longer allows for the development of multi-family housing if it is not attached to commercial. This particular expansion was anticipated and envisioned over 10 years ago but for various reasons was not approved.

Director Young stated that under the direction of the City Council and after the Planning Commission's review, the applicant representing Thorneberry, Zane Morris, met with the owners of the Gray property to present a proposed development. Mr. Morris looked at the recently approved Greenhouse Building as a concept for how to develop the Thorneberry Property so that there will be a similar arrangement for parking and a similar type of building. Due to the Council's request, Mr. Morris looked into building only one building with 24 units instead of his originally proposed two buildings.

Director Young stated that staff feels the proposed plan is a win/win situation. The City will be able to accomplish the provision for commercial development and Thorneberry is able to accomplish the expansion of their project by 24 units and will utilize property that is away from the street frontage. In order to develop the project the City ordinance needs to be amended.

Director Young stated that the request is for the Council to look at the proposed amendments to the ordinance and make a decision. The amendment will add a conditional use to the permitted and conditional uses, specifically multi-family dwellings not attached to commercial. The expansion of existing developments only would apply to the setback minimum of 100 feet. This will limit the changes in the ordinance to apply only to the Thorneberry property because there are no other existing projects in the downtown area.

Director Young stated that there must also be an amendment to the maximum residential densities. The ordinance currently only allows for 16 units per acre and this development would include 24 units. Director Young stated that a few other minor changes are needed to make the ordinance work with the proposed amendments. There will be verbiage changes relative to parking so that it relates to all multi-family dwellings and so that there is one garage for each new unit except when they fall into this new use category. In multi-family developments under this use category an attached garage is not required. There is a specific new requirement for walkways that states that new walkways will match the existing project.

Director Young stated that the amendments are crafted for this particular property to develop as requested and as shown and discussed.

Mr. Morris was present and available to answer questions. Mayor Call was pleased that both sides were able to work together to accomplish the goals of the City and Thorneberry.

Council Member Jensen asked if the Gray property will remain with Mr. Morris. Mr. Morris stated that the commercial portion will continue to be owned by Gray. Because of the commercial market he felt that some sort of commercial will likely utilize what exists currently until someone wants to develop something different.

Mayor Call opened the public hearing. There were no public comments. The public hearing was closed.

ACTION: Council Member Jensen moved to approve Ordinance 2013-25 amending Chapter 10-11g, Downtown Mixed-Use Overlay Zone of the Pleasant Grove City Code regarding the permitted use of multiple-family units not attached to commercial and an associated maximum density of 16 units per acre. Council Member LeMone seconded the motion. A public hearing was held. A voice vote was taken and the motion passed unanimously with Council Members Jensen, LeMone, and Robinson voting “Aye.”

7) **CONSIDER THE APPROVAL OF A 4-LOT FINAL PLAT CALLED HARDMAN SUBDIVISION PLAT B FOR PROPERTY LOCATED AT APPROXIMATELY 372 EAST 1100 NORTH IN THE R1-8 (SINGLE FAMILY RESIDENTIAL) ZONE. (MONKEY TOWN NEIGHBORHOOD) Presenter: Director Young.**

Director Young presented the staff report and stated that the request is for a simple plat that divides the property into four lots. Lot 1 will be divided into three lots, which had been anticipated since 2007 when the Hardmans approached the Board of Adjustment and were granted two variances for the lot width and the flag stem width. What was proposed was anticipated by the City and there were no concerns. Tonight’s action simply finalizes the plat.

Council Member Jensen asked if there were any issues with respect to fire access. Director Young stated there will be a T-turnaround. Fire Chief, Marc Sanderson, had looked at the turnaround and was satisfied with it.

ACTION: Council Member Jensen moved to approve the proposed four-lot final plat to be called the Hardmans Subdivision Plat B located at approximately 372 East 1100 North in the R-1-8 Single-Family Residential Zone. Council Member Robinson seconded the motion. The motion passed with the unanimous consent of the Council.

8) **TO CONSIDER THE REQUEST OF STAKER PARSON COMPANIES FOR A PERMIT TO EXCEED THE NOISE ORDINANCE FOR THE UDOT STATE STREET IMPROVEMENT PROJECT Presenter: Attorney Petersen.**

City Attorney, Tina Petersen, stated that roughly one month ago she received a request from UDOT Contractor, Daniel Parsons, who requested a variance to the Noise Ordinance for the State Street widening project. The variance was requested because they have been required to do some of the work at night in order to minimize the traffic shut down. The Noise Ordinance provides for an exception to be granted by the Mayor and the City Council for special projects such as this.

Attorney Petersen stated that this is the first of two or three variance requests that is specifically for the installation of underground pipe on 300 East. The work will be done August 5 and 6. Every effort will be made to notify residents who live near the work site. Even with the variance the workers cannot exceed 105 DBAs between the hours of 10:00 p.m. and 7:00 a.m. The variance will be good from August 5 to 10 only. Attorney Petersen said that the entire project should go from the beginning of July through the end of October or November. There will be some milling and paving work taking place along State Street in Pleasant Grove.

Council Member LeMone asked if the City is requiring UDOT to notify the residents. Attorney Petersen's understanding was that it is in the contract but she would verify that. Aaron Mencer is over public involvement in the UDOT project. He explained that they are required to provide fliers to the residents and will try to do that five days before the project begins. The flier includes a 24-hour hotline to provide information and answer questions. Mr. Mencer stated that they will likely notify all residents up to the next cross street. The work is not overly loud the entire night and stated that they try to be responsible and thoughtful.

ACTION: Council Member Jensen moved to approve the request by Staker Parson Companies for a permit to exceed the Noise Ordinance for the UDOT State Street Improvement Project. Council Member LeMone seconded the motion. The motion passed with the unanimous consent of the Council.

9) **DISCUSSION ON THE EMERGENCY OPERATIONS PLAN** *Presenter: Sherri Atwood.*

Sherri Atwood reported on the recent National Academy Conference and stated that they were taught great concepts and learned a great deal about different disciplines pertaining to emergency response. They especially enjoyed the live EOC practice. They also benefitted from other cities who shared their real life experiences involving flooding and wildfires. Ms. Atwood stated that the City has made great progress in the last few years but there is a lot of work still to be done.

Ms. Atwood stated that after EMI she attended an emergency planning course in Salt Lake City. Expert planners shared how they wrote their Emergency Operations Plan. Pleasant Grove is on the right track and she felt positive about the direction the City is moving.

Ms. Atwood distributed the draft Emergency Plan to the Council Members and informed them that the Emergency Committee meets and works on the plan. Department heads and others attend the meetings. She suggested it be a community plan and she hoped to involve community members in the committee meetings.

The first section of the plan is an operational conceptual description that outlines the intent of the plan for Pleasant Grove. The second section contains a copy of the Declaration of Emergency. The third section shows the delegation of authority. The fourth tab is ESF, Emergency Support Functions, which describes who does what in each situation. The City is currently focusing on ESF six, which deals with sheltering. Director Giles heads the agency that would oversee the sheltering functions for the City. They are working with the Red Cross to finalize the details.

Council Member LeMone asked if this is the first time that a physical Emergency Plan has been compiled. Attorney Petersen stated that there has been a plan before but this is the most updated version and the format follows FEMA guidelines. Ms. Atwood explained that the Plan is closely aligned with the State of Utah's plan. In response to a question raised by Council Member LeMone, Ms. Atwood stated that the goal is to attend emergency trainings when possible. She remarked that the EMI training was preparedness and response training and the next one will be a recovery training. She noted that the grant covers the majority of the costs each year.

City Administrator, Scott Darrington, stated that there are four sections of the training that will benefit the City and noted that this is the first time Pleasant Grove has attended this type of training.

Ms. Atwood stated that they would like the basic part of the Plan to be public record and posted online. The more tactical and specific pieces of the Plan will be protected records. Chief Smith stated that the Plan involves what the City will do and not what citizens will do during a disaster. There is a great deal of information for FEMA and other related sites for citizens to review. Chief Smith reported that the State has a lot of information for citizens on their website as well.

Administrator Darrington indicated that once they have created the plan they will meet with churches and community members for training. The Red Cross will assist in CERT training as well. Council Member LeMone suggested a one-page information sheet be created for citizens.

Ms. Atwood requested that the Council Members read the plan. Council Member Jensen thought that in order to be compliant the Council will have to pass NIMS compliance sections. Chief Sanderson stated that the only way the City can be eligible for federal funds is to be NIMS compliant. As long as they are working toward the goal of all employees and elected officials becoming NIMS certified, they are considered to be in compliance. Administrator Darrington stated that the City has hosted 300 to 400 level courses during the year so most of the staff is certified.

Ms. Atwood stated that the Basic Operation Plan will be presented to the Council for approval once it is complete.

10) DISCUSSION ON AGENDA ITEMS FOR THE AUGUST 7, 2013 CITY COUNCIL MEETING.

Mayor Call stated that there were be consent agenda items as well as an open session. The one business item will be a discussion regarding property taxes. Mayor Call stated that the meeting is scheduled to begin at 6:00 p.m. and a tour will take place prior to the public hearing.

11) MAYOR, CITY COUNCIL AND STAFF BUSINESS

Administrator Darrington reported that he will be gone the remainder of the week and will not have access to email or phone. The info for the August 7 meeting was distributed and the videos were expected to be completed soon. Any questions were to be addressed to the Mayor in his absence.

Chief Sanderson stated that they took advantage of the ordinance put in place for Wild Land Firefighting and sent their first deployment consisting of a single resource two paramedic

ambulance to the Spanish Fork fire last week. Due to the rainstorm, however, they were only needed for one day. The reimbursement was \$1,200.

In response to a question raised by Council Member Robinson, it was reported that the August 7 meeting will be held at the Fire Station.

Council Member LeMone asked for an update on the Promenade. Assistant Larson stated it has gone well and there has been very good attendance. The first and second place winners last weeks singing competition were to perform again this week.

12) SIGNING OF PLATS

The Flinders and the Earl's boundary line plats were signed.

13) ADJOURN

ACTION: Council Member Jensen moved to adjourn. Council Member LeMone seconded the motion. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 7:09 p.m.

This certifies that the City Council

Minutes of July 30, 2013 are a true,
full and correct copy as approved by
the City Council on September 3, 2013

Kathy T. Kresser, CMC, City Recorder

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