

Pleasant Grove City Council Meeting Minutes
Work Session
August 27, 2013
6:00 p.m.

PRESENT:

Mayor:

Bruce W. Call

Council Members:

Cindy Boyd
Cyd LeMone
Kim Robinson

Excused:

Jay Meacham, Council Member

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
Anna Manwell, Election Assistant
Clint Warnick, Recreation Manager

Others:

Craig Thorne, Fisher House
Richard Noble, NUCCA Presenter
Kelly Post, Lewis, Young and Burningham

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 Boyd, LeMone and Robinson were present. Council Member Meacham was excused from the meeting.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Recreation Manager, Clint Warnick.

3) **OPENING REMARKS**

The Opening Remarks were given by Finance Director, Dean Lundell.

4) **FISHER HOUSE RECOGNITION FOR MACEY'S GROCERY STORE.**

Craig Thorne was present on behalf of Fisher House which is similar to The Ronald McDonald House, but for Veterans. It is located near the VA Hospital in Salt Lake and a place where wounded warriors can stay while undergoing multiple days of therapy or surgery at the hospital. Mr. Thorne reported that several food drives had been conducted and the Pleasant Grove Macey's store was the only place that participated in every food drive that Fisher House did. He remarked that Macey's had been recognized by Representative Chaffetz for their service.

Mr. Thorne stated that the generous people of Pleasant Grove who shop at Maceys donated over \$25,000 worth of non-perishable food items to the Utah Fisher House. He presented a Certificate of Appreciation from Quinn Goode, the head of the Salt Lake City Fisher House. He stated that the generosity of the Pleasant Grove Macey's surpassed the generosity of every other grocery store in Utah.

Macey's Pleasant Grove Store Manager, Jared Young, thanked Fisher House and the City for their support and participation in the food drive. He remarked that this was an example of what they can accomplish when the City and community work together.

Mayor Call thanked Macey's for being a wonderful store and stated that the City was very happy to have them in Pleasant Grove. Mayor Call appreciated how Macey's treats their customers and he had never seen another grocery store with such fantastic employees.

5) **TO CONSIDER FOR ADOPTION A RESOLUTION (2013-032) OF THE MAYOR AND MUNICIPAL COUNCIL SITTING AS THE BOARD OF CANVASSERS ACCEPTING ELECTION RETURNS AND DECLARING AND CERTIFYING THE RESULTS OF THE VOTES CAST FOR THE MUNICIPAL PRIMARY ELECTION HELD ON AUGUST 13, 2013. (CITY WIDE IMPACT) Presenter: Recorder Kresser.**

City Recorder, Kathy Kresser, stated that in canvassing the election they will move precinct by precinct. Recorder Kresser reviewed each precinct with the Council and reported the number of votes each candidate received in each precinct. The votes are listed below.

Precincts 01, 01S, and 11:

Ben Stanley - 100
Diane Oscarson-Moss - 67
Andy Weight - 60
Eric Jensen - 100
Diana Anderson - 116

Precincts 09 and 14:

Ben Stanley – 117
Diane Oscarson-Moss - 62
Andy Weight - 54
Eric Jensen - 74
Diana Anderson - 107

Precincts 02 and 10:

Ben Stanley - 39
Diane Oscarson-Moss - 36
Andy Weight - 21
Eric Jensen - 30
Diana Anderson - 44

Precincts 03, 05 and 05S:

Ben Stanley – 67
Diane Oscarson-Moss – 116
Andy Weight – 52
Eric Jensen – 147
Diana Anderson - 139

Precincts 04 and 06:

Ben Stanley – 188
Diane Oscarson-Moss – 92
Andy Weight – 188
Eric Jensen – 100
Diana Anderson - 166

Precincts 07 and 08:

Ben Stanley – 106
Diane Oscarson-Moss – 81
Andy Weight – 134
Eric Jensen – 111
Diana Anderson - 188

Precincts 12 and 13:

Ben Stanley – 102
Diane Oscarson-Moss – 92
Andy Weight – 40
Eric Jensen – 112
Diana Anderson - 107

The provisional votes were as follows:

Precinct 01: Andy Weight, Diana Anderson, Eric Jensen, Diana Anderson, Ben Stanley, Eric Jensen, Eric Jensen

Total votes: Ben Stanley 101, Diane Oscarson-Moss 67, Andy Weight 61, Eric Jensen 103, Diana Anderson 118

Precinct 02 had no provisionals.

Precinct 03: Ben Stanley and Eric Jensen

Total votes: Ben Stanley 68, Eric Jensen 148 and all other totals remained the same

Precincts 04 and 06: Diane Oscarson-Moss, Andy Weight, Ben Stanley, Andy Weight, Eric Jensen and Diana Anderson

Total votes: Ben Stanley 189, Diane Moss 93, Andy Weight 190, Eric Jensen 101, Diana Anderson 167

Precincts 07 and 08: Ben Stanley, Ben Stanley, Diana Anderson, Eric Jensen, Diana Anderson, Andy Weight, Diana Anderson, Ben Stanley and Eric Jensen

Total votes: Ben Stanley 109, Andy Weight 135, Diana Anderson 191, Eric Jensen 113 and Diana Moss remained the same

Precincts 09 and 14: Ben Stanley and Diane Oscarson-Moss

Total votes: Ben Stanley 118, Diane Oscarson-Moss 63

Precincts 12 and 13: Ben Stanley, Diana Anderson, Diane Oscarson-Moss, Eric Jensen, Ben Stanley and Diana Anderson

Total votes: Ben Stanley 104, Diane Oscarson-Moss 93, Eric Jensen 113, Diana Anderson 109

Recorder Kresser presented the grand totals as follows:

Diana Anderson – 980

Ben Stanley – 821
Eric Jensen – 789
Andy Weight – 611
Diane Oscarson-Moss – 607

Mayor Call stated that the numbers were the same before the provisionals were added to the totals. He asked Recorder Kresser to explain what happens when the margins are this close and how the City determines who has won the primary election.

Recorder Kresser reported that the Utah State Code specifies that the difference between the highest and the lowest vote receiver has to be .25%, which comes out to roughly 10 votes. In this situation there were only four votes separating the candidates, which meant that Diane Oscarson-Moss had the right to request a recount. Two poll workers would be appointed to assist Recorder Kresser in recounting every ballot cast. Once the votes are recounted they will complete another Canvas with the Council.

ACTION: Council Member LeMone moved to approve Resolution 2013-032 of the Mayor and Municipal Council sitting as the Board of Canvassers accepting election returns and declaring and certifying the results of the Municipal Primary Election held August 13, 2013. Council Member Boyd seconded the motion. A voice vote was taken and the motion passed unanimously with Council Members Boyd, LeMone and Robinson voting “Aye.”

6) **PRESENTATION BY LEWIS, YOUNG, ROBERTSON, AND BURNINGHAM ON THE RECENTLY COMPLETED “COMPREHENSIVE FINANCIAL SUSTAINABILITY PLAN.”**

Director Lundell stated that in late spring there was discussion about conducting a study to evaluate properties in The Grove. The goal was to look at The Grove Area and assess the potential revenue of the large number of vacant parcels. An economic development grant was obtained to fund the study. The firm of Lewis, Young, Robertson and Burningham was hired to conduct the study. This presentation was the first step in developing longer term plans.

Kelly Post of Lewis, Young and Burningham stated that they had enjoyed working with staff. The purpose of the study was to analyze the potential fiscal growth in The Grove and determine what the targeted estimated budget revenue build out will be once everything is fully developed.

Ms. Post stated that over 200 individual parcels were reviewed and a determination made as to what they felt would be the most likely scenario for how each would develop. Nearly 650 acres remained to be developed, which had the highest development potential. The 200 parcels currently had roughly \$60.8 million of taxable value and at build out it was estimated that the same parcels would have roughly \$645 million, which translates into an additional \$4.4 million of City budget. Ms. Post stated that this would come over time and as it developed there would be additional City resources that would be needed such as fire and police. This helped give the City an idea of what type of development they need to avoid and what they need to seek.

Ms. Post stated that the two largest tax revenue sources are sales tax and property tax. Currently there is approximately \$3.7 million of property and sales tax. That number would increase to

roughly \$6.7 million. The overall budget would increase from the current \$12.1 to \$16.5 million at build out.

Ms. Post stated that the next steps and the benefit to the City involved being able to plan for future expenditures to meet within the budget needs and better understand the implications of higher or lower growth in the area. She explained that they created an active Excel spreadsheet that could be updated as things in the City change, in order to help them budget and plan.

Ms. Post commented that they also looked at preparing for future revenues. There was a transient room tax that the City could levy if they chose to. Pleasant Grove City did not currently levy that tax because there were no hotels in the City. The tax could potentially generate roughly \$125,000 per year.

Mayor Call felt the Excel sheet would be very useful as they can adjust the variables as the City grows and changes. Director Lundell stated that the study gave the City an idea of what direction they could begin to move in. He felt this would help the City put together a long term plan for development. He noted that there was great revenue potential in The Grove Area but it would also bring a lot of expense to the City and being able to plan for it was imperative.

Council Member Boyd asked if the development prices listed were based on the current zoning. Ms. Post responded that they are based on general development types and tax comparables. Council Member LeMone commented that it would be important to get this information out to the public. She felt the public assumed these businesses would generate \$30 to \$40 million in revenue and not just \$4.4 million. She stressed that bringing in business is very important but will not solve all of the City's financial issues.

Council Member Robinson asked for an explanation on the difference between low and mid value commercial. Ms. Post explained that low value commercial in this model deals with independent stores that are not connected. The mid value commercial consists of strip malls. Where there is higher density there will be higher sales tax per acre. Director Lundell stated that every parcel was listed in the presentation with an explanation of how it could be developed and what the potential taxes will be.

Mayor Call stated that the documents and the spreadsheet created from the study will be invaluable as they continue to plan and develop in the City.

7) **RICHARD AND NOBLE, NUCCA PRESENTATION ON GROUND WATER RECHARGE.**

City Engineer, Degen Lewis, stated that Richard Noble works for the firm contracted by the North Utah County Aquifer Association to conduct a study on ground water recharge. The City decided to several years ago to join the association and partner with them to complete the study. Mr. Noble stated that to get an idea of what the potential for ground water recharge could be, regarding the amount of water that may be available for recharge, the association looked at the streams in the north end of Utah County. Those rivers included American Fork, Battle Creek, Grove Creek, Dry Creek, and Fork Creek. The winter flows of those streams represented the greatest potential for recharge because the winter flow goes into Utah Lake. If it could be

captured and introduced into the ground it could be stored underground in the aquifer. It was reported that there were nearly 13,000 acre feet of potential recharge.

Mr. Noble stated there were also surplus flows in May and June that were in excess of the capacities of the irrigation systems to avert and use. Those flows come with the snowmelt runoff and it would be difficult to capture and utilize that water. That runoff represented roughly 18,000 acre feet of high water.

Mr. Noble stated that they met with the Utah State Engineers Office and determined that any water rights that the cities own as far as water in Utah Lake would be the most straight forward water rights to use for ground water recharge. Of the cities that contributed to the study there were 12,000 acre feet that could be easily used for ground water recharge.

Mr. Noble stated that the association investigated 19 alternative recharge options and prioritized that list and created the top five highest priority sites. The highest priority was the American Fork debris basin located near the mouth of American Fork Canyon. That site had the potential to recharge roughly 3,900 acre feet per year. The second highest priority site was the Battle Creek debris basin which has the potential for 660 acre feet per year. They prioritized based on the cost per acre foot of water recharged. The first two sites would require very little cost because there are existing facilities at those locations. The third site was the Dry Creek Channel as it flows through Alpine. The water goes into the ground as it flows into the channel. The fourth site is a gravel pit across the road from the American Fork debris basin owned by Highland City. This site could be excavated into a recharge basin. The fifth site is located in northeast Orem and owned by the Central Utah Water Conservancy District and includes an existing basin. These sites have potential recharge of roughly 8,600 acre feet per year of recharge capacity.

Mr. Noble stated that locations of recovery were also reviewed. For all cities involved, the water could be recovered through existing municipal wells that the cities already own. American Fork, Lehi, and Saratoga Springs are interested in drilling a new well near the border of Lehi and American Fork. That location is adjacent to the aqueduct that the Central Utah Water Conservancy District constructed and could be used to convey water to Saratoga Springs. Mr. Noble stated that near the mouth of American Fork Canyon where they would do the most recharge there is also the greatest benefit of nearly a 20-foot increase in ground water levels.

Mr. Noble stated that in order to perform the recharge in the American Fork debris basin they would need to construct structures to measure and quantify the amount of water they would put into the ground, the debris basin gates would need to be refurbished, and the sediment would have to be cleaned out. Battle Creek costs would cover measured flows and the Alpine Dry Creek recharge area would require construction of pipes. The recovery well had the highest cost but there was the potential to obtain a 65% federal grant. The total cost would be roughly \$5.2 million. The benefit cost ratio would be roughly \$8.5 million.

Mr. Noble stated that there are potential funding options for the projects. The minor project costs could come from the operating budgets of the participating cities. The Central Utah Project Completion Act provides for funding for ground water recharge projects. That project did not receive federal funding this year and it could be some time before funds are available. The Utah

Division of Utah Water Resources could assist in the cost and the final funding option would be to issue a bond.

Mr. Noble stated that the study was commissioned through the North Utah County Aquifer Association, which was organized through an interlocal agreement among the six cities and the Central Utah Water Conservancy District. The interlocal agreement only studied the feasibility of ground water recharge. There was interest among the participating cities to continue to facilitate implementation of the recharge projects. The interlocal agreement would have to be amended to provide for the continuation of the Association. Mr. Noble stated that at some future date an action item would come before the City Council for approval.

Mayor Call thanked Mr. Noble for his update.

8) **CLINT WARNICK TO UPDATE THE COUNCIL ON THE RECREATION AND POOL PLAN.**

City Administrator, Scott Darrington, stated that the City hired Clint Warnick earlier in the year and after only a few months on the job he had created a vision plan for the rec center. The Council and staff asked him to put a price and priority to the desired updates and developments.

Recreation Manager, Clint Warnick, stated that their goal is to be the best recreation center in the best run City in the State. He felt they were on that track. Based on feedback from customers and instructors, the needs and wants of the center were broken into three tiers. The first tier involved things they wanted to accomplish in the immediate future. The second tier involved things that need to be completed in the next few years. The final tier included things that would be nice to have, but that are not necessarily crucial.

Manager Warnick stated that the most important item on tier one was the phone system. There had been several requests from people in the department for an updated system. They took a tally of all of the different phone problems that the center was having and found that they were substantial. There were dropped phone calls, lost transfer calls, and lacking customer service. They were awaiting an estimate to move the rec center on to the system used by City Hall and other departments in the City.

Administrator Darrington stated that Administration, Community Development, Police, Fire and soon the Library will all be on the same network. Currently there was no way to transfer calls to the rec center. They would also like to get Public Works on the same network.

Manager Warnick stated that sound systems for the aerobics, cycling, and multi-purpose rooms need to be replaced. In most rooms there are no microphone headsets, which was difficult for instructors. They borrowed a system from the high school but the school wants the system back. Most music was being played on small boom boxes.

Council Member LeMone asked if the high school would help with part of the cost of the sound system since they use some of the rooms. Manager Warnick said the school may contribute a small amount but the rec center had a contract with the school stating that the school would pay roughly \$3,000 per year in rent so they may not want to pay much more.

Manager Warnick stated that the sound system they would like to purchase consists of one unit that will serve two rooms. The system allows for two rooms to operate separately or to combine for one large class. They would also need a portable sound system unit.

Council Member LeMone felt that sound systems were a safety issue. If patrons in the classes cannot hear what the instructor is trying to say, they could injure themselves or have other problems. She stated that the instructors are concerned as well and agreed that this should be a top priority. Council Member Robinson stated that there are events that could have been hosted in the multi-purpose room if the sound system was better.

Manager Warnick stated that the desired system has two different microphones that could be used at once allowing for two instructors in one class. The portable system would be able to accommodate a large crowd. Council Member LeMone asked if multiple bids were received. Manager Warnick stated that he was getting a basic price to know where to start. If he was told to proceed and obtain more bids.

Manager Warnick stated that the weight room needs to be expanded, which would involve moving the wall out, purchasing more equipment, installing mirrors, and doing electrical work. The \$13,000 estimated cost for the room included \$5,000 for the cross fit program. This price would include benches, more weights, and other features. The floors need to be raised as well in order to protect the flooring and equipment. The mats also need to be updated. This would also help reduce the noise from the weight room. The new equipment would be added to the existing equipment rather than replace everything.

Manager Warnick stated that cross fit would be a way for the facility to differentiate itself from other recreation centers. This would help bring in new members and maintain current members. Council Member Robinson stated that cross fit instructors live in the community who would be interested. Administrator Darrington stated that if cross fit does not last as a trend, that same space could be used for other incoming trends or used for more equipment.

Manager Warnick stated that fans, televisions, and cardio theater upgrades will all be in the cardio room. There will be large fans throughout the building to help circulate the air and cool the building. There will be four large televisions. One TV will be placed at the entrance where a program showing what was going on at the center would loop.

Manager Warnick stated that the carpet in the pool area needs to be replaced at a cost of roughly \$4,000. They have to replace the carpet every three to four years and had found it difficult to clean and maintain. There is a large cost range in outdoor carpeting with turf being the most expensive. The estimate he received to replace the carpet with turf was \$30,000. The estimate he received for a soft material found in play structures would be \$46,000. The turf has an eight-year warranty but should last 10 or 11 years.

Administrator Darrington stated that they do not need a decision from the Council on the carpet issue right away, but they would like feedback to determine how to move forward.

Manager Warnick stated that the locker rooms need to be cleaned and painted and the center needs updated cleaning equipment. There was a need for improved signage. He hoped to reduce

the number of signs throughout the center and have fewer but larger and nicer signs. Manager Warnick said there was currently no Wi-Fi in the building and patrons requested that it be added. Each repeater would cost roughly \$600 and he felt that four repeaters would be enough for the building.

Manager Warnick stated that the security system needed to be improved and recalled that the Council previously mentioned a camera system. Council Member LeMone asked if there had been much theft at the center. Manager Warnick said there was not a lot of theft but there had been bikes stolen outside the rec center. The new security system would cover the interior and exterior of the building. Manager Warnick said that blinds were needed on the large east window because it gets very hot during the day. There were walls that need to be painted as well.

Manager Warnick stated that the total project cost would be \$74,000. That would be increased to \$100,000 if the Council opted to go with turf instead of outdoor carpet. Administrator Darrington stated that there was a rec center budget for funding, but currently additional revenues were going to pay the lease for new cardio equipment. If they receive additional revenue they would put it toward these projects. He stated that the Council had the option to use some of the funds from the Capital Budget if there are certain projects they want to get started on sooner.

Manager Warnick reported on the Tier Two projects and stated that they would like to replace the outdoor shower with a simple play structure that would cost roughly \$4,000. This would provide a feature that would be usable as opposed to the existing broken shower structure that is taking up space. He stated that new member packets will cost \$2 per annual member and include a bottle and a lanyard or bag, or something small to offer new patrons. He stated that they would like to install a turn style to control the flow of traffic and track the entrance of who is coming and going. They would like to install two kiosks at the front desk area. Over time this would reduce the need for people at the front desk. They would also like a new desk, TV, and electrical IT at the front entrance. He explained that what the building has works, but this would improve the front entrance. The final items they would like to add included foosball and air hockey tables. Parents requested that the center include something for children to do while the adults finish their work out.

Manager Warnick stated that the second tier cost would be roughly \$18,700. Administrator Darrington stated that it had been discussed to reconfigure the entire entrance area and much of the cost would go to that.

Manager Warnick stated that Tier Three included items that were not necessary but would be nice to have at the center such as a bouldering wall in the pool area. They would incorporate the diving boards into this. The depth of the water would determine how high the wall could be. A slide cover for the pool in the slide area would also be useful. An annual recreation mailer sent to all residents was one way to get information out about the center and events taking place. He said they would also like a plexiglass wall in place of the chain link fence.

Manager Warnick stated that they had been working on a number of things in the rec center. A welcome mat was recently purchased and placed at the entry. There was a lease program for

four new spin bikes. They were working to install rocks and benches near the entry way. New display cases were installed in the main hallway as a way to promote upcoming events in a high traffic area. A new heater for the kitchen sink was installed as well as towel hooks in the locker rooms. They were also giving small birthday gifts to members on their birthdays when they check in. Manager Warnick reported that they were working on a tour pamphlet for new members. The windows were recently washed on the second floor exterior as well. The awning cover for the pool was also replaced.

Manager Warnick stated that Verdian Walker left the center and they were working to fill his position with an evening Building Supervisor and a part-time Recreation Coordinator. They were looking to finalize a Personal Training Plan as a way to increase revenue.

Administrator Darrington suggested creating a subcommittee with members from the rec staff, the Council, and others to prioritize the list of projects and set a timeline before presenting it to the Council. Mayor Call suggested that Council Members LeMone and Robinson serve on the committee.

Council Member Boyd asked if new businesses in the community could use the multi-purpose room for their own events. Manager Warnick stated that they could rent the room for \$35 an hour. Council Member Boyd asked if it would be a good idea to let new businesses use the room for free once a year or even the first time. She suggested offering a free one month pass to the rec center for each new business that joins in an effort to generate new business.

9) **TO CONSIDER FOR ADOPTION A RESOLUTION (2013-033) AUTHORIZING THE MAYOR TO DECLARE A 2008 CAT LOADER, MODEL 938 H, AS SURPLUS AND DIRECT THAT IT BE SOLD ACCORDING TO THE CITY'S POLICY FOR DISPOSING OF SURPLUS PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE. Presenter: Director Walker.**

Public Works Director, Lynn Walker, stated that it was time to change out the loader. They obtained a better price than they currently had. They were selling the loader back to the original sellers because they guaranteed a buy-back.

ACTION: Council Member LeMone moved to approve Resolution 2013-033 authorizing the Mayor to declare a 2008 Cat Loader, Model 938 H, as surplus and direct that it be sold according to the City's policy for disposing of surplus property and providing for an effective date. Council Member Robinson seconded the motion. A voice vote was taken and the motion passed unanimously with Council Members Boyd, LeMone and Robinson voting "Aye."

10) **DISCUSSION ON PUBLIC AWARENESS FOR THE PUBLIC SAFETY FACILITIES.**

Administrator Darrington stated that there were 71 days remaining until the general election. He met earlier in the day with a group that worked with Salt Lake City on their public safety building and they mainly discussed things that Pleasant Grove had already discussed regarding public awareness. He created a list of items to begin informing the public and was looking for

feedback from the Council to see if there were items missing from the list. He also wanted to create a schedule regarding who will do what and when.

Administrator Darrington stated that the public safety building FAQ will be updated to focus on the GO bond as the funding side of it. They would also communicate the needs of the public safety departments. Staff discussed answering questions that were addressed in the public hearing by citizens. They now have the square footage and space needs that would put those details online. They also had a potential floor plan and site plan that could go online. They discussed creating a possible elevation of what the building would look like. He explained that the Salt Lake group he met with did not create the elevation plan. They focused on the general idea for space needs and the cost. They knew that if they were funded they would need input from the citizenry. Administrator Darrington felt the City would want to obtain input for the community as well.

Mayor Call stated that creating elevations at this point would set expectations that may or may not be met later. He did not feel this was the right time for elevations. Administrator Darrington said it could be a very long discussion to determine what the building should look like.

Administrator Darrington suggested creating a presentation that would go on the City's website and include all of the information they already have, but put everything in logical format making it easy for residents to find all of the information. The presentation would include both the police and fire station video tours that were previously created. This would also be the presentation staff could present as they go into neighborhoods to educate the public. He felt the presentation should be no more than 20 minutes and express the needs, the reasons why, the funding mechanisms, how the money would be spent, and other important details.

Administrator Darrington stated that it would be very important for elected officials and staff to all give the same message. They would all be talking to different people at different times and the message must be consistent. He felt it was also important to get feedback from the citizens regarding things they want to see in the new facility.

Administrator Darrington stated that the Salt Lake committee spent a lot of time doing what they called "rumor killing." This meant they went to the citizen groups and asked what people were hearing and clarified questions. Administrator Darrington said they were already getting feedback regarding things they had never talked about. He said the smaller neighborhood meetings would allow for discussion and question and answer sessions rather than one giant public hearing where it was more difficult to answer questions. He said they would create an FAQ regarding things people had heard and expressed concern over as well as the City's response to those rumors. He said not all rumors would be incorrect and it would be useful to clarify between accurate and inaccurate.

Council Member Boyd suggested the Council and staff review the petitions submitted. She said there were comments in addition to the signatures. She suggested that someone on the Council or staff compile the concerns and address the top 10. Council Member Boyd asked how the City's businesses would be addressed. She felt that there should be a meeting specifically for local businesses. Administrator Darrington stated that they would be meeting with the Chamber of Commerce and also set an evening meeting for business owners. It would be easy to send a

mailer to businesses for an open house. Administrator Darrington stated that he would like to have a meeting with downtown businesses as well as general overall businesses.

Administrator Darrington said they would hold community meetings where they would provide information to the public. He thought this would be easier for some citizens than getting online or reaching out to the Council. They would be able to do the presentation and then open it up for question and answer sessions and to address rumors. He explained that as they conducted more meetings and got more feedback they could update their FAQs online and refocus on the main concerns of the community.

Administrator Darrington said they had thought about doing five different community meetings at elementary schools. They were open to different suggestions from the Council. Fliers would be sent out, or placed on the doors of residents in each school district. Council Member LeMone asked who would be doing the presentations. Administrator Darrington said they needed to decide who would be presenting and how they want the presentations to go. The architect, elected officials, staff and Chiefs Sanderson and Smith could all be a part of the presentation.

Administrator Darrington stated that they would likely engage the neighborhood chairs to help get the word out about the meetings. He thought scout groups may be able to assist in posting fliers door to door. He thought putting fliers on doors would be more effective than doing a mailer. Community input would be very important as not many decisions other than space needs had been made regarding the new facility.

Administrator Darrington stated that public outreach would include outreach to civic groups such as the Chamber of Commerce and service groups including Rotary, Kiwanis, Lions, Eagles and others in addition to the downtown and general businesses. He said the goal was to find groups of people wherever possible to discuss the building. If there were other groups the Council was aware of Administrator Darrington said they would love to meet with those groups as well.

Administrator Darrington said they would continue with the current facilities tours and open houses. He felt this would be one of the biggest selling points for citizens understanding the need for a new facility. He said they would create another schedule for open houses and advertise them as much as possible. They would encourage all of the community groups to come and take a tour.

Administrator Darrington stated that the Citizens Committee will hold its first meeting tomorrow. He felt this committee would serve as a sounding board for staff and elected officials. They would start by educating them on everything the City has been working on. He felt the committee would be a great help in putting the presentation together.

Mayor Call stated that the committee was a true “Blue Ribbon Committee.” He found a good definition of Blue Ribbon Committee which is an informal term generally used to describe a group of exceptional persons appointed to investigate, study, or analyze given questions. The term generally connotes a term of independence from political influence or other authority. Such panels usually have no direct authority of their own. Their value comes from their ability to use their expertise to issue findings or recommendations, which can then be used by those who have the decision making power to act.

Mayor Call said the Council felt very fortunate to have a wealth of expertise and experience in Pleasant Grove. He described it as a five-member committee consisting of Steve Shrader, the Committee Chair, who has spent his entire profession building large scale construction projects, Dan Fugal, the retired CEO of Fugals Sons Construction, Bill West the Vice Chair and current owner of Knight West Construction, Brent Halladay, retired State Fire Marshall for the State of Utah, and Dave Holdaway, a former three-term mayor who retired as the Director of Physical Facilities for Alpine School District.

Mayor Call felt the group will be invaluable in advising the Council on what they need, how they need it, and how to do things better. Council Member LeMone asked if any Council Members will be present at the committee meetings. Mayor Call stated as a blue ribbon committee it was a semi-autonomous group and no Council Members would attend. They would set their own meeting schedule and run their own meetings. They were required in their charter to give regular feedback to the Mayor and Council. The committee will be able to request staff to attend if they feel it is useful.

Mayor Call said the Council was the decision making body but the committee would be used as an advisory group that would bring their expertise, analyze data, and come up with solutions and recommendations for the Council. Council Member LeMone asked if the committee would be involved with public education. Mayor Call stated that they would not and that the committee had to do with the physical facility itself. The group is neutral with respect to advocacy. Their purpose is to assume that Pleasant Grove needs to upgrade their facilities and determine the best way to accomplish that. Mayor Call stated that the City wants to be as prepared as possible and move forward quickly if the bond passes.

Administrator Darrington stated an advocacy group would meet later in the week. The group would be somewhat autonomous from the City and their agenda was to promote new facilities. The committee is comprised of people who contacted the City want to help educate the public and possibly spend money to disseminate information to the public. By State Law the City cannot put funds into the committees so this group would have to raise their own money if they opted to.

Administrator Darrington stated that the Police and Fire Departments would have representation as part of the advocacy group. They would be City employees but would act as part of the association. If they were to go door-to-door, the police and firemen could not wear their uniforms or be on the clock. Staff would be involved in helping get the committee started and then step out and let the committee run their own meetings and efforts.

Administrator Darrington stated that the next steps would involve coming up with dates for the community meetings and working with the schools on those dates. They would also continue to work hard on the presentations in order to have them completed soon. Council Member LeMone stated that residents expressed concern about wanting to get information online quickly. She explained that there was a lot of information that was not yet online and she wanted to know the timeline of when more information would be available. Administrator Darrington reported that he would have the floor plans, square footage, and updated FAQs online by the end of the week.

Council Member LeMone suggested creating an FAQ regarding the needs of the Police and Fire Department. She felt the Chiefs need to be included because they had not heard much from them in the process. She thought it would be beneficial to hear more from them. Administrator Darrington stated that they would try to rebrand the FAQs because they had been written by Chiefs Sanderson and Smith. He indicated that they could note on the FAQ that they were written by the Chiefs. Administrator Darrington stated that it would not take them long to create an FAQ on the needs. They also planned to address the Courts and Dispatch. Administrator Darrington stated that they did not do a great job of telling the public that the proposed building will house more than just police and fire, but also the courts, dispatch, legal, and the Council Chambers.

Fire Chief, Marc Sanderson, felt it was a double-edged sword to place the floor plan online. Depending on people's knowledge level it could be more trouble than help. Council Member LeMone said that putting the actual blue print online might not be the best idea, but people were interested in having something visual to look at. Police Chief, Mike Smith, said that putting the blue print online would give the idea that the building had already been planned in detail, when it has not. Chief Sanderson suggested sharing what space each office would take rather than a detailed, but conceptual blue print. Administrator Darrington agreed to discuss the issue with the Chiefs. Council Member Boyd felt that at this phase they should keep things more general.

Assistant to the City Administrator, David Larson, stated that a point that was discussed at the public hearing was that many citizens understand the need for a new facility but did not understand why this plan was selected. He felt that would be an important issue to address. Council Member LeMone requested that the FAQ be emailed to the Council before it is posted online.

Mayor Call stated that as they move forward in the process the FAQs could be updated and fine tuned.

11) DISCUSSION ON FIRE DEPARTMENT REORGANIZATION.

Chief Sanderson stated that the Fire Marshall was injured on the job and took a medical retirement. His departure left a large hole involving very technical and special needs for the department. Chief Sanderson reported that over the last 30 days he had worked to ensure that the Fire Department is running as efficiently and effectively as possible. Rather than filling the position as is typically done, he met with the Deputy Chief and three Fire Captains to develop a new structure.

Chief Sanderson said the updated structure would streamline their process and spread responsibility among multiple positions. He said they had developed an organizational chart that would allow them to train the least senior fire fighter, including part-time staff, all the way up to the Chief to help them accept more responsibility, take on administrative roles, and develop all staff members. This would make for a smooth transition and make it possible to maintain the organization without issues when he and others retire.

Chief Sanderson stated that the fire captains' main responsibility is to run a crew of firemen and oversee the day to day operations and emergency response. The Fire Marshal was in charge of

fire prevention, fire investigation, and inspections. They had a small enough organization that he and Chief Thomas and the other captains had to fight fires and respond on emergencies where in larger fire departments chief positions were strictly administrative.

Chief Sanderson stated that rather than replace the Fire Marshal, he created a new organizational chart. The new chart still had a Deputy Chief and Fire Chief, but rather than hiring a new Fire Marshal, he opted to spread responsibilities across the department and create a position called Battalion Chief. He explained that this was common within fire organizations and allowed him to assign administrative responsibilities to another position. This position would have abilities with operational command presence, paramedic, and fire certification and other things that would help the department. These were all things that the Fire Marshal could not do. Chief Sanderson explained that by altering the Fire Captain's schedule but maintaining the required 56 hours per week, it would allow them to put one more firefighter on the schedule in the evening.

Chief Sanderson stated that this more efficient and effective system would save \$14,000 per year in their budget. He met with staff and obtained approval that it would work in the budget. He reported that his employees felt comfortable with the new structure.

Mayor Call stated that moving to this kind of a structure would give greater opportunity for individual employees of the City to be trained for the next job up in addition to saving the City money. He stated that Chief Sanderson was constantly innovating and trying to do his job better and make the department better. He worked especially hard to determine ways to serve the citizens better.

Council Member LeMone thought this information should be placed online for the public to view. Chief Sanderson said these changes would be possible because of the exceptional firefighters and staff he works with.

12) DISCUSSION ON AGENDA ITEMS FOR THE SEPTEMBER 3, 2013 CITY COUNCIL MEETING.

Mayor Call stated that Arts and Culture Director, April Harrison, would present a new Arts Commission Chair and Vice Chair. He stated that items "a" and "c" would be continued to another meeting.

City Attorney, Tina Petersen, asked for feedback on item "b" regarding the new sign ordinance changes.

Mayor Call stated that item "d" would be a report regarding the Waster Water Planning Report.

13) MAYOR, CITY COUNCIL AND STAFF BUSINESS.

City Engineer, Degen Lewis, stated they made a presentation at the MAG Technical Advisory Committee Meeting regarding Provo's Transportation Fee. Mayor Call said that was something they would want to discuss at the next Planning Retreat. Engineer Lewis reported that Provo had put years into planning and will generate \$3.7 million.

Administrator Darrington stated that he had the City Games signup for the Council and staff.

Finance Director, Dean Lundell, needed to put together a budget amendment and would need to meet with the Mayor at the end of September or early October.

Assistant Larson invited the Council to attend the Cowboy Poetry Event at the Promenade where there would be poetry and music.

Council Member Robinson asked if there were any leads on the graffiti on 1800 North. Chief Smith said he would have to look into it.

Mayor Call reported that his wife Patti was the first on the scene of an accident on Sunday morning and wanted to let the police and fire departments know that she was very impressed with their speed and excellent response.

The Mayor asked what the status of the new Arts and Culture Director position was. Administrator Darrington stated that the position was recently posted and would remain open until September 18. Mayor Call said Director Harrison's last day was September 16.

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

ACTION: At 8:35 p.m. Council Member Boyd moved to adjourn to Executive Session. Council Member Robinson seconded the motion. The motion passed with the unanimous consent of the Council.

PRESENT:

Mayor:

Bruce W. Call

Council Members:

Cindy Boyd
Cyd LeMone
Kim Robinson

Excused:

Jay Meacham, Council Member

Staff Present:

Scott Darrington, City Administrator
Tina Petersen, City Attorney

ACTION: At 8:54 p.m. Council Member LeMone moved to go out of executive session and pack into open session. Council Member Robinson seconded and the motion passed unanimously with the consent of the Council.

ACTION: At 8:55 p.m. Council Member LeMone moved to adjourn. Council Member

Robinson seconded and the motion passed unanimously with the consent of the Council.

15) **ADJOURN**

The City Council Meeting adjourned at 8:535 p.m.

This certifies that the City Council
Minutes of August 27, 2013 are a true,
-full and correct copy as approved by
the City Council on October 15, 2013.

Kathy T. Kresser, City Recorder

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