

**Pleasant Grove City
City Council Regular Meeting Minutes
March 17, 2015
6:00 p.m.**

PRESENT:

Mayor: Michael W. Daniels

Council Members: Dianna Andersen
Cindy Boyd
Cyd LeMone
Jay Meacham
Ben Stanley

Staff Present: Scott Darrington, City Administrator
David Larson, Assistant to the City Administrator
Deon Giles, Parks and Recreation Director
Dean Lundell, Finance Director
Mike Smith, Police Chief
Dave Thomas, Fire Chief
Kathy Kresser, City Recorder
Tina Petersen, City Attorney
Lynn Walker, Public Works Director
Greg Woodcox, Public Works Water/Sewer Superintendent
Degan Lewis, City Engineer
Sheri Britsch, Library and Arts Director

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

1) **CALL TO ORDER**

Mayor Daniels called the meeting to order and noted that Council Members Boyd, LeMone, Stanley, Andersen, and Meacham were present.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Fire Chief, Dave Thomas.

3) **OPENING REMARKS**

The opening remarks were given by Council Member Stanley.

4) **APPROVAL OF AGENDA**

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

5) **OPEN SESSION**

Mayor Daniels opened the open session.

Lisa Coombs gave her address as 1742 East Cherokee Drive and announced that there will be eight food trucks out tonight and next week there will be 10. There is a lot of variety, and Ms. Coombs invited everyone to show their support. She noted that the food trucks will be parked at Water Gardens.

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

6) **CONSENT ITEMS**

- a) **City Council and Work Session Minutes:
City Council Minutes for the February 10, 2015 Meeting.
City Council Minutes for the February 17, 2015 Meeting.
City Council Minutes for the February 24, 2015 Meeting.**
- b) **To consider approval of paid vouchers for March 10, 2015.**

The consent items were reviewed and discussed.

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

7) **APPOINTMENT TO BOARDS, COMMISSIONS AND COMMITTEES**

City Administrator, Scott Darrington, noted that the above item is a placeholder on future agendas.

8) **PRESENTATIONS**

- a) **John Schiess, Horrock's Engineers, to present expected 2015 water supply.**

Note: The above item was discussed after item 9a.

A member of the audience identified herself as a reporter from Brigham Young University and was recognized by the Mayor and City Council.

John Schiess from Horrocks Engineering stated that he was asked to present each year on the annual water supply. He presented graphs comparing Pleasant Grove's water use for the past few years. The first graph represented the total water use in the irrigation system up until last year.

Mr. Schiess noted that in a good year, the City should have about 7,200 acre feet available with all of their water shares combined. In 2012, Pleasant Grove used about 5,900 acre feet and 2013, the City used 5,600 acre feet. In 2014, 5,300 acre feet were used. The next graph showed the City's water usage over the past few years compared to the State's recommended usage. It was noted that Pleasant Grove is using quite a bit more than what is recommended by the State.

Mayor Daniels asked if the term "water supply" referred to both the culinary and secondary water systems. Mr. Schiess replied that it only refers to secondary water. In response to a question from Council Member Meacham, Mr. Schiess explained that a "good year" means that the City has a good snow supply in the mountains and full allotments from the Deer Creek Reservoir and Provo River. He explained that he makes estimates for each upcoming year based on what is available.

Mr. Schiess explained how much water was used before the secondary water system was in place. He noted that the City used to use 2.5 to 3 gallons per minute per acre in the ground each year. This was when everyone got their water out of the culinary system. The design standard for drinking water in a drinking water system needs to allow for 3.39 gallons per minute. When the irrigation system was designed, it was based on using four gallons per minute per irrigated acre. In 2013, the City's peak day usage was 7.7 gallons per minute per acre. The usage amount was less in 2012, and in 2014, it was 7.4 gallons per minute per acre. It could be concluded that the City is using more than what was used in the past and more than the system was designed to handle. This issue was discussed extensively last year as well. It was determined that conservation efforts of approximately 48% will be needed to get back to the design usage amount.

The aforementioned graph represented two different quantities. First, it showed the total volume of water and the volume of water being used over the summer. It was noted that the amount being used has been gradually declining over the past few years. Mr. Schiess commented that the City needs to prepare to have enough total water volume and pipe capacity to pass the flow rate.

Mr. Schiess explained that Utah is still in a heavy drought; however, he pointed out that California and Nevada are suffering more. He presented a graph showing the available water from the snow pack as of last week. Currently, Pleasant Grove is at about 60% of the average in Utah County, which is similar to what has occurred over the last three years. The west coast, for example, has been 20% and less. Mr. Schiess cited a report from the Provo River Water Users Association as his source of information regarding Utah County's current statistics. He also presented a graph showing the Timpanogos Divide up American Fork Canyon, where a SNOTEL site that measures the snow in that mountain all winter long is located. The graph also showed the amount of water in that area during an average year with Pleasant Grove being way below average this year.

Additional data collected from another SNOTEL site located at Snowbird ski resort was presented. This location is the main water supply for the American Fork River, which is another major water source for Pleasant Grove. This site is also low, and is currently at about 70% of average.

A graph representing water that comes out of American Fork Canyon during the irrigation season was then presented. It was noted that 2013 had the fourth lowest water yield out of American Fork Canyon on record, which is an approximate time frame of 100 years. Last year was the 8th lowest water yield on record and this year was expected to be the same or possibly worse, depending on what happens from this point forward. It is very dry and there did not seem to be any storms on the horizon. The good news was that the conservation efforts citizens have made over the last couple of years have made a difference. Furthermore, renting water from outside sources and a bit of good weather from last year allowed the City to save some water to apply to this year.

Mr. Schiess provided an overview of Pleasant Grove's other water sources. He reported that the City receives 620 acre feet from the Central Utah Project (CUP), and 380 acre feet from the Provo Reservoir Water Use Company. Most of these estimates are based on what was received two years ago. Provo Water Users Association, which is water out of Deer Creek Reservoir, will provide Pleasant Grove with about 2,200 acre feet, because the City has been able to save 1,500 acre feet over the past couple of years. Additionally, the North Union Canal Company will give the City about 1,400 acre feet.

Mayor Daniels asked if the 1,529 acre-foot holdover from the Provo Water Users Association includes what was saved from the water obtained from the lease. Mr. Schiess answered in the affirmative and explained that the lease was used for more water from Orem, which allowed the City the ability to save their own water for subsequent years. He continued, that these figures are assuming a 50% allotment. The Provo Water Users Association will give all of their users an allotment each year, depending on the run-off. If there is a good water supply, users can get up to a 100% allotment. Currently, however, a 25% allotment is more probable. Hopefully the County will get some runoff, which will help increase the allotment percentage.

Mr. Schiess confirmed that Orem water is still available. Council Member Meacham asked what the allotment has been for the past two years. Mr. Schiess replied that last year was about 67%, and in 2013 the City received about 63%. A full allotment was given in 2012, and even though it was a dry year, plenty of storage was available from the previous year. Mr. Schiess estimated that the City will ultimately receive a 50% allotment this year.

An additional water source is Battle Creek, which provides the City with about 500 acre feet annually. Last year, the City received 600 to 700 acre feet from Battle Creek. Grove Creek supplied the City with 100 acre feet last year, but only 38 acre feet this year. Mr. Schiess explained that the City also has the ability to pump out of wells, which can generate around 783 acre feet. If need be, culinary water could be used as a supplement.

In total, Mr. Schiess projected that Pleasant Grove will have about 6,483 acre feet available this year, with 5,300 to 6,000 acre feet needed. He remarked that it may appear that Pleasant Grove has plenty of water; however, the water is available as a result of conservation efforts. Mr. Schiess explained that the City has the ability to save the culinary water in the ground, which he recommended. He felt that using all of the secondary water first would be in the best interest of the City. He stated that continued conservation efforts will provide a safety net if next year is another dry year.

In response to a question raised by Mayor Daniels, it was confirmed that last year's total usage was 5,300 acre feet. Administrator Darrington asked if all of the rain from last August and September contributed to the City's ability to save as much water as they did. Mr. Schiess answered in the affirmative. Council Member Stanley asked when the allotment percentage will be determined. Mr. Schiess replied that the City will know before June 1. If, however, the weather changes, the allotment may as well. Last year it was adjusted because of all of the rain.

Mr. Schiess explained that a couple of wild cards include if the wells go down, if there is less than a 50% allotment from the Provo River, and if spillage occurs from the Deer Creek Reservoir. Furthermore, weather patterns and conservation are subject to change. All of the information that has been presented are estimates, but Mr. Schiess expressed confidence in the numbers, based on how Pleasant Grove has done in the past.

Administrator Darrington commented that the good news is that Pleasant Grove won't need to rent water from Orem this year, because the City has enough in their own supply. Council Member Boyd acknowledged that the City successfully conserved water, which was attributed the efforts of citizens. She explained that discussions on conservation need to continue this year. She expressed interest in researching the types of efforts other cities make. Mr. Schiess responded that Pleasant Grove does better with conservation enforcement than most other cities with which he has worked. Other cities have similar restrictions, but they haven't assigned anyone to actively monitor usage and issue citations. Most do similar outreach activities such as distribute flyers, sponsor community education, establish a watering schedule, and prepare reports on how much has been used to date. Mr. Schiess stated that the real solution to enforcement is metering, because when water is metered, people know how much water they are using and whether they have a leak that needs to be fixed.

Council Member Meacham asked Mr. Schiess about his projections for next year. Mr. Schiess replied that it depends on where the City ends this year. If they use 6,000 acre feet of secondary water is used this year, there will not be enough in storage for next year. However, if the City uses 5,300 acre feet like last year, there will be a cushion of about 700 acre feet next year. He remarked that Deer Creek Reservoir looks almost full right now, however, last year was a low water year. He explained that the Deer Creek Reservoir is sized for 100,000 acre feet of water for a full allotment. Right now the reservoir has 104,000 acre feet of holdover water from past years. He applauded everyone for their efforts to conserve water; however, if too much is stored in the reservoir, there is a chance that it will fill up and spill. If this were to occur, Pleasant Grove would lose some of its holdover water.

Administrator Darrington asked if the holdover water from a few years ago was accrued when the City purchased water from the Conservancy District. Mr. Schiess explained that the Conservancy District and Orem water were all used by Pleasant Grove, because none could be held over. Because the City used this other water, they were able to save up their own water.

Mayor Daniels asked Mr. Schiess to give some recommendations. Mr. Schiess recommended the City continue with the same restrictions, scheduling, and enforcement that have all been done for the past couple of years. He did not believe Pleasant Grove needs to rent water this year.

However, if they choose to rent water, he suggested renting closer to 500 acre feet rather than 1,000 acre feet.

Moving forward, if Pleasant Grove continues to use water wisely, renting may not be necessary. The City is obtaining more water shares and adding to the City's portfolio, which allows Pleasant Grove to weather the dry years on its own. Council Member Meacham pointed out that the user base will increase over time. Mr. Schiess agreed. He also explained that when a developer turns in water, they turn in enough for both their indoor and outdoor uses. When the City switched to a secondary system from a culinary system, excess culinary water was made available. When new residents turned on their water, there was enough for both culinary and secondary uses, but only secondary was used. In other words, the portion they would have used for culinary was put in as extra water in the secondary system.

Council Member Boyd asked about the time frame for Pleasant Grove deciding on whether to buy water from Orem. Mr. Schiess explained that a decision was needed by the following day. Council Member Andersen asked if this year's price is the same as last year. Administrator Darrington explained that Director Walker got a very good deal on the water two years ago, but paid market value last year.

Mayor Daniels referred to Mr. Schiess' explanation of allotments and sources of supply. He pointed out that some of this information is dependent on the capacity of the reservoirs and the amount of rain or snow that is coming down. Even though entities own shares, there will still come a point when it isn't raining. If it isn't raining, there isn't anything to give. Mr. Schiess stated that the CUP number is supposed to be solid and reliable. However, in extreme drought, they may have to reduce that number. Council Member Andersen asked what CUP's source is, and it was noted that they get water from the Provo River and Jordanelle Reservoir.

Mr. Schiess explained that North Union is becoming one of the better sources for the Pleasant Grove, because they are part of the Provo Bench Irrigation Company. They have rights to the first 75 cubic feet per second coming down Provo River. Therefore, the 1,400 acre feet that PG gets from North Union is very secure. It has to get really, really dry for the Provo River not to supply the 75 cubic. All of the aforementioned sources are very low compared to what Pleasant Grove should be getting. Mr. Schiess stated that two years ago, the American Fork River had the fourth lowest yield, which is what today's numbers represent. While these numbers could go down, Mr. Schiess did not expect them to reduce much more.

Mayor Daniels recalled that some time ago the State of Utah made a statement that the State is oversubscribed on the quantity of water that actually exists, versus how many shares people have. Access to water through shares is determined by seniority. He asked if Pleasant Grove is at a point that their shares are so old, particularly North Union that Pleasant Grove will be the first in line, even in a bad year. Mr. Schiess responded that Pleasant Grove is first in line with Battle Creek, Mill Creek, and the American Fork River. He explained that the water from American Fork River is split between three irrigation companies: American Fork, Lehi and Pleasant Grove. North Union is the premier supplier on the culvert, so they get the first shot at the water. The Provo Reservoir is more junior, as well as CUP, but with the reservoir, they also

have storage water that is available now. Pleasant Grove is in a good position because they have good, high priority water rights and shares.

Council Member Andersen asked what feeds the wells. Mr. Schiess explained that they are filled by ground water, which is recharged from rain and snow melt from the surface. Council Member Andersen asked how the wells are doing currently. Mr. Schiess informed her that the water levels are dropping; however, they are not at all time lows. They are simply at a different flow right now. There are two or three wells now where no pumping is taking place because the water levels are so low. There are, however, several other wells that are in good shape that supply what the City needs.

The City is in great shape in terms of culinary water, but as the water levels drop, it becomes more of a problem. Council Member LeMone asked when the water will come in. Director Walker announced the date as May 1 and reported that it takes two weeks to fill up the water tank. Mayor Daniels asked if the City and the citizenry were to follow the State's guidelines, and the citizens used based exactly on those guidelines, how many acre feet Pleasant Grove would need from their sources every year. The answer was given as 4,000 to 4,500 acre feet. Administrator Darrington added that the long term problem that will need to be addressed is how to get to four gallons per minute on the secondary water system. Engineer Lewis remarked that when the system was designed, the flow of four gallons per minute was supposed to be a system that both met the need and allowed a buffer for additional usage. It was noted that if Pleasant Grove can reduce water usage to four gallons per minute they will be lower than the State's recommendations.

Mr. Schiess mentioned that Director Giles and the Beautification Committee will be helping Public Works create conservation materials. Mr. Schiess would continue tracking water use and relay that information so that it can be included in the education materials. There was continued discussion regarding points made previously. Administrator Darrington agreed that enforcement has been the key to keeping usage low. Council Member Stanley commented that the City has seen a lot of residual benefits from these efforts. He suggested that after a few years, it may be possible to maintain low water usage while reducing how extreme the program is reinforced. Administrator Darrington explained that the program has been in force for two years and reduction in water usage was evident. He recommended the City continue its efforts since they are making a difference.

Mayor Daniels asked if any action will be taken tonight. Administrator Darrington replied that the only decision that needs to be made tonight is whether to rent water from Orem this year. Mayor Daniels stated that based on Mr. Schiess' recommendation, even if the City rents water from Orem, there isn't a guarantee that Pleasant Grove will get to keep the water currently being stored. Mr. Schiess identified this as the reason he suggested the City consider not renting the full amount. Council Member Boyd asked what the cost would be. Director Lundell informed the Council that last year the City paid Orem \$100,000 for 1,000 acre feet of water.

Council Member Stanley reiterated Mr. Schiess' initial statement that renting water isn't necessary this year. He was supportive of not renting the water at all. Council Member LeMone was in favor of having a bit of a cushion and agreed that the full amount wouldn't be necessary.

She thought it best to be safe rather than sorry. Council Member Boyd suggested using this opportunity to send a message to the public that conservation is crucial and is working. She felt this would motivate citizens to continue in their efforts. Council Member LeMone asked what the worst case scenario would be if the City didn't rent water this year. Mr. Schiess reviewed Pleasant Grove's current water availability and explained that even if the City uses more water this year, there will be a cushion with what is in storage. There was continued deliberation on the matter.

Council Member Andersen felt it would be unfair to the citizens to not provide a bit of a cushion. If Pleasant Grove pays for half a load they can cut the surcharge in half and still protect themselves from possible spillage. Council Member Stanley commented that the current statistics already have a lot of cushion in the event more water is needed. Council Member Andersen pointed out that even after all of the efforts the City has put toward education and enforcement, there are still people who refuse to conserve. Council Member LeMone added that she had already received a call from a resident, who indicated that their lawn is already about to die and it's only mid-March. She agreed with Council Member Andersen that it would be wise to have a bit of a cushion.

Council Member Meacham did not want to rent water, however, the only factor that saved the City last summer was the heavy rain in August and September. He explained that there would have been greater usage had there been no rain. Council Member Andersen recalled that had there not been any rain, Pleasant Grove would have run out of water by July 9. Council Member Meacham agreed that it would be prudent to rent half of a load. He suggested that perhaps the citizens need a wake-up call. While he could see both sides, he ultimately did not want to put the residents in that position. Mayor Daniels explained that if staff and the elected officials can send out good information on how conservation efforts have affected the City's water supply, and that this year there is even less water available, it will translate into a wake-up call.

Council Member Meacham explained that the problem is that everyone is paying a flat rate for the additional water, but some are using it more than others. Mayor Daniels replied that it is in the City's best interest to implement conservation practices and not run out of water. He reiterated that by taking this conservative approach and renting less from Orem, it automatically communicates to the public that there won't be as much available as last year. Administrator Darrington agreed that if Pleasant Grove ran out of water, the consequences would be much worse than having a little too much water. If the City has the opportunity to have a \$50,000 insurance policy for water, it is worth considering, simply to prevent against the worst case scenario.

There was further discussion on the Council's position on the matter, and ways to promote continued conservation in Pleasant Grove. Council Member Boyd asked Director Giles if the Beautification Committee would be willing to present their plans for the education piece. Director Giles mentioned that the committee has a final draft of their plan, which they reviewed last week. They indicated that they would like to present this information to the Council. Council Member Boyd wondered if a public in-service would be beneficial. Mayor Daniels suggested making a follow-up video to the one that was made last year. Council Member Andersen made reference to the notices that Rocky Mountain Power distributes, which contained

information on the average usage in the neighborhood, and how each residence compares to one another. She asked if Pleasant Grove could do something similar with the water hangers, and include information on how the City's usage compares over the past few years. Engineer Lewis agreed that this would be a good idea. Mayor Daniels assigned Council Members Andersen and Boyd to work on the door hanger and flyer with staff, and assigned Council Member LeMone to work with staff on making the follow-up video.

Mr. Schiess stated that currently spring flows are minimal. The upper Battle Creek is the only source of Battle Creek water until there is more runoff. Last year the City ran some booster pumps to the homes whose only source is Battle Creek to supplement their water supply. This year they will take action immediately so they can get water to those homes as soon as possible. He noted that the booster pump will cost about \$10,000 a month to pump/rent. Long range plans include putting in a tank and permanent booster pump at that location; however, there isn't any funding currently to support this goal. The tank and the booster pump will cost about \$2 million. Council Member LeMone was concerned that if the City rent waters, it might send the message that there is plenty of water, leading people to use as much as they want. Council Member Boyd remarked that those who abuse the water will abuse it whether or not it is actually available. It was noted that the City rents the booster pump from Baker.

9) **ACTION ITEMS READY FOR VOTE**

A) TO CONSIDER FOR ADOPTION A RESOLUTION (2015-10) ADOPTING THE SANITARY SEWER SYSTEM MANAGEMENT PLAN AND PROVIDING FOR AN EFFECTIVE DATE. *Presenter: Engineer Lewis.*

Note: The above item was discussed before Item 8a.

Mr. Schiess provided a brief overview of the Sanitary Sewer System Management Plan and stated that the State of Utah implemented a permit program where all of the entities in the State that operate sewer collection systems of pipes, manholes, and so forth, must have a Sanitary Sewer Management Plan. A permit from the State is required to operate the plan, which is similar to and modeled after the Storm Water Management Plan. The Sewer Management Plan, however, is not nearly as drastic as the Storm Water Management Plan. It basically outlines procedures that the Public Works Department has already implemented. The plan is comprised of Organizational Information, Regulatory Authority, Operations and Maintenance Plan, Design and Performance Criteria, Sewer Overflow Response Plan (SORP), Fat, Oil & Grease (FOG) Control Plan, and System Evaluation and Capacity Assurance Plan (SECAP). Mr. Schiess explained that the City has already been meeting the requirements but have not been recording it officially in the Sewer Management Plan. It was noted that the SECAP has not been finalized, and is not required to be until March 2016. Mr. Schiess suggested adding language to the ordinance stating that any additions made to the City's sewer system must follow the State regulations and design criteria.

Council Member Meacham remarked that it appears that the City is in the third year of a five-year plan. The State Statute requires cities to update their Sewer Management Plan every five years, and in showing implementation of the plan, Pleasant Grove submitted the notice of intent

to develop the plan three years ago. Mr. Schiess noted that the date of adoption deadline for this portion of the plan is March 2015. The permit has been in effect for three years, and the next portion will be finished next year. In the fifth year, a full update to both the permit and Sewer Management Plan will be developed.

Council Member Meacham noticed that according to the current plan, one of the goals is to fully clean the sewer system every one to two years. He asked how the City will accomplish this goal. Mr. Schiess explained that as per the contract the City has with the Timpanogos Special Services District (TSSD), TSSD will clean all of Pleasant Grove's lines with a high pressure water jet. TSSD also provides a closed-circuit television (CCTV) inspection. The jetting and cleaning can be done every one to two years, but the CCTV takes a bit longer. Council Member Meacham asked if the City gets the CCTV service from TSSD, regardless of the how and when the City uses it. Mr. Schiess answered in the affirmative and explained that all of the cities who contribute to TSSD get a number of days per year when TSSD will come and work in their city, based on their percentage of total flow. Public Works Water/Sewer Superintendent, Greg Woodcox, determines which sewers TSSD investigates in the City.

Council Member Meacham asked if staff training takes place annually. Mr. Woodcox replied that it occurs year round. Mr. Schiess added that the Rural Water Association of Utah also has training for drinking water and waste water. Council Member Meacham commented that TSSD runs an inspection program for the grease oil traps and asked if these tests are also conducted on an annual basis. Mr. Woodcox stated that the tests take place every year. He further noted that business owners are responsible for maintaining the grease traps. When a business applies for a permit and indicates that they need this service, they have to obtain a signature from TSSD. The service is financed by being built directly into the contract.

ACTION: Council Member LeMone moved that the Council adopt Resolution (2015-10) adopting the Sanitary Sewer System Management Plan and providing for an effective date. Council Member Meacham seconded the motion. A public hearing was held. A voice vote was taken, with Council Members Andersen, Boyd, LeMone, Meacham and Stanley voting "Aye". The motion carried.

10) **ACTION ITEMS WITH PUBLIC DISCUSSION**

- A) PUBLIC HEARING TO CONSIDER FOR ADOPTION AN ORDINANCE (2015-7) AMENDING TITLE 8 UTILITIES CHAPTER 4 SEWER SYSTEM ARTICLE A SEWER SYSTEM REGULATIONS TO REQUIRE CONFORMANCE OF DESIGN AND CONSTRUCTION STANDARDS WITH UTAH ADMINISTRATIVE CODE AND PROVIDING FOR AN EFFECTIVE DATE.**
Presenter: Engineer Lewis.

Engineer Lewis stated that the above matter is a housekeeping item. The proposed ordinance will simply add the following text to the code:

"All sanitary sewer facilities in Pleasant Grove City shall be properly designed and constructed according to R317-3 of the Utah State Administrative Code."

Mayor Daniels opened the public hearing. There were no public comments. Mayor Daniels closed the public hearing.

ACTION: Council Member LeMone moved that the Council adopt an Ordinance (2015-7) amending Title 8 Utilities Chapter 4 Sewer System Article A Sewer System Regulations to require conformance of design and construction standards with Utah Administrative Code and providing for an effective date. Council Member Stanley seconded the motion. A voice vote was taken, with Council Members Andersen, Boyd, LeMone, Meacham, and Stanley voting "Aye". The motion carried.

11) ITEMS FOR DISCUSSION – NO ACTION TAKEN:

A) DISCUSSION ON THE WATER MANAGEMENT AND CONSERVATION PLAN. *Presenter: Engineer Lewis.*

Mr. Schiess explained that this is another plan that is required by the State and needs to be updated every five years. He then presented the latest installment. The Water Management and Conservation Plan contains a brief overview of the City's water use, and future conservation goals, as well as an introduction and description of Pleasant Grove City. The Water Management and Conservation Plan also contains an inventory of water resources and provides an overview on water rights. Mr. Schiess explained that in 2000, the Governor set a goal of conserving 25% of the State's water use, which is when the requirement of each City having a Water Management and Conservation Plan was instituted. At the time, Pleasant Grove City was using about 255 gallons of water per capita per person per day. This compared to an average of 293 in the State and 273 in Utah County. Total use of water in 2014 was 248 gallons of water per capita per person per day, compared to a State average of 242, and 221 in Utah County.

Mr. Schiess stated that indoor and outdoor usage was not initially measured separately. Better measuring practices began in 2008 and since then Pleasant Grove has dropped culinary usage per person by 32%. On the other hand, outdoor usage increased by 37% since 2008. It was noted that the secondary water system was implemented 12 years ago. Mayor Daniels asked if part of the percentage drop was attributed to the shift from culinary to secondary. Mr. Schiess replied that the majority of the secondary system was in place in 2008. The numbers could improve, if more users can be moved from the culinary system onto the secondary system. A graph showing total culinary plus secondary production for 2014 was displayed. Mr. Schiess explained that the City's goal of reducing secondary water use by 25% in five years was equal to 1.23 million gallons per day. This was enough water to meet the City's projected growth through 2021.

When the Water Management and Conservation Plan was first developed in 2009, various problems were identified. They included meter accuracy and culinary water used for irrigation. The City was trying to move as much usage from the culinary system to the irrigation as possible. More residents in the secondary irrigation service area need to connect to the secondary water system to conserve high quality drinking water. Another problem identified was leakage within the water system. Mr. Schiess explained that there are always leaks, because

pipes age and break. The last problem identified was the high use of un-metered secondary water, which is most likely the biggest issue.

Council Member Meacham asked if progress had been made on the aforementioned issues. Mr. Schiess replied that good progress has been made, but there is still work to do in metering the secondary water usage. The problems identified by the City during development of the 2014 water conservation plan included leakage within the water system, unmetered use of culinary water by the City and high use of unmetered secondary water. Mr. Schiess stated that in the past, City buildings have not been metered. However, he felt that the City should start installing meters so that they know what they are spending on their properties compared to everyone else. Council Member LeMone asked if there are any City facilities currently being metered. Staff replied that there are a couple that are currently metered. Director Lundell commented that staff needs to put together an estimate so that the charge can be allocated. Mr. Schiess commented that if there are more problems identified by the Council, they can be added to the plan.

Council Member Stanley asked if staff has an estimated percentage of the secondary water that is going to properties that are greater than one acre in size. Administrator Darrington agreed to collect that information. A study was conducted three years ago where every single lot was broken down in Pleasant Grove, in an effort to restructure the secondary water rates.

Mr. Schiess reviewed the water conservation goals set in 2009. The first was to reduce the City's per capita water use by 15 % in five years. Pleasant Grove didn't meet this goal and only dropped water use by about 3%. The second goal was to drill new wells and rehabilitate old ones to meet current and projected culinary water needs. Mr. Schiess felt good about the culinary system at this point. All of the sources that are needed are in place, and in the future as the City grows, more sources can be identified within the Master Plan. The third goal was to repair and upgrade water meters. Mr. Schiess mentioned that this goal has been implemented.

The fourth goal was to maintain the existing physical leak detection program where listening devices are used to locate leaks, which are then repaired. Mr. Schiess stated that the City has implemented a leak detection program almost every year since 2009 when this goal was set. The fifth goal was to install secondary water meters when technology reached an adequate point and to implement a conservation based secondary water rate structure. Mr. Schiess explained that this goal has not yet been met due to budgetary restraints. Another restraint to reaching this objective was that of finding a suitable meter that would work best for secondary water. However, Mr. Woodcox and the Public Works Department think that they have identified a proper device.

Goals were set to address the problems identified in the 2014 conservation plan. The first was to reduce the City's per capita secondary water use by 25% in five years and 50% in 10 years. (50% is based on bringing usage down to original secondary water system design). The second goal was to maintain the existing physical leak detection program where listening devices are used to locate leaks, which are then repaired. The third goal was to install secondary water meters when technology is adequately tested and implement a conservation based secondary water rate structure. Furthermore, a budget and plan for eventual water meter installation on the secondary irrigation system will be developed. The fourth goal was to install culinary meters on

all City owned facilities to better track City conservation efforts and better quantify how much water is lost through leakage and loss. Mr. Schiess explained that he knows what all the individual meters read, because he obtains the information from Administrator Darrington. The numbers for what goes into the system and what goes out differ every year.

Engineer Lewis asked what the typical and/or expected loss of water through leakage is each year. Mr. Schiess answered that various studies across the United States show that with older systems, up to 20% can be lost in water. Pleasant Grove's numbers indicate a difference of anywhere from 20% to 35% between metered-in/out uses. Much of this is legitimate usage, but a lot is leakage. The fifth and final goal was to continue the waterline replacement program to replace leaking lines. Mr. Schiess explained that Pleasant Grove's Water Master Plan calls for investing and replacing infrastructure. While the City is doing as much as possible, they simply aren't able to keep up.

The City initiated several conservation practices to decrease culinary water usage. Current conservation practices include conservation rate structure, watering schedules, water education programs, and leak detection program. The Water Management and Conservation Plan shows the current water rates, and addresses the potential to implement additional measures, if necessary.

Council Member Boyd asked how much meters cost. Mr. Woodcox reported that they cost \$136, however, there are additional costs associated with the box such as installation. It will be about \$600 per meter to add meters to the secondary water system. This cost would be similar for City facilities as well. Mr. Woodcox noted that some City facilities already have meters but they aren't being used. Other facilities once had meters but they have since been removed and need to be replaced. He further explained that if the City wants to encourage conservation and identify leaks, they should be measuring the whole system.

Council Member Andersen remarked that there are still a lot of citizens who are using culinary water. Staff indicated that everyone west of State Street still uses this system. In response to a question from Council Member LeMone, Mr. Schiess explained that the drop in culinary water occurred in part when the City moved from culinary to secondary water. Furthermore, a large portion of this drop also reflects new plumbing standards, better efficiency and education. Mayor Daniels stated that if the City completed the installation of the secondary water system in 2008, that doesn't mean everyone converted over to it right away. There could potentially be some latent aversion to the secondary system, which could account for the decrease in culinary usage. Mr. Schiess explained that he tracks the sewer system as well, and the flows per capita to TSSD have dropped over the past several years. This also reflects indoor conservation. Mayor Daniels summarized the discussion, and concluded that the City needs to lead by example in its water conservation efforts.

B) DISCUSSION TO REMOVE THE BATTLE CREEK TANK PRV CAPITAL PROJECT AND REPLACE IT WITH UPGRADE WATER METER SYSTEM CAPITAL PROJECT. *Presenter: Director Lundell.*

Director Lundell explained that the Battle Creek Tank PRV has been a capital project that has carried forward over the past several years. He explained that the PRV is no longer necessary on account of the Blue Energy Project. A budget for the project was initially created for maintenance, particularly because the valve is located in a room where there is chlorine.

Director Lundell continued that this replacement item technically is not a budget amendment. He explained that there is a need in the Water Department to move to the next generation of meters. The meters currently in use are dull technology and need to be replaced. In order to do so, a new base unit is needed. The \$60,000 of capital money would buy the base unit and 250 culinary meters. Director Lundell mentioned that the bids were higher than anticipated so a meeting was to take place the following day to discuss the next steps and to try and reduce costs.

There was further discussion regarding the price of the meters. Mr. Woodcox explained that secondary meters cost around \$500 each. This cost would basically replace the old system with a new one. He stated that the system is so outdated that the replacement batteries for the old system are no longer in production. The new system will either be a tower or internet system and will save the City money in the long run if they start moving forward now. In response to a question from Council Member Boyd, Mr. Woodcox explained that the new meters would be installed into all new homes as well as on existing homes, where old meters have stopped working properly.

Council Member Stanley asked Mr. Schiess to elaborate on why the PRV is no longer a priority. Mr. Schiess explained that the water from Battle Creek Canyon flows down a pipe all the way to the mouth of the canyon, where two tanks are located. A pressure reducing station is located right before the tanks. The pressure from the downhill water flow needs to be broken prior to reaching the tanks, so that water doesn't shoot out of the top of the tanks. Mr. Schiess stated that the PRVs are in need of maintenance because they are located in a room where there is chlorine. However, with the Blue Energy Project coming in, rather than breaking the pressure in the PRV station, they are going to collect that pressure and energy and use it in a turbine to relieve the pressure. From there it will run into the tank. The Blue Energy Project will ultimately replace the PRV structure.

Mayor Daniels asked if the Council would be amenable to switching out the two aforementioned projects. Council Member Stanley commented that the only risk relates the timeline with the Blue Energy Project and how it relates to the needs of the PRV. Director Lundell replied that staff will have better knowledge of the Blue Energy Project time frame within the next few weeks. He also pointed out that if the City doesn't replace the water meters now, they will need to be budgeted for later. Council Member Meacham asked why the meters need to be replaced now if they are paid for with impact fees. Mr. Woodcox explained that there are several old meters that need to be replaced. Staff reported that with this particular purchase, the City would be buying the computer, the readers, and 250 meters.

12) **DISCUSSION ITEMS FOR THE MARCH 24, 2015 JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING.**

The Mayor reviewed next week's agenda, and noted that the big ticket item will be a discussion of accessory apartments. Director Young would be presenting a packet of information. Administrator Darrington mentioned that the last time a joint meeting with the Planning Commission was held, they requested that they have input on the agenda, which will be a practice going forward.

Director Young presented the exhibits that will be contained in the packet on accessory apartments, which include documents, proposed ordinances, minutes, etc. He then reviewed the packet summary. The second section of the packet is a history of accessory apartment issues dating back to 1951, which is when the first ordinance was adopted. Between 1951 and 1985 there weren't any regulations relating to accessory apartments. Director Young reviewed additional history, and noted that several ordinances have been proposed since 2000, therefore, there have been a lot of discussions on this matter. He felt that now was the time to move forward and do something. It is responsible action for the City to take to come up with a way to recognize accessory apartments. Council Member Stanley remarked that it was fortunate that the City has Director Young's many years of expertise on this issue.

13) NEIGHBORHOOD AND STAFF BUSINESS

There was a brief discussion on status of applications for neighborhood chair positions.

Director Britsch announced that the Library has its regular Afterschool Activities Program for elementary aged children the following day. Another ongoing program was the Kid History Program that Melissa Carbajal has been teaching. It has been very successful and popular. Currently, Ms. Carbajal is teaching Greek mythology. Director Britsch announced that Teen Nights are held on Friday Nights. Also, this upcoming Thursday night, Scott Savage, a popular author, is coming as part of the writers series. The orchestra has a concert on Friday. Last, Director Britsch reported that she had her interview for Elevator recently. She felt that it went well. There were approximately eight Mayors who conducted the interview. The rankings of the different applicants would be announced the first week of April.

14) MAYOR AND COUNCIL BUSINESS

Council Member LeMone reported that she and Recorder Kresser met with Trent Bowen, who manages the City's website. In an effort to make things more transparent, the City now has meeting minutes, newsletters, agendas, etc. listed on the homepage. These documents are now much easier to find and are better organized. Council Member LeMone thought it would be a good idea to have a photo slider on the website as well. She suggested holding a contest that would allow residents to submit their favorite photo of Pleasant Grove. At this point, she did not know who the judges would be, but the photos could be used for the slider on the website. She asked if the Council would be open to this idea. The Council Members agreed that this would be a good idea. Last, Council Member LeMone reported that she received an inquiry from a Boy Scout regarding an Eagle project. The scout asked her how much it would cost to put a bubble over the pool. Staff agreed to get an estimate to Council Member LeMone who would relay the information to the Scout.

Mayor Daniels reported on his daughter's recent wedding.

Council Member LeMone asked for a status update on going paperless. Administrator Darrington replied that staff met with Xpress Bill Pay about enrolling citizens in the program. They were in the process of putting together an application form for the City. Enrollment options were discussed, as well as the cost savings of going paperless.

15) SIGNING OF PLATS

There were no plats signed.

16) REVIEW CALENDAR

There were no further calendar items to review.

17) ADJOURN

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

The City Council Meeting adjourned at 8:13 p.m.

Minutes of March 17, 2015 were approved by the City Council on April 21, 2015.

Kathy T. Kresser, City Recorder

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