

**Pleasant Grove City
City Council Regular Meeting Minutes
January 13, 2015
6:00 p.m.**

PRESENT:

Mayor: Michael W. Daniels

Council Members: Dianna Andersen
Cyd LeMone
Ben Stanley
Jay Meacham

Staff Present: Scott Darrington, City Administrator
David Larson, Assistant to the City Administrator
Dean Lundell, Finance Director
Deon Giles, Parks and Recreation Director
Tina Petersen, City Attorney
Mike Smith, Police Chief
Dave Thomas, Fire Chief
Ken Young, Community Development Director
Lynn Walker, Public Works Director
Kathy Kresser, City Recorder
Sheri Britsch, Library and Arts Director
Degen Lewis, City Engineer

Other: Bill Lee, Utah County Commissioner
Paul Jerome, Assistant City Administrator and Finance Director for Eagle Mountain City; President-Elect for the Utah Government Finance Officers Association (GFOA)

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 Andersen, LeMone, Stanley, and Meacham were present. Council Member Boyd was excused.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Stanley.

3) **OPENING REMARKS**

The opening remarks were given by Planning Commissioner, Eric Jensen.

4) **APPROVAL OF AGENDA**

City Administrator, Scott Darrington, noted that item 7(c) would be continued to January 20, 2015. Mayor Daniels added to the consent items the reappointment of Stephanie Green as a Board of Adjustment Member.

ACTION: Council Member Stanley moved to approve the agenda with the changes noted above. 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.

Jack Freeman thanked Pleasant Grove Public Safety personnel for their service. He relayed a recent personal situation and stated that dispatch and the Fire Department provided relief in a time of need. Mr. Freeman recognized the fine employees of Pleasant Grove City.

Eric Jensen, identified himself as a Member of the Planning Commission and gave his address as 120 North Main. He announced that Planning Commissioner James Malone was appointed as the new Planning Commission Chair, and congratulated him on this new assignment. Community Development Director, Ken Young, added that Mr. Jensen is now the new Planning Commission Vice Chair.

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

6) **CONSENT ITEMS**

- a) **City Council and Work Session Minutes:
Redevelopment Agency Minutes for the October 7, 2014 Meeting.
City Council Minutes for the December 16, 2014 Meeting.**
- b) **To consider for approval the reappointment of Stephanie Green as a Board of Adjustment Member.**
- c) **To consider for approval paid vouchers for (January 8, 2015)**

The consent items were reviewed and discussed.

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

7) **PRESENTATIONS**

- A) **PRESENTATION FROM THE UTAH GOVERNMENT FINANCE OFFICERS ASSOCIATION FOR AN AWARD FOR THE CITY'S BUDGET DOCUMENT.**

Paul Jerome identified himself as the Assistant City Administrator and Finance Director for Eagle Mountain City. He reported that he also serves as President-Elect for the Utah Government Finance Officers Association (GFOA). He read the following statement, as posted on the GFOA official website:

'The GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices and budgeting and then to recognize individual governments that succeed in achieving that goal...Documents submitted to the Budget Awards Program are reviewed by selected members of the GFOA professional staff and by outside reviewers with experience in public-sector budgeting.'

Mr. Jerome explained that the Distinguished Budget Award is a tool that can be used by citizens for transparency purposes. It demonstrates exactly how the City spends taxpayer dollars. Several qualifications have to be met in order to receive the award, such as a long term financial policy, significant budget trends, strategic goals for each organization, and a description of all funds. The award is an indication that the budget document created by staff is of high quality. Mr. Jerome mentioned that Pleasant Grove City has also received the CAFRA award the past three years in a row as well. To receive both awards speaks volumes about the City and the citizens should be very proud. In conclusion, Mr. Jerome presented the Mayor and Council with the Distinguished Budget Presentation Award and the GFOA Certificate of Recognition for budget preparation to Assistant to the City Administrator, David Larson.

Mayor Daniels expressed admiration for staff's budget skills. He made specific mention of the City's reserves and debt coverage and stated that the upward trend will make a difference in the upcoming water bond refinancing.

B) PRESENTATION OF CERTIFICATES TO THE LEADERSHIP TRAINING GRADUATES. Presenter: Administrator Darrington.

Administrator Darrington explained that a new program was recently implemented to provide leadership training for department heads, supervisors, and all personnel with management responsibilities. The training curriculum was modeled after another city's program, and entails reading a book titled *Endurance*. The book details a group voyage to Antarctica that took place in the early 1900s. The group ultimately was stranded along the way and had to determine how to survive and return home. Administrator Darrington explained that the captain of this voyage was named Ernest Shackleton and the City's training program studied the leadership principles that Captain Shackleton put into place to get his group home safely.

Administrator Darrington stated that there were 12 people who participated in the Leadership Training. Some of the leadership principles identified in the book included optimism, unity, trust, hiring the right people, delegation, loyalty, and leading by example. Each person in the training then provided a one-hour presentation to the group on one of the principles. Administrator Darrington suggested that the program take place bi-annually, in the late fall and early spring. He felt that every City employee would benefit from it. Certificates were presented to the following

individuals: Sheri Britsch, John Goodman, Mike Roberts, David Larson, Ken Rymmer, Kathy Kresser, Dave Thomas, Dave Houston, Clint Warnick, Tina Petersen, and Angelique Hansen.

C) BECCA MALLORY, VICTIM ADVOCATE, TO UPDATE THE COUNCIL ON THE PROGRAM STATUS. *Continued to January 20, 2015.

D) PRESENTATION AND DISCUSSION ON THE RESULTS OF THE CITY'S ACCESSORY APARTMENT SURVEY. *Presenter: Richard Guernsey.*

Administrator Darrington stated that Mr. Guernsey provided the Council with a presentation on December 16, 2014. After the meeting, staff and Mr. Guernsey met to review specific costs. Administrator Darrington referred the Mayor and Council to a summary page containing that information.

In Mr. Guernsey's original presentation he requested that the City waive the administrative costs to run the program and provide a \$2.00 subsidy per participant. Administrator Darrington explained that if the City provided a subsidy for 125 participants and waived administrative costs, it would cost approximately \$3,000 per year to start the program in Pleasant Grove. Once there is a certain number of participants, the subsidy would be eliminated and the cost of the service paid by participants at a cost of approximately \$8.00 per month per household. Administrator Darrington noted that the service will be by subscription only.

Administrator Darrington stated that if the City wants to develop the program, the administrative costs associated with growth need to be addressed. If the City administers the program, the City will own it. A third party contractor may be hired to administer the program; however, similar to garbage and recycling, if a resident's glass does not get picked up, calls will be made directly to the City. Furthermore, Administrator Darrington pointed out that if the City decides to maintain ownership of the service and collect the bill, they need to be prepared for scrutiny that may result. Other potential issues may include missed pick-ups, broken equipment, glass storage, and the inability to contact personnel for the purpose of remedying a problem in a timely manner. Additionally, the City would need to determine how to handle the collection of missed payments.

Mayor Daniels asked Administrator Darrington to elaborate on staff's perspective regarding the impact and fairness to the citizens for the City sponsoring this program. Administrator Darrington commented that if it is a service the City wants to provide, the subsidy can be considered. Currently, however, citizens are able to physically take recyclable glass to a drop-off point. If the current program satisfies the need for glass recycling in Pleasant Grove, this other service might not be necessary. Administrator Darrington pointed out that Salt Lake City values the service and is willing to subsidize the program for their citizens. In response to a question from Council Member Meacham, it was noted that 60% to 70% of Pleasant Grove residents use the existing recycling service.

Mr. Guernsey made reference to the aforementioned Leadership Training and expressed appreciation for the community. He stated that he has worked directly with the City's public safety personnel, and discussed their professionalism in responding to emergency situations. He congratulated Fire Chief, Dave Thomas, on being appointed as the City's New Fire Chief.

Mr. Guernsey reported that he had the opportunity to make a presentation before the Pleasant Grove Chamber of Commerce the previous week at the awards ceremony. Additionally, a market study was completed with the chamber members and citizens. A huge response was generated. Mr. Guernsey mentioned that he recently met with Utah County Commissioner Ellertson regarding his intent to start the glass recycling program in Pleasant Grove and ultimately gain County-wide support. He was exploring the option of getting a subsidy from the County rather than the City. Mr. Guernsey relayed that according to Commissioner Ellertson, the County has no affiliation with the landfills or garbage and recycling collection. All of this takes place within individual communities and as a result, there would be no incentive for the County to offer a subsidy.

Mr. Guernsey also gathered information from Commissioner Ellertson regarding administration of the four landfills in Utah County. He explained that there are two special services districts and two cities that operate four different landfills. Mr. Guernsey indicated that he intends to meet with each entity regarding the subsidy. He spoke about Momentum Recycling and noted that they divert over 185 tons of glass each month from landfills. The life of landfills can be extended considerably by diverting this much material each month. In Salt Lake City's case, it saves their taxpayers millions.

A letter of support from the Utah County Commissioners was presented, as well as the results of the market study. Mr. Guernsey stated that his proposed third collection bin is only an interim measure. He acknowledged that three different collection bins is a lot. However, since mixed recycling is not a possibility, this is what has to be done. He hoped that within the next five years, single stream recycling will be an option in Utah County. Mr. Guernsey provided a brief overview of items presented in his original presentation on December 16, 2014. He hoped glass recycling will at some point be a City service.

There were three questions on the market survey, with the first asking respondents to describe how important recycling is to them. According to the survey, 48% identified recycling as "very important"; 40% considered it "somewhat important"; 12% found it to be "not important". Therefore, it could be concluded that nearly 90% of respondents indicated that recycling is of some importance in the community. The second question asked respondents if they use the existing glass collection bin near City Hall. 11% responded that they use it often; 26% have used it once or twice; and 63% have never used the glass collection bin. In other words, two thirds of Pleasant Grove residents have never used the glass collection bin.

In response to a question from Mayor Daniels, Mr. Guernsey noted that the sample size was 100 people, as per what was provided by Survey Monkey. It was noted that more than 100 people took the survey. He explained that the third question asked respondents if they would support an optional curbside glass recycling program. He clarified that upon distributing the survey via email, it was made very clear that the service would be optional and cost \$6.00 to \$8.00 per household. 18% responded "yes, enthusiastically"; 22% responded "sure, why not"; 47% responded "no, an essential glass collection bin by City Hall is good enough for me"; and 13% responded "no, I prefer to dispose of my glass bottles and jars in the garbage that goes to the County landfill."

Mr. Guernsey stated that three important things can be learned from the survey results. First, recycling is important to almost 90% of Pleasant Grove citizens. Second, about one-third of local residents have used the central glass collection bin near City Hall at least once. Last, around 40% of Pleasant Grove citizens would support an optional curbside glass recycling program. Mr.

Guernsey concluded that the results of the market survey show positive outcomes for the objectives of the proposed program. Furthermore, since curbside glass recycling would be an optional service, only those who want the service will pay for it. Mr. Guernsey pointed out that 500 subscriptions are needed to begin operations, with 125 coming directly from Pleasant Grove City. This is equal to slightly less than 1.5% of the Pleasant Grove City population.

Mr. Guernsey reported that he was contacted by Mark Ringger from doTERRA, who communicated that they have been looking for a recycling solution for their bottles for the last couple of years. Furthermore, Mr. Guernsey learned that doTERRA will be building a new bottling plant, which will increase its capacity to produce up to seven million bottles per month. Mr. Guernsey and Mr. Ringger entertained the idea of having glass collection capabilities at doTERRA so that customers can drop off their old bottles when they come to purchase new products.

Mr. Guernsey explained that Planet Green Recycling needs a community partner in order to get started. They will begin with residential glass recycling, but rapidly expand to businesses at central collection points. Additional glass collection sites will then be provided throughout the community, as well as incentives to initial community partners. Planet Green Recycling expects their community partners to provide the following: environmental consciousness, a desire to promote and lead green initiatives, and the provision of billing services along with other City utilities. Furthermore, they expect community partners to assist with marketing efforts through websites, mailings, and door-to-door campaigns.

Mr. Guernsey stated that Planet Green Recycling chose Pleasant Grove for the program because it is his home. He stated that the community has many forward thinking, environmentally-conscious people. Pleasant Grove will be the center for recycling efforts in Utah County in the future, and it makes economic sense for Planet Green Recycling to base their Utah County operations in Pleasant Grove. They are willing to work with staff and the elected officials to identify the conditions under which the program can successfully operate.

A list of revised incentives were then presented. Mr. Guernsey explained that Planet Green Recycling will pursue funding the \$2.00 subsidy in partnership with the North County Special Services District. He stressed that the maximum cost to Pleasant Grove residential customers will be around \$8.00 per month per household. As a second incentive, Planet Green Recycling will take responsibility for the maintenance and collection of the central glass collection bin by City Hall free of charge, upon signing a contract with the City. If 500 subscriptions are obtained in Pleasant Grove in the first year of operations, Planet Green Recycling will reduce their costs by \$2.00 per month per household in subsequent years.

Mayor Daniels expressed concerns with Mr. Guernsey's initial approach of seeking assistance from a public entity in order to create this new enterprise. Furthermore, although Mr. Guernsey indicated that he will look elsewhere for the subsidy, there are still questions about whether or not collection will become an administrative cost to all Pleasant Grove citizens. A solution would need to be reached where only those who have subscribed to the service pay for it. He suggested that Mr. Guernsey start with businesses and explained that the most significant question is where to find the greatest concentration of glass with the least amount of administrative and operational effort. Mr. Guernsey responded that Planet Green Recycling needs to first get established. He explained that they need the City to handle the administrative responsibilities.

Council Member Meacham explained that as a governing body, they don't know what the residents want at this point. He was concerned with the survey that was conducted and the limited data base. Furthermore, he would like to see a survey that explicitly specifies a cost associated with the benefits of the service. Mr. Guernsey spoke about the questions drafted for the market survey. While the commercial side would be a larger money-making endeavor, Planet Green Recycling wants a base of operations in a municipal collection service. He was of the opinion that cost is irrelevant as it is a detail that can be figured out. Mr. Guernsey did not feel the need to conduct further market research.

Council Member Meacham pointed out that North Pointe's tipping fees are based on weight, which Planet Green Recycling would be reducing. Therefore, they would be asking North Pointe to operate a subsidy on a lower revenue from which they would not benefit. Mayor Daniels pointed out that as of 2014, there are 7,794 residences and/or businesses in Pleasant Grove City that have water connections. These same households/businesses would likely also be targeted for the proposed glass recycling program. To only present data from 100 of the 7,794 households/businesses is a statistically insignificant representation.

Council Member Andersen supported the idea of operating a curbside glass recycling service, without participation from the City. She was of the opinion that it could be a profitable business, but that it is not a City service. She personally does not produce enough used glass to fill an entire bin, however, there are several restaurants and businesses in the City that could benefit from the service. Council Member Andersen felt that people who express a desire to participate will be willing to pay more.

Council Member Stanley echoed Council Member Andersen's comments and liked the idea of having such a service. He had concerns with the initial proposal of having the City provide a subsidy. He felt that while he would be more supportive of the subsidy being funded via an alternative source, Mr. Guernsey might end up finding that North Pointe may not be as helpful as he wants them to be. However, if these types of issues can be resolved, Council Member Stanley expressed a willingness to have further discussions on the matter. He commended Mr. Guernsey for his efforts and acknowledged that he is approaching the matter in the right way.

Council Member Meacham asked if there would be a glass storage site in the City. Mr. Guernsey explained that the processing plant is in Salt Lake City, at Momentum Recycling. The equipment required to transport the glass to the plant will include a collection truck and a 40-foot flatbed trailer. The glass will be collected and stored in the flatbed trailer until four dumpsters are filled, at which time they will be taken to Momentum Recycling. Currently, initial discussions with a potential partner have begun with respect to acquiring storage space in a nearby industrial area. The plans, however, had not been finalized.

Council Member Meacham mentioned that North Pointe's board members also represent many other communities in Northern Utah County. Therefore, trying to speak to them about subsidizing a program just for Pleasant Grove might not go over well. Council Member Meacham was unsure as to which direction he would like to take with the proposal. Administrator Darrington felt it was difficult to make a decision at this point because not all of the numbers have been calculated. He

suggested that staff meet with Mr. Guernsey again to continue ironing out package details and service expectations.

There was further deliberation on whether or not the proposed service would be a good fit for Pleasant Grove. An informal vote was taken on the matter. Council Members LeMone and Andersen voted "no", and Council Members Meacham and Stanley voted "yes", as long as all of the costs are deferred entirely on the users only. To break the tie vote, Mayor Daniels voted "no", and stated that the general consensus is that curbside glass recycling is not a proposal that the Pleasant Grove City Council wants to consider further.

8) **ACTION ITEMS READY FOR VOTE:**

A) **TO CONSIDER FOR ADOPTION A RESOLUTION (2015-03) AUTHORIZING THE MAYOR TO DECLARE TWO IPADS AS SURPLUS AND DIRECTS THAT THEY BE DISPOSED OF ACCORDING TO THE CITY'S POLICY FOR DISPOSING OF SURPLUS PROPERTY.** *Presenter: Administrator Darrington.*

Administrator Darrington explained that former Fire Chief, Marc Sanderson, has left his employment with the City and would like to purchase his iPad. Additionally, Administrator Darrington stated that he recently got a new laptop that doubles as a tablet, which eliminates the need for a second tablet. He would, however, like to purchase his old tablet from the City. Jeremy Roos, the City's contracted IT Tech, researched the market value of the items and determined that each are worth between \$130 and \$200. Administrator Darrington and Mr. Sanderson were both willing to purchase the tablets for \$200 each.

ACTION: Council Member LeMone moved that the Council adopt a Resolution (2015-03) authorizing the Mayor to declare two iPads as surplus and directed that they be disposed of according to the City's policy for disposing of surplus property. Council Member Meacham seconded the motion. A voice vote was taken. Council Members Stanley, Meacham, LeMone, and Andersen voted "Aye". The motion passed unanimously.

B) **TO CONSIDER FOR ADOPTION AN ORDINANCE (2015-3) AUTHORIZING THE MAYOR TO SIGN A FRANCHISE AGREEMENT WITH XO COMMUNICATIONS, LLC; AND PROVIDING FOR AN EFFECTIVE DATE.** *Presenter: Attorney Petersen.*

City Attorney, Tina Petersen, explained that XO Communications, LLC, is a telecommunications provider that wants to provide service to the Mosy building in the Grove. In order to do this, they must bore under one of the City's streets to get onto the private property in question. Per Pleasant Grove City Ordinance, anyone who will be working in a public right-of-way needs to be granted a Franchise Agreement. Attorney Petersen noted that the applicant has paid the mandatory \$500 application fee and explained that franchise fees collected will be sent to the State and rebated back to the City. At this point, XO Communications is not planning to provide services throughout the City.

Council Member LeMone asked if XO Communications contacted the businesses or if the businesses contacted them about providing services. Attorney Petersen did not know the answer.

Mayor Daniels explained that there have been other telecommunications companies that have requested to come to Pleasant Grove, but were only willing to provide services for a certain portion of the City. Attorney Petersen stated that the Franchise Agreement will be non-exclusive, which means that XO Communications will not have exclusive use of the rights-of-way. Furthermore, others will be given the opportunity to use the same property.

ACTION: Council Member Stanley moved that the Council adopt an Ordinance (2015-3) authorizing the Mayor to sign a Franchise Agreement with XO Communications, LLC; and provide for an effective date. Council Member Andersen seconded the motion. A voice vote was taken. Council Members Andersen, LeMone, Meacham, and Stanley voted "Aye". The motion passed unanimously.

9) **ACTION ITEMS WITH PUBLIC DISCUSSION**

There were no action items with public discussion.

10) **DISCUSSION ITEMS FOR THE JANUARY 20, 2015 MEETING**

The agenda items for the January 20, 2015, City Council Meeting were reviewed. The first item will be a presentation by Victim Advocate, Becca Mallory, who will update the Council on the program status. The second item will be approval of a nine-lot subdivision final plat called Monson Acres Plat A, located in the Monkey Town Neighborhood. Director Young explained that recently the Council reviewed a rezone request for the subject property in order to allow for the proposed subdivision.

The third item will be a public hearing to consider an ordinance at the request of Steven Stoddard to amend Section 10-18-2-N of the City Code to allow the slope of a single-family residential driveway to exceed the current maximum of a 10% grade. Director Young explained that the applicant presented the item because in his situation it is difficult to develop the driveway on his property. In researching the matter further, staff discovered a procedural error on their end that has since been corrected. Furthermore, they have found that there are many driveways in the community that exceed a 10% slope. In many cases it is only practical to allow for a slope of more than 10%; therefore, the proposal will be to allow for slopes up to 18%. There was continued discussion relative to the applicant's property. Mayor Daniels expressed concern with slopes that are east or north facing, stating that there is little to no ice melt for those areas during the winter. Administrator Darrington replied that there needs to be a ramp and a pad, so that people will park on the pad and not the slope. Attorney Petersen read the current and proposed ordinance language.

The last public hearing scheduled for the following week was to consider adoption of an ordinance at the request of Guy Fugal to amend Section 10-13-B to allow 60 feet total driveway width and 60 feet between driveways on properties within the Rural Agricultural Overlay. Director Young explained that according to the ordinance, 40 feet is allowed between driveways. The proposed change specifically targets the Rural Agricultural Overlay. Currently, only two properties in the City have this designation; the Fugal property on at 1100 North, and another property on 200 South. Properties must have at least two acres in order to have this overlay designation. The Fugals have an access into their property, which is about 24 feet wide. Therefore, they don't have enough room within the 40-foot maximum to provide another similar type of driveway. Council Member

Andersen asked if this item has gone before the Planning Commission. Staff answered in the affirmative.

11) **ITEMS FOR DISCUSSION – NO ACTION TAKEN:**

There were no further items for discussion.

12) **NEIGHBORHOOD AND STAFF BUSINESS**

NAB Chairperson, Libby Flegal, reported that she needs two more neighborhood chairs for the String Town and Monkey Town neighborhoods. Mayor Daniels asked Attorney Petersen if the ordinance has been modified, and how new appointments are handled. She explained that the City is still operating under the same ordinance, which requires candidates to come before the Committee for an election. If an election cannot be held, temporary appointments are made. Mayor Daniels asked how residents are notified of openings in their neighborhoods. Ms. Flegal replied that these announcements are made in the newsletter. Council Member LeMone suggested that they also be announced via the City's website.

Director Young announced that his department is beginning the process of electronic filing. This is a project they have been working toward for some time, and the server has finally been set up. Electronic filing will greatly reduce paper space and files will be much more accessible to the public.

Mr. Larson reported that last Thursday was the annual awards banquet for the Chamber of Commerce. It was very well-attended. Twenty finalists were highlighted and there were six award winners. The six categories and winners were as follows: Mayor's Award, doTERRA; Business of the Year, Stone Gate Center for the Arts; Business Person of the Year, Melissa Carbajal; New Chamber Business of the Year, Cravings Bistro; Educator of the Year, Lisa Robinson of Grovecrest Elementary; and the Community Service Award, Dianna Andersen. Council Member Andersen commended Mr. Larson for his work with the Chamber of Commerce.

Public Works Director, Lynn Walker, reported that the area received over one inch of rain from the last storm. Fire Chief, Dave Thomas, announced that Battalion Chief, Corey Cluff, accepted the Deputy Chief position earlier in the day. He will officially begin the new position on January 17. Additionally, a couple of units are back from being rebuilt. Police Chief, Mike Smith, stated that last week a citizen read a letter from the FBI National Academy about the Law Enforcement Appreciation Day (LEAD) day and evening events. He publicly thanked Pleasant Grove residents who supported and contributed to the event. Chief Smith commented that the public support meant a great deal to the department.

Library and Arts Director, Sheri Britsch, announced that Teen Night is coming up this Friday night. A Financial Fitness class will take place the following evening, and the weekly Lego Club was held earlier in the day. Director Britsch also spoke about a new program called 1,000 Books Before Kindergarten, which is to be sponsored by Molina Healthcare. They will be providing 250 canvas bags with the library's name and a book for every child who participates in the program. Prizes will be awarded at every 100 book milestone. A party will take place annually to kick off the new year.

Registration for the program can either be done at the library or online. Last, she announced that the library is doing an after-school program on Thursdays.

Administrator Darrington spoke briefly about the Leadership Training, and mentioned that the Council can also participate in the activity. Council Member LeMone also asked if electronic voting for City elections would be discussed at the retreat. Administrator Darrington stated that it is on the agenda. Attorney Petersen followed up on a previous discussion and read that according to the ordinance neighborhood chairs are to be appointed by the Mayor and City Council. Neighborhood chairs serve for a term of two years. Attorney Petersen also reported that the Legal Department is also taking the opportunity to go paperless.

13) MAYOR AND COUNCIL BUSINESS

Council Member Meacham asked about the Health Fair. Parks and Recreation Director, Deon Giles, reported that he was at the event all day and there was a steady flow of people all day. He sold a total of 565 passes to the Rec Center, totaling \$104,000 in sales. Council Member LeMone asked if there is a reason why passes are not sold online at least on the same day as the event. Administrator Darrington explained that this could be set up and acknowledged that it would be a good idea. Director Giles added that on the day of the Health Fair, the wireless system was completely overloaded. Furthermore, if patrons come to the Rec Center within one week of their pass expiring, they get a 15% discount for renewing. The timing of the Health Fair was also discussed.

Council Member LeMone announced that PG Hope will be having a dinner on Monday, January 26. DoTERRA is offering space for the event and Walmart is providing the dinner. The event will take place from 6:00 p.m. to 8:00 p.m. and training will be provided. It will serve as a kick-off to the community stakeholders, which includes businesses, community, school, and religious leaders. Once the leaders are trained it will spread to the rest of the community. Administrator Darrington asked if an RSVP is necessary. Council Member LeMone answered in the affirmative.

It was noted that profile pictures of staff and elected officials would be taken the following day between 10:00 a.m. and 2:00 p.m. It was also noted that Brian Green moved his Open House to Thursday. Council Member Andersen suggested having a rotation for Council departmental assignments. This would allow Council Members the opportunity to participate in the activities of each department within a year. Mayor Daniels replied that the Council can set up department assignments however they see fit. He stated that departments won't complain if various Council Members stop by for a visit and would appreciate the support. Administrator Darrington stated that the item is on the retreat agenda. Council Member LeMone then spoke briefly about the NOVA graduation.

Mayor Daniels acknowledged the work and efforts of the City's finance staff. He reported that the previous Thursday and Friday he went as part of a group to the two rating agencies and two insurance agencies. Mayor Daniels reported that he was very impressed with the level of preparation and work that had been done. The answers given to these agencies' questions were very impressive and professional. He was hopeful that Pleasant Grove City will go from an A to an A+ rating.

14) SIGNING OF PLATS

There were two plats signed: Parkside at Pleasant Grove Plat C, and Deer Meadow Lane Plat A.

15) REVIEW CALENDAR

There were no further calendar items to review.

16) ADJOURN

ACTION: Council Member Stanley 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 8:12 p.m.

Minutes of the January 13, 2015 meeting were approved by the City Council on February 10, 2015.

Kathy T. Kresser, City Recorder

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