

**Pleasant Grove City
City Council Meeting Minutes
Work Session
Tuesday, June 6, 2023
4:30 p.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen
Brent Bullock
Eric Jensen
Cyd LeMone
Todd Williams (joined at 4:30 p.m.)

Staff Present: Scott Darrington, City Administrator
Tina Petersen, City Attorney
Deon Giles, Parks Director
Denise Roy, Finance Director
Drew Engemann, Fire Chief
Sheri Britsch, Library and Arts Director
Neal Winterton, Public Works Director
Kyler Brower, Assistant to the City Administrator
David Packard, Human Resources Manager
Keldon Brown, Police Chief
Megan Zollinger, Recreation Director
Kara Kresser, Planning Assistant
Daniel Cardenas, Community Development Director

Excused: Kathy Kresser, City Recorder

The City Council and staff met in the Community Room, 108 South 100 East, Pleasant Grove, Utah.

4:30 P.M. WORK SESSION

Mayor Guy Fugal called the meeting to order at 4:30 p.m. and welcomed those present.

Library and Arts Director, Sheri Britsch introduced New Library Employee, Charlotte Smith, who holds a master's degree and has library experience working for Holland America Cruise Lines and nine years of customer support with SirsiDynix, which the Library uses for its cataloging systems. That knowledge base will be invaluable in terms of how the Library uses the systems. She is also skilled in dealing with the public. Ms. Smith was pleased to be back in the public library system, as that is where her heart is.

a. Kimberly Schroepfel, Victim Advocate update.

This item was continued to the June 20, 2023 meeting.

b. Fraud Risk Assessment Discussion. Director Roy.

Finance Director, Denise Roy, reported on the State Auditors Office's mandated Fraud Risk Assessment, which is now required annually for cities and special districts in Utah. Copies of the report were provided in the Council packet for review. She stated that the City does well because policies are in place and duties are separated. The City also has a Fraud Hotline and there is an Internal Audit Function in place. Pleasant Grove is in the low-assessment risk category. The threshold is 395 points and Pleasant Grove is at 255 points. She and City Administrator, Scott Darrington, considered contracting out the assessment but discovered that the cost was nearly equal to the cost of a full budget audit.

The Utah County Financial Officers Group to which she belongs, is considering implementing an independent auditing function for its members to provide auditing for one another. Such practice meets the audit requirements and would be more cost-effective as resources would be shared among the various entities. The report, including certification that the Council saw the report, will be submitted to the Auditor's Office. After some discussion, the Financial Officers' independent audit idea was thought to be a positive move.

c. Staff Business.

Human Resource Manager, David Packard, reported on the following:

- Open enrollment is finished and the employee information was being provided to the carriers.
- Staff evaluation performance for the fiscal year was in process.
- Recruitment continued.

Recreation Director, Megan Zollinger, reported on the following:

- The pool is physically ready to open.
- Staff was waiting for County Exemptions pertaining to sauna and pool motor horsepower levels.
- Staff was also seeking a County Exemption for the returns. That process requires a dye test, which was to be done today to show that the chemicals in the pools move around as they should. If the test fails, the County will likely agree that the pool opening can move forward but will require more frequent testing.
- The pool heater, which has some temperature regulation issues, was being evaluated by the manufacturer. The pool can still be opened.
- There have been numerous questions and the public can contact her directly. She also acknowledged the work of Assistant Recreation Director, Shawn Whitaker on the pool issue.

Administrator Darrington stated that after the pool is open, he, Ms. Zollinger, and Mr. Whitaker will be evaluating the long-range decisions about the pool and making decisions about its future including options and long-term costs.

Fire Chief, Drew Engemann, reported on the following:

- The training of approximately 15 individuals (including new recruits) from various cities was underway at the Pipe Plant. It was a positive experience.
- They are still short two staff members.
- The fire engine is back in service after requiring multiple days of repair work.
- One Fire Department employee has been nominated as a Hometown Hero. He would keep the Council informed.

Public Works Director, Neal Winterton, reported on the following:

- The Public Works Department remains busy on several projects.
- There was a great Public Works Week Celebration. Department activities included the efforts expended doing daily snow plowing this year and successes with the drinking water plans. The water deficiency points were reduced from 380 to 55 and they expect it to ultimately be zero.
- There will be further awards for roadway projects.
- Another Open House for the neighborhood was set for June 12 for the 2600 North Project at the Stonegate Event Center. The contractors and staff will be present to discuss phasing plans, road closures, and what the area will look like.

Community Development Director, Daniel Cardenas, reported on the following:

- They are finalizing the new design standards for The Grove and working to make sure businesses on North Grove and State Street can be developed and move forward.
- There is a new development involving 2.6 acres west of Evermore consisting of 26,000 square feet of restaurant, retail, and office space. It is currently before the Planning Commission.

Parks Director, Deon Giles, reported on the following:

- The Battle Creek restroom is nearly complete with electrical, plumbing, and earthwork remaining to be done. The contractor was to provide an update the following day.
- G Mountain was moving forward. On G Day there were 25 employees representing every department who did a significant amount of work. They will begin the application of gunite after Strawberry Days and it was estimated that the project will be completed within one year.
- 227 volunteers donated 508 hours of service during the Annual Trail Day the previous Saturday and the recent work by the Mountain Biking Club. They were

able to complete everything planned with the exception of two minor projects. Thanks was expressed to the volunteers.

- The recent Memorial Day cleanup went well. Staff was busy preparing for future events.

Police Chief, Keldon Brown, reported on the following:

- Police Department leadership was in the process of interviewing the three top candidates for a new position.
- The Car Show and Firemen Breakfast were to take place on Saturday between 8:00 a.m. and 2:00 p.m.
- The department was prepared with its manpower strategies for Strawberry Days.
- The School Resource Officer nominated and selected Officer Chris Ruiz as the Exceptional Service Officer of the Year for Five States (Colorado, Idaho, Montana, Utah, and Wyoming). He will be attending the awards ceremony in Minneapolis, Minnesota with the School District paying for the trip. The award will recognize his work with the Cadet Program, which is a high honor. Council Member LeMone suggested that this information be provided to the City's social media person.
- The survey approval rate is 95%. He was not aware of the number of survey responses but commented that the department wants to continue the positivity.
- The warmer weather has turned the Modoc Trail into a "racetrack" which has resulted in concerns about speeding and motorized scooter activity. The department will be increasing police presence in the area.
- Criminal charges were pending for two of the problem houses.

Library and Arts Director, Sheri Britsch, reported on the following:

- She thanked those who attended the Memorial Days Program.
- The Summer Reading Program opened earlier in the day at Veteran's Park with 500 in attendance. It has been a successful program.
- In response to an inquiry about a person's difficulty getting a Library Card, it was noted that the Library policy provides that if a person's driver's license is older than six months the person must bring in a letter or bill showing their current address.

City Attorney, Tina Petersen, reported on the following:

- She was working on Development Agreements with St. John Properties and McKay Christensen and with Cedar Hills on 4000 West and 4000 North.

Assistant to the City Administrator, Kyler Brower, reported on the following:

- The Old Town Hall Renovation is set to begin June 19. The project was estimated to take three months to complete.
- There was a good response to the Request for Proposals ("RFP") for the website. The committee will next rate the proposals for selection.

Administrator Darrington identified the following calendaring events:

- June 7 is the deadline for candidate filings;
- June 12 is the New Candidate Orientation at 6:00 p.m.; and
- June 15th is the Open House Ribbon Cutting for Hamlet Homes at noon.

Administrator Darrington reported on the following:

- The Certified Tax Rate has not yet been received from the County. Once received, a Special Meeting must be held by the end of June to discuss whether it is to be accepted or changed. If the rate is to be changed, notice will be sent to the public, with a Truth in Taxation Hearing to take place on August 1.
- Staff is working with Cook Center Foundation regarding the groundbreaking for Kindness Park. There was discussion about a name change for the park. The Cook Center will be invited to the June 20 Work Session to discuss the groundbreaking, which was likely to take place in July or early August.
- Employee Day at G Mountain was highly successful. Twenty-five employees hiked up the steep, difficult trail and performed physical labor on steep terrain. They had a wonderful time, and there a write-up would be submitted about the day.
- The City is participating in a Summer Steps Challenge to encourage wellness for City employees. The goal is to have 50 million steps collectively between June 1 and August 1, 2023. There will be a variety of contests with prizes to foster competition among the staff. To date, 65 employees have signed up.
- The City received an email from the Utah League of Cities and Towns (“ULCT”) and the Taxpayers Association’s latest newsletter indicating that the Transportation Fee issue is a high priority. The State Legislature can set the law and declare that cities cannot charge this fee. Administrator Darrington was not aware of a particular view being espoused by the Legislature but was aware that the Taxpayer’s Association has referred to the fee as a tax. The following week, a representative favoring the use of the fee will present the matter at a committee meeting. Administrator Darrington was invited to attend. Other cities are considering the Utah Supreme Court’s ruling regarding the use of the study and it was noted that similar legislation would strengthen the fee position. The Legislature has the final decision. There was brief discussion about points to be argued against the Legislature deciding to identify the money as a tax and not a fee, including that more gas tax money would be required if the fee money were eliminated.

Administrator Darrington reported that the Agenda for the June 20, 2023, meeting will include the following during the Work Session:


- Kimberly Schroeppel, Victim Advocate Update;
- The Cook Center Foundation;
- Splash Pad Update;
- The next generation of 600 West and Center Street.

The City Council Meeting for June 20, 2023, will include the following:

- Public Hearings on Water Efficiency Standards;
- Actions on various required water efficiency modifications;
- The purchase of secondary water heaters and water pressure boxes;
- A proclamation regarding Dahlia's Hope Day; and
- A Cell Tower Agreement.

ADJOURNMENT

MOTION: At 5:30 p.m. Council Member Jensen moved to ADJOURN the Work Session. Council Member Andersen seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.


Kathy T. Kresser, MMC
City Recorder



(Exhibits are in the Recorder's office.)