

**Pleasant Grove City
City Council Meeting Minutes
Work Session
April 10, 2018
5:00 p.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen
Eric Jensen
Cyd LeMone
Lynn Walker
Todd Williams

Staff Present: Scott Darrington, City Administrator
Denise Roy, Finance Director
Deon Giles, Parks and Recreation Director
Dave Thomas, Fire Chief
Kathy Kresser, City Recorder
Daniel Cardenas, Community Development Director
Marty Beaumont, Public Works Director
Tina Petersen, City Attorney
Shawn Nielson, Police Sergeant
David Larson, Assistant to the City Administrator

The City Council and staff met in the Library at 30 East Center Street, Pleasant Grove, Utah.

5:00 P.M. WORK SESSION

a) Introduction of New Employees.

Mayor Fugal welcomed those present to the Work Session and turned the time over to staff to introduce the new employees.

Public Works Director, Marty Beaumont, introduced Shaun Hilton and Ria Hanna. Ms. Hanna was from California and had worked for a small water district for the past 17 years. Mr. Beaumont had known Shaun for several years because of the City's interaction with JUB.

Ms. Hanna addressed the Council and reported that she lives in Provo with her family. She had been married for nine years, and they have a six-year-old son.

Mr. Hilton completed his Master's Degree at BYU about one year ago. He lives in Orem with his wife and two small children.

Fire Chief, Dave Thomas, reported that the Fire Department was excited to finally be filling two positions that had been vacant for months. He introduced Hunter Morgan and Zack Larson.

Hunter Morgan reported that he is originally from California but moved to Utah about five years ago. He and his wife had been married for five years and they were expecting a baby boy. They reside in Lehi City.

Zack Larson was recently married and moved to Payson. He had been in the fire service for a few years already and he was excited to start the new venture.

Community Development Director, Daniel Cardenas, introduced Kelly Evans as the new Planning and Zoning Assistant.

Kelly Evans grew up in Riverton and came to Utah County to attend Utah Valley University. She loved the area and decided to stay. Previously, she worked in real estate.

Assistant to the City Administrator, David Larson, noted that all of the City's full-time positions were filled with these new hires.

b) City Council and Staff Will Review and Discuss Items on the Agenda.

City Administrator, Scott Darrington, reported that the City Council will hear several presentations during the Regular Meeting, including an introduction from Strawberry Days Royalty, a performance from the Center Stage Youth Theatre, recognition of Drew Armstrong as a Planning Commission Member, and recognition of the Neighborhood Chairs. Administrator Darrington noted that staff was in the process of changing the Neighborhood Chair Program. The intention was to integrate them into the CERT program. The City Council would also hear a presentation from Dan Fugal and staff would present the award for Team Member of the year.

Parks and Recreation Director, Deon Giles, briefly introduced the first item on the agenda and said that the City Council was invited to attend the Arbor Day event at Manila Creek Park at 8:00 a.m. on April 28. The second item was a request to rollover the funds from the Utah County Recreation grant to the next year. Staff felt it would be wise to lump the money together next year so that they have a larger sum to improve the Downtown Park.

Council Member Andersen said that the City needed to discuss the parking situation for the 4th of July celebration. Surrounding the Grove Creek parking lot was a mound of dirt that could be utilized for sitting and standing room during the celebration. She wondered if the hills could be modified to make them more pedestrian friendly.

Director Giles commented that everything to the east of the parking lot belongs to the Forest Service and they would not be able to touch them. The ones to the north belonged to Metro. Staff could see if anything could be done there.

City Attorney, Tina Petersen, introduced the proposed ordinance and resolution regarding the Transportation Utility, Reserve Fund, and Fee. Adoption of the ordinance would enact a

transportation utility service for Pleasant Grove City. The City Council has determined that it was the responsibility of the City to ensure safe passage for its citizens on the public right-of-way. Attorney Peterson stated that the ordinance also would establish that the funds would be put into a special revenue account that could only be used for street maintenance and repair, including engineering costs, if necessary. The Transportation Revenue Fund and Utility Fee would be established by the resolution. She noted that the ordinance also provided for the fact that the transportation utility would be administered by the Public Works Director with billing and collection to be handled through the utility service bill. The ordinance also establishes an annual review conducted by the City Council. There would be an appeal process for any business owner that believes they are assigned an incorrect tier.

Council Member Williams asked if there was an undue hardship application process if someone cannot afford the fee increase. Attorney Petersen explained that if a property owner qualifies for the property tax abatement with the County, they could also receive an exemption of 20% on their utilities. The property owner would need to provide evidence that they qualify for the abatement with the County.

Attorney Petersen briefly addressed the proposed resolution to establish the Transportation Utility Fee and the Special Revenue Fund. The resolution outlines the appropriate use of funds, including a provision that would allow funds to go into the General Fund only for expenses directly related to transportation.

Council Member Williams asked what kind of expenses would be related to transportation that would be outside of the road projects. Director Beaumont gave examples of engineering studies and utility projects that are co-mingled with street projects.

Administrator Darrington briefly addressed engineering, stating that some smaller projects could be done in-house, which could potentially save the City money. They may need to utilize some of the Transportation Utility Funds to pay for in-house engineering expenses.

Attorney Petersen provided a breakdown of the Transportation Utility Fee that would be assessed. Residences would be billed \$8.45 per month. Businesses will be separated into two tiers based on average peak trips. Businesses with 0-4 trips per day would be assessed a fee of \$41.27 and businesses with 4+ trips would be assessed a fee of \$236.05. This fee would be implemented in the July 2018 utility billing. There was brief discussion regarding the appeal process for business owners.

Mayor Fugal asked about the monthly revenue they could expect to see from this fee. Administrator Darrington explained they expect \$120,000 per month.

Director Beaumont commented that the funds incurred this year will not likely be used until next spring because of construction schedules. Staff would reexamine the three-year plan once the fee is implemented in July.

c) Discussion on City's Responsibilities for School Safety.

Administrator Darrington reported that Chief Smith was not present at tonight's meeting. Discussion of the above item was delayed.

d) Staff Business.

Director Beaumont updated the City Council on construction projects at 100 East, Murdock Drive, and the Walker Tank. He reported that Public Works will begin filling the pressurized irrigation system next week and everything should be online by May 1st. He confirmed that the City cleanup will take place from April 28 to May 5.

Administrator Darrington reported that he and Director Giles met with Lisa Young the previous day to correlate Strawberry Days, including the parade route and the location of the carnival. He indicated that there would be partial closures on 100 South and 200 South for carnival rides, but the carnival will be smaller than it was last year because of ongoing construction. Administrator Darrington reminded the City Council that they would be meeting again in the Recreation Center on April 17, but their meetings would be moved to the upper floor of the Library on May 1. The ribbon cutting for the New Library elevator will take place on April 28.

Council Member LeMone asked staff if they received an update from UDOT regarding the widening of Pleasant Grove Boulevard or North County Boulevard. Administrator Darrington reported that UDOT had some discussions and there were conceptual plans, but that was as much as they had told staff. He anticipated something happening in the next few years, but the City had no ability to push that forward.

ACTION: Council Member LeMone moved to adjourn the Work Session. Council Member Jensen seconded the motion. The motion carried with unanimous consent of the Council at 5:49 p.m.

The minutes of April 10, 2018 City Council Work Session meeting were approved on May 1, 2018.

Kathy T. Kresser, City Recorder, MMC

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