

**Pleasant Grove City
City Council Meeting Minutes
Work Session
May 1, 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
Dave Thomas, Fire Chief
Mike Smith, Police Chief
Kathy Kresser, City Recorder
Daniel Cardenas, Community Development Director
Marty Beaumont, Public Works Director
Tina Petersen, City Attorney
Sheri Britsch, Library Director

The City Council and staff met in the Library, Main Level, at 30 E Center Street.

5:00 P.M. WORK SESSION

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

NOTE: The FY19 Budget was discussed prior to the agenda items.

Administrator Darrington addressed Item 9A on the agenda regarding an annexation. He reported that most of the property was owned by the Smart family, but there was a small section of the property that was owned by another family. Staff had not been able to contact the family yet. If they attend tonight's public hearing, he recommended they be allowed to comment. Administrator Darrington also recommended that the item be tabled because there should have been a public hearing before the Planning Commission. Staff wanted additional time to speak with the other property owner.

Attorney Petersen explained that the annexation wasn't ready to be approved because there were some engineering comments on the plat that had not yet been corrected. She was not comfortable with the City Council acting on the ordinance tonight.

Administrator Darrington addressed Item 9B regarding the Larry Myler project that they acted on a few weeks ago. The request tonight was to apply the recently-adopted Grove Mixed Use Overlay to the property. If the application is approved, the developer will be able to move forward with the site plan and other aspects of the project.

Director Cardenas addressed Item 9C, which was a request to remove the Senior Housing Overlay from 0.9 acres of property along Center Street. Removing the overlay would require the applicant to develop commercial and lower the residential density.

Council Member Williams asked about the traffic problems and the railroad track. Mr. Cardenas stated that these problems would be addressed with the new site plan. This issue had been discussed during the Planning Commission Meeting.

Administrator Darrington stated that Item 9D would be a public hearing to discuss a budget amendment for the Discovery Park project.

b) FY19 Budget Discussion.

NOTE: The FY19 Budget was discussed prior to the agenda items.

Administrator Darrington reported that the City Council would be adopting the tentative budget for the next fiscal year. The meeting notice specified that the detailed budget discussion would take place during the Work Session rather than the Regular Session.

Finance Director, Denise Roy, reported that the tentative budget was available in Dropbox for the City Council's review. Also available in Dropbox was a three-page narrative of the Operational Supplementary Request. She presented the first page of the report, which was referred to as the "one-pager". The only change made to this page was the inclusion of \$3,000 for flashing stop signs that would be placed at Center Street and Main Street. The next page of the budget summarized everything in the document.

Director Roy addressed page 29, Utility Rate Increases. She and Director Beaumont met for several hours the previous week to see if they could bring down the monthly rate increase for the residents. They were now proposing to keep culinary, secondary water, and storm drain at the 5% increase. Originally, the sewer increase was proposed at 2.5%, but that would be reduced to 1%. Sanitation was also reduced. Overall, the homeowner would see an average increase of 3%, which would equate to roughly \$3.88 per month. Page 30 contained a summary of the fees that were proposed to change, including utilities, the Recreation Center, and youth sports. Director Roy reported that the final budget would include an update five-year plan for the enterprise funds, and a new three-year plan for roads.

Administrator Darrington reported that the State Legislature passed a bill this year that would require cities to partially fund Operation Rio Grand by withholding some of the sales tax. It was estimated that this amount would be \$65,000 for the full year. The first year would only be \$45,000 because it wasn't a full year. He and Director Roy had been discussing how to fund it without

having to significantly change the proposed budget. It was possible that the RDA funds could be used for this purpose. They hoped to generate enough from the RDA that they would not have to touch the General Fund. Administrator Darrington stated they would have more to report in a few weeks.

Council Member Andersen asked about health insurance renewal. Director Roy reported that they would receive the renewal on Thursday. It was noted that the budget accommodated a 10% increase. Administrator Darrington reported that if the renewal increase was more than the budgeted 10%, the cost would be passed on to the employees.

Council Member LeMone asked about furniture for the Recreation Center. Administrator Darrington reported that previously the City Council did not want couches. Most likely, the furniture will cost \$4,000, as budgeted.

Council Member LeMone asked for more information on the capital expense for the engineering vehicle. Director Beaumont explained that they currently have two 2007 trucks and a Trailblazer that they want to cycle through the departments. Scott Wells' vehicle is irreparable, so they recommended moving one of the vehicles to him. The proposal was for a new vehicle for the Engineering Department. Director Roy reported that the plan was to buy the vehicle outright rather than lease it.

There was discussion about the advantages of purchasing and leasing. Council Member LeMone asked if the vehicle could be included on the lease for the police vehicles. Director Beaumont explained that they intend to keep the vehicle longer than the three-year lease and cycle it through the various departments.

Director Beaumont reported on the updates to the Public Works Building, which he hoped would make the offices more welcoming. He expected all of the updates to cost \$10,000 to \$15,000. Council Member LeMone wondered if they could lower the cost for updating the building and allocate the funds elsewhere. Administrator Darrington stated that it was likely that Director Beaumont would not spend all of the budgeted funds just because they are available. Any unspent money would go back to the Capital Fund for next year.

Council Member LeMone requested cost information about repairing Manila Score Tower. It was reported that Deon Giles was already looking into it, and staff would get the numbers back to the City Council.

Council Member LeMone expressed concern about retaining dispatchers. Currently, the City took time to hire and train part-time dispatchers, and they would leave soon after training. This was a great loss to the City. Director Roy stated that staff was looking to fund a full-time dispatcher. Council Member LeMone suggesting transitioning some of the part-time positions to full-time. Attorney Petersen commented that the City gets more hours from two part-time employees than one full-time employee, and they should consider the cost of benefits.

Director Roy added that all departments are experiencing job losses because individuals can go to smaller cities and get full-time positions with benefits.

In response to a question from Council Member LeMone, Director Roy stated that they will be studying the Administration Department in the upcoming year. That will include the library, Community Development, City Hall, and Courts.

The City Council thanked Director Roy for her work on the Budget.

Administrator Darrington reported that staff has had discussion regarding a few recreation and parks issues that need additional funding. He felt it would be worthwhile for the City Council to discuss a possible Parks and Rec tax. The City Council agreed to include that discussion on a future agenda.

c) Staff Business.

Staff business was discussed during the regular City Council meeting.

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 5:52 p.m.

The meeting adjourned at 7:47 p.m.

The City Council Work Session minutes of May 1, 2018 were approved by the City Council on May 15, 2018.

Kathy T. Kresser, City Recorder, MMC

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