

**Pleasant Grove City
City Council Meeting Minutes
Work Session
April 16, 2019
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 Director
Tyler Wilkins, Recreation Director
Tina Petersen, City Attorney
Mike Roberts, Police Chief
Dave Thomas, Fire Chief
Kathy Kresser, City Recorder
Marty Beaumont, Public Works Director
Kyler Ludwig, Assistant City Administrator
Sheri Britsch, Library Director

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

5:00 P.M. WORK SESSION

1) Miss Pleasant Grove Royalty Introduction.

Brooklin Allen, Kinsie Robbins, Kennadie Austin, Belinda Tapia, and Isabella Adams introduced themselves to the Council. They were excited to serve Pleasant Grove this year.

2) Discussion on the Lion's Club Sign for the Downtown Park.

Administrator Darrington stated that the Downtown Park was started 41 years ago by the Lion's Club of Pleasant Grove. They spearheaded a large community project to build the pavilion and some of the playground equipment. The City was now redoing the Downtown Park and staff wanted to honor the Lion's Club for their efforts in building the original park by posting a sign in the new park. The sign would have the Lion's Club logo and the Pleasant Grove City logo, and a Lion's Club logo would be placed on the new pavilion. Administrator Darrington also thought it would be appropriate for the Lion's Club to say a few words at the Ribbon Cutting in early June.

Council Member LeMone asked where the sign would be located. Administrator Darrington stated that that hadn't been determined. They were thinking about placing the sign near the playground.

Council Member Williams asked if it would be a sign or a plaque. Administrator Darrington said that they thought a sign would be more visible, but they could look into creating a plaque. Council Member Williams thought that a plaque would look more professional and be more permanent.

Darlene Seeley, the secretary of the Lion's Club of Pleasant Grove, presented a history of the Downtown Park from planning to construction.

Council Member LeMone liked the idea of having a monument-style plaque, similar to a historical marker. Council Member Williams asked staff to acknowledge the Fugal Family for their donations.

Council Member Andersen asked if there would be a celebration when the park opened. Administrator Darrington answered affirmatively and stated that this would ideally be part of Strawberry Days.

3) Presentation on Project Tracking Software. *Presenter: Council Member Jensen.*

Administrator Darrington stated that the Council discussed ways of following up and tracking projects throughout the City, and staff found a software that does that. The cost would be \$3,500 annually. The software would have Department Heads assign projects to employees, create lists and goals, and set deadlines, and the Council would have access to view these projects. Staff would have to populate the information into the program.

Council Member Jensen stated that each Council Member, staff member, and employee would have their own login. He briefly showed the Council how to navigate the software to view projects. He noted that the program would show only the Council-driven projects, so that staff could follow through on things that the Council requested.

Council Member Andersen asked how long it would take to put the necessary information into the program. Council Member Jensen stated that it took him 20 minutes to input the information they saw today. Staff was currently busy with other projects, so it would take some time to input the information. Administrator Darrington hoped to have the program ready by July 1st.

4) Budget Discussion.

Finance Director, Denise Roy, addressed the one-pager and stated that only a few items had changed since being presented at the previous meeting. Staff still had a few items left to work out before final approval. She pointed out that there was a change to employees' pay increase, as discussed. There was also a change to include the costs for a vote-by-mail election with the County.

Administrator Darrington stated that staff looked into bidding out maintenance of the City's medians. That estimate was included in the one-pager, but staff wasn't sure that this was something the City could fund this year. Staff was proposing that City employees continue to perform the maintenance but have the other company on contract in case the City falls behind and needs help.

Council Member LeMone asked about the bids received. Administrator Darrington stated that they were using the bid they received last year. Staff could look at other bids, but they anticipated they would be similar to the number listed.

Parks Director, Deon Giles, stated that they would likely have the company help the City with the spring and fall cleanings.

Council Member LeMone was concerned that the medians need more than simple maintenance and need a full overhaul. She requested that staff make a plan to address some of them this year.

Public Works Director, Marty Beaumont, stated that UDOT would be reconstructing Pleasant Grove Boulevard next year and all of the medians would be redone. Staff would get together later in the summer to create a plan for the new medians.

5) City Council and Staff will Review and Discuss Items on the Agenda.

6) Staff Business.

ACTION: Council Member LeMone moved to adjourn the work session at 5:53 p.m. Council Member Andersen seconded the motion. The motion carried with the unanimous consent of the Council.

The City Council Minutes of April 16, 2019 were approved by the City Council on May 21, 2019.

Kathy T. Kresser, MMC
City Recorder
(Exhibits are in the City Council Minutes binders in the Recorder's office.)