

**Pleasant Grove City
City Council Meeting Minutes
Planning and Budget Retreat
February 7, 2020
8:30 a.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen
Brent Bullock
Eric Jensen
Cyd LeMone
Todd Williams

Staff Present: Scott Darrington, City Administrator
Marty Beaumont, Public Works Director
Deon Giles, Parks Director
Kathy Kresser, City Recorder
Kyler Ludwig, HR Director
Sheri Britsch, Library Director
Mike Roberts, Police Chief
Dave Thomas, Fire Chief
Tina Petersen, City Attorney
Denise Roy, Finance Director
Tyler Wilkins, Recreation Director
Daniel Cardenas, Community Development Director
Brigham Dunford, Mayor Intern

The City Council and staff met in the Fire Station Training Room, 71 East 200 South, Pleasant Grove, Utah.

8:30 A.M. OPEN MEETING

- **Continental Breakfast Provided.**

Mayor Fugal welcomed those present to the meeting and gave the opening remarks. City Administrator, Scott Darrington presented a short trivia game.

8:45 A.M. YEAR IN REVIEW

Fire Chief, Mike Roberts reported that the biggest and greatest thing that occurred over the past year was the completion and dedication of the new Public Safety Building. He presented a breakdown of the organization of the Police Department and reported that they have 51 employees. He also presented information regarding critical incidences that occurred in 2019, statistics for each type of call, and dispatch data. Information was provided regarding the type and number of

cases by neighborhood. He noted that the largest number of domestic crimes were near the higher density housing. Chief Roberts described community outreach efforts over the past year.

Library Director, Sheri Britsch presented the numbers from the past fiscal year. She noted that circulation was up by about 35,000 items, but visits decreased by about 3,000. That shows that people are utilizing the library in different ways, including Overdrive and other downloadable options. She explained that Reference Transactions, which was recorded at 7,300 for the year. Wireless sessions had increased this year, which she believed was due to the remodeled space. Director Britsch shared a few stories from the past year.

Fire Chief, Dave Thomas presented data regarding the change in call volumes since they became their own entity in 2008. He noted that the number of calls directly relate to population growth. While call volumes and population had grown quickly, the number of employees had not, which was cause for concern. He explained that they often have to call on another city's fire department to assist when they have stacked calls, which results in loss of revenue for Pleasant Grove. Fire Chief discussed their public relation efforts from the past year. The Council requested data regarding the revenue lost to other cities.

HR Director, Kyler Ludwig presented a slide showing goals set at the last Budget Retreat and reported on the status of each one. The items included digital payroll, a wage study, different methods for surveying, a performance measurement system, and developing an internal employee training system.

Community Development Director, Daniel Cardenas reported that the estimated population of Pleasant Grove City is 39,576. The census would be done this year, and they could do more accurate calculations and predictions with that data once it is available. He presented statistics on new subdivision plats, commercial site plans, multi-family development, building permits, inspections, and business licenses.

Parks Director, Deon Giles reported that there were 139 burials over the past year, which was average. Later in the meeting, they would discuss the expansion of the cemetery. There was quite a bit of vandalism at the parks and trails, but the Police Department had solved most of those cases. Maintenance of the Police and Courts Building was contracted out and the dispensers at the Recreation Center were upgraded to be fully automatic. He reported on the improvements to the score tower and pavilions at Discovery Park.

There was discussion regarding vandalism and dumping at the parks. Staff stated that one option was to contact Republic Services and ask them to lock up the dumpsters at night.

Director Giles reported on the upgrades to Discovery and Downtown Parks, holiday lighting, landscaping around Historic Town Hall and the cabins, and the sports court in Mahogany Park. With regard to trails, Director Giles stated that they had made a lot of progress on the trails plan. The Wade Spring Trailhead had seen almost 250,000 visitors, which made it the busiest trailhead in Utah County. There was discussion regarding the potential decline in Eagle Scout Projects with the separation of the Church of Jesus Christ of Latter-Day Saints from Boy Scouts of America.

Staff anticipated receiving requests for youth service projects. The Council suggested putting out potential service projects on social media.

Public Works Director, Marty Beaumont reported on water and sewer projects from the past year. The water status at the beginning of 2019 was the lowest well water reading the City had seen. The water levels at the beginning of 2020 were back up to normal readings. A new well would need to be drilled out in their five-year plan to accommodate the growth they were seeing in The Grove area. One of their highest priorities was keeping water in the system and meeting future demands. Director Beaumont addressed storm drain projects from last year. Staff also did a new pavement condition inventory of all the streets in the City and used a company called Street Scan. Staff Engineer, Shaun Hilton would help keep the inventory up to date and do much of the in-house engineering.

9:45 A.M. BREAK

10:00 A.M. EMERGENCY MANAGEMENT MEDIA PROTOCOLS *Presenter: Susan Wood, ULCT.*

Susan Wood, Director of Communications at the Utah League of Cities and Towns (ULCT), came to speak to the Council and staff about emergency management media protocols, and the tactics the media would use against governmental bodies. First, she addressed the difference between private and public issues. Private issues included strategies for litigation, development of security systems, certain personnel matters, and purchasing of real property. Just about everything else was a public issue. Transparency was key when working with the public. One of the biggest challenges was that people see and interpret things differently. She shared a short video. Ms. Wood reported that when something newsworthy happens in the City, people approach a variety of City employees and elected officials seeking information. The City needs to speak with one voice. She recommended establishing a Public Information Officer (PIO) to speak on behalf of the City in these instances. If the general public knows there is one person who would be speaking for the City, they will wait for that authority to provide the information before taking action.

Chief Thomas reported that one of the most challenging things the City was facing was being able to gather accurate information in a timely manner and disseminate it to the public. Ms. Wood recommended putting out a message stating that they are gathering facts and information would be forthcoming. The public needs to know that the City is aware of a situation. If there is no new information, they should also make that known to the public. The public will be more comfortable knowing that the City is being proactive. The worst thing they can do is to say or do nothing.

Administrator Darrington reported that they set up a Group Me for the Council and Department Heads so that everyone would be up-to-day during an emergency. Ms. Wood encouraged them to create an organization throughout the City so that all employees are informed when they need to be. It would be best to have this organization in place before an emergency occurs.

There was discussion about the pool incident that occurred last year and how the media responded to the event. They also discussed the City's social media outlets, and areas where they could put

information out online. Ms. Wood stated that they need to be timely in getting information out to the public, especially when health and safety are at risk. The City should be the first to speak.

Ms. Wood then addressed the “do’s and don’ts” of interviewing and showed a short video regarding interview etiquette.

Council Member LeMone asked if there are situations where it is appropriate for the City to go silent. Ms. Wood saw no reason why they should. City Attorney, Tina Petersen liked the idea of putting out the message that they were gathering more information. She did not want to put information out that is not accurate because it is based on what they know at the time. The City does not have to be silent but they should be cautious about the information they give to the public until they have the facts. The Council agreed that they should establish a PIO.

YEAR IN REVIEW CONTINUED

Finance Director, Denise Roy reported that that CAFR was in the Dropbox folder and posted on the City’s website. They had a great audit this year. There were a few comments, but they involved things that staff already anticipated. They included the CARE Tax Fund balance and the General Fund Reserve. There would be some changes in how they report financials for the Metropolitan Water District. This change will not affect the day-to-day operations and it would simply show differently on the financial statements. The Metropolitan Water District Board would no longer have separate audited statements. The City purchased MyExcell to go with the Cassell financial software, which would give them the ability to run real-time reports. A few staff members would be going to a training for this software on Monday.

Attorney Petersen reported that the Legal Department was characterized by change this year and have a new Judge, court staff, and a new Prosecutor. The major accomplishment last year was switching everything to electronic. They were looking forward to getting E-Prosecutor going. They received the IDC grant again this year but they may not be applying for it again next year.

City Administrator, Scott Darrington reported that 2019 was a banner year in terms of the major projects that were completed. The projects were very visible and community-oriented. He gave credit to the department heads and employees for completing the projects. The City received a \$200,000 grant from the County for Discovery Park. They implemented the Focus and Execute software, which will help the Council and staff keep track of the items discussed and follow up on their progress. The Council also authorized the implementation of Communities that Care and hope to hire someone soon. The Moderate-Income Housing component of the General Plan was updated, they created a CARE Tax logo, amended the Recycling Agreement, appointed Tyler Wilkins as the Recreation Director, dedicated the Police and Courts Building, and completed Discovery Park and Downtown Park. Administrator Darrington addressed the security breach due to poor quality routers they had purchased for the new building. The situation was being resolved and they will focus on increasing cybersecurity.

Administrator Darrington stated that there had been concerns about Code Enforcement. Currently, they have an uniformed officer handling Code Enforcement; however, he still needs to respond to other calls. The Council and staff discussed the benefits of having uniformed officers or a

dedicated employee from the Planning Department handle Code Enforcement issues. Other cities handle Code Enforcement administratively rather than criminally. They discussed the potential of moving funding to another department to collect the administrative fees. Staff agreed to create a few options and bring them back to the City Council for review and discussion.

Administrator Darrington reported that the City needs to contract with a professional company to run citizen surveys from now on. They discovered that one resident took the City survey 100 times and that cannot happen again. The Parks Department was working on making improvements to the “G”, and there was a discussion regarding permits to light it. With respect to deer mitigation, Administrator Darrington stated that they need to have everything resolved by August 1 of this year. The issue had been put on the back burner, but now it is time to create and adopt a control plan.

The group took a short break.

10:30 A.M. BUDGET PRESENTATION *Presenters: Administrator Darrington and Director Roy.*

- **Review FY 2019 Budget Outcomes**

Director Roy presented the budget outcomes from the 2019 fiscal year. Sales Taxes came in better than projected and there was a significant amount of revenue from building fees. Expenses also came in less than anticipated. The General Fund Reserve has \$900,000 in one-time money to be used next year. Budget requests for the 2020 fiscal year needed to be in by the following Friday.

- **Review FY 2020 Budget Projections**

Director Roy reported that they were beginning to see things flatten out a bit. They only have four or five months of sales taxes for the year, but it is not as high as last year. She will not receive property taxes until March, so she was unable to report on that at this time. Their budget would be conservative, but she hoped to end up with more revenue than anticipated.

- **FY 2021 Kickoff**

- **Budget Timeline**

Director Roy presented a timeline for the 2020 fiscal year budget. There would be no City Council Meeting on March 3 because of Super Tuesday, but they would need to have a budget discussion sometime in March. Staff suggested a Work Session be held on March 17 or 31. They would need to adopt the Tentative Budget the first Tuesday in May, per State Code. The final budget must be adopted by June 30, unless the City goes through the Truth in Taxation process.

- **One Pager**

Administrator Darrington presented the one pager and noted that any spare funds will be applied toward the Employee Compensation Study.

Director Roy described the items on the one pager. The left side of the page was new money, with most of the revenue coming from Sales Taxes. The left side of the page was expenses. She referenced medical and stated that they were hoping for an increase of less than 10%. They had a couple of large cases last year that drove up medical premiums. They would also need to budget for the new employee recognition program.

- **Impacts of Compensation Study**

Administrator Darrington reported that they contracted with a consultant who specializes in compensation studies. The consultant performed an internal employee survey to determine what employees value. He compared the wages of Pleasant Grove employees to what other cities are paying and created ranges for each position. The next step would be to determine how Pleasant Grove employees fit within the range. Their primary goal was to enhance non-management positions. Staff would work this into a funding plan and present it to the Council for discussion and a decision. For some individuals, it might be a two-year phasing plan to get them caught up to where they need to be. Public Safety employees will be handled differently because the City is trying to retain those employees. Administrator Darrington and Director Roy will meet with each department head and discuss the salaries within their departments and see how the department heads feel about staff's proposed funding plan. They would present the funding plan to the City Council in March. The funding plan would include ideas on how to fund the pay adjustments.

The Council determined that they need to be cautious in how this information is communicated to employees because it is a sensitive issue.

11:00 A.M. ITEMS TO DISCUSS – FUNDING

- **Funding for FY21**

- **CARE Tax/Park Impact Fee**

Administrator Darrington stated that they were grateful to have this funding because they would not have been able to finish Downtown Park without it. They were able to address critical infrastructure needs with regard to parks and recreation in the community with the funds. For Downtown Park and Discovery Park, the City borrowed against itself for future CARE Tax funds. Once the funds come in, the City will pay itself back. Because of this decision, they had spent a couple years' worth of CARE Tax money upfront. Administrator Darrington presented the actual numbers for CARE Tax funds received in 2019. Some anticipated expenses would roll over into the 2020 fiscal year budget. When the CARE Tax Committee discussed how the funds would be used, they decided to give \$25,000 to the Arts Council with the understanding that they would come back to the City and tell them how that money would be spent. The Committee also identified other projects the money would go toward over the next five years. The next few discussion items addressed those projects.

- **Valley Vista Phase 3.0**

Administrator Darrington updated the Council on the progress of the Valley Vista Trail System. The City was able to obtain the property needed to complete Phase 3 of the project. It was estimated that they would need an additional \$72,000 to complete the project, although they had received anonymous donations for this purpose.

- **Pickleball Courts**

Administrator Darrington reported that this was referred to as the pickleball courts, but it was essentially the expansion of Veterans Memorial Park. Staff estimated the pickleball courts will cost just under \$2 million, which was substantially more than originally discussed. The cost was high because they would need to light eight courts and provide two pavilions and restrooms. The cost estimate also included the development of a Five-Acre Park, the parking lot, and new picnic tables. The major cost would be the parking lot and the restrooms. Now that they have a better estimate and concept plan, the Council should discuss if they still want to pursue the project.

Council Member Williams asked where they could reasonably make cuts within the project. Administrator Darrington stated that they could make a smaller parking lot, but part of the plan was to construct the parking lot to help with parking at the Recreation Center. They could also take out the pavilion at the pool or remove some or all of the pickleball courts. Staff estimated roughly \$1 million in impact fees would be coming in during the upcoming fiscal year, which would complete Phase 1 of the park. When the public voted on the CARE Tax, the pickleball courts were listed as a project that the City would complete after Discovery Park, Downtown Park, and improvements to the pool. The public was expecting this project to happen. He noted that the restrooms will be part of Phase 2. It was noted that there are currently no restrooms at Veterans Memorial Park.

There was discussion regarding the pavilion at the pool and the location of the restrooms.

- **Restroom at Battle Creek**

Administrator Darrington reported that putting in restrooms at Battle Creek had been an item of discussion for quite a while. The cost to get sewer to the trailhead and install the restroom was about \$450,000. This would be a huge expense for the City.

- **Waterslides**

Administrator Darrington explained that the water slides at the pool are old and in need of repair or replacement. The capital cost to replace the waterslides would be between \$400,000 and \$500,000. There was an option to resurface the two slides for about \$75,000, which would extend the life of the slides for another five years. At the end of the five years, they would have to decide whether to replace the slides or get rid of them completely. It was noted that there is enough money in fund balance to cover the cost of resurfacing the slides.

Council Member Andersen commented that they cannot bubble the pool because of the slides. If they remove the slides, they could consider investing in a bubble.

- **Viking Ship at Pool**

Administrator Darrington stated that the estimate for a Viking ship at the pool came back substantially higher than anticipated. Staff recommended sitting on this option for a few years and discussing it again in the future.

- **Soccer Fields at Pipe Plant**

Administrator Darrington explained that the development of soccer fields at the Pipe Plant would be eligible for Park Impact Fees. Staff's concern with Park Impact Fees was that this revenue will slow down as Pleasant Grove continues toward build-out. Once they reach that point, impact fee money would not be coming in.

Council Member Andersen expressed frustration that the soccer fields were not in the 10-year plan, even though they had been discussed repeatedly. They discussed putting soccer fields here when they were making plans for the Public Safety Building. Administrator Darrington explained that the CARE Tax Committee did not include soccer fields on the five-year plan for the CARE Tax funds. Council Member Andersen was not happy to see this item so far down on the list of projects to fund. Residents expressed a desire to have these soccer fields. Mayor Fugal argued that the residents also expressed a desire for pickleball courts. The City does not have enough money to fund everything, so they need to choose. Council Member LeMone commented that the CARE Tax Committee wants to use the funds for as many projects as possible in the first five years to show the citizens that there will be something for everyone coming out of the CARE Tax. Administrator Darrington stated that the City could fund the soccer fields with other revenue beyond the CARE Tax. The City could bond for this project. At this point, the only thing they could do this year was the first phase of Veterans Memorial Park. Everything else would have to be addressed next year.

Administrator Darrington reported that staff was proposing to move forward with Veterans Memorial Park. Council Member Williams thought the concept for the park looked good and he was in favor of moving forward. Council Member LeMone asked why they had to do such a large detention basin when there is already a large one across the street. Staff explained that the existing detention basin is inadequate but they cannot expand it. Administrator Darrington noted that this is a high-level concept. They would look more closely at the detention basins and determine exactly what is necessary. The Council asked that they consider the location and size of the restrooms.

12:00 P.M. BREAK FOR LUNCH

12:30 P.M. ITEMS OT DISCUSS – FUNDING (CONT.)

- **Pipe Plant**

- **Cemetery Expansion**

- **Architect Services**
- **Demolition**

Administrator Darrington reported that the development of the Pipe Plant was one of the largest items on staff's radar. Director Beaumont presented an aerial photograph of the property and identified the existing buildings. The buildings would be demolished; however, scrap metal isn't very lucrative currently, and they estimated the cost of demolition and cleanup of the site to be \$450,000. This estimate included the removal of trees. They briefly discussed security fencing.

Director Beaumont presented the proposed site plan for the Pipe Plant. With regard to the cemetery, staff estimated that they have two or three years of plots remaining. Phase 1 would involve moving the road over and developing the property as cemetery lots. The property could provide more than 600 plots. The Cemetery Fund currently has a fund balance of \$300,000, which could cover Phase 1.

Council Member Andersen commented that other cities are discussing whether it is the city's responsibility to secure land for cemeteries or if it should be left to the private sector. She asked if this was something Pleasant Grove should discuss. Council Member Williams was always in favor of allowing the private sector to handle things like this; however, the City has additional property that is accessible from the existing cemetery, and the cost to add it into the cemetery is not high. It made sense for the City to move this direction now.

Director Giles stated that if they do the entire cemetery expansion here, it will add 6,000 plots to the cemetery. Administrator Darrington spoke about the revenue that these plots will bring in. The site plan was divided into three phases, with a total cost of roughly \$3 million. The first phase would be about \$1.5 million to complete. If the City chose to bond for the entire \$3 million now, they could install the soccer fields and have them open for public use for the next 20 years or more. The City wouldn't need that property for the cemetery until then. Administrator Darrington stated that staff was currently doing a study of plot and burial costs in the surrounding cities. They wanted to ensure that the non-resident cost was not lower than the resident costs of surrounding cities. If they need to update their prices, staff will bring a proposal back to the City Council.

Council Member Williams stated that whatever they do, it should be a zero-cost proposal. Whatever they spend should be made up in lot fees eventually. Maintenance should be included in that. Council Member LeMone felt they should keep the soccer fields and let a future City Council discuss changing it if they need to.

The group took a short break.

Administrator Darrington reported that they seemed to agree about what to do with the property. It was now just a matter of determining funding and timing. They had a concept site plan, but that needs to be engineered. If they move forward with this, they could begin construction in 2022.

1:15 P.M. OTHER ITEMS

- **Road Projects.** *Presenter: Director Beaumont.*

Director Beaumont stated that the City would team up with upcoming development to get road projects completed this year. They would be working with the Larry Myler development, the McKay Christensen development, and ASEA. He addressed a few sewer and water projects they plan to do this year.

- **UTOPIA.** *Presenter: Administrator Darrington.*

Administrator Darrington reported that the Council should have received an email from Roger Timmerman from UTOPIA who expressed interest in making a presentation to the Council. Council Member LeMone was open to options and said he was welcome to speak with the Council. Administrator Darrington indicated that Mr. Timmerman approached the City three or four years ago, and their model had UTOPIA bonding for the expenses, however, the City would be obligated to pay it. Council Member Williams stated that it all came down the cost per citizen. There was some discussion about other municipalities that elected to go with UTOPIA. The Council was in favor of speaking with Mr. Timmerman.

- **Rebranding.** *Presenter: Administrator Darrington.*

The City Council agreed that they should stay with what they have for now.

- **PG City App.** *Presenter: Administrator Darrington.*

Administrator Darrington stated that there was an article in *The Daily Herald* regarding a new app being tested in Vineyard. The app would allow the City to put forth questions to residents, similar to a poll. This was not a City app where residents pay utility bills or contact the City offices.

The Council was in favor of an app that is similar to the City website, but more user-friendly. Council Member Andersen wanted to see an app where residents can choose what kind of notifications they want to receive from the City. Staff would look into this and bring options back to the Council.

- **Volunteer Recognition Luncheon.** *Presenter: Administrator Darrington.*

Administrator Darrington reported that Council Member LeMone suggested providing a luncheon to recognize volunteers who serve on the boards and commissions. Currently, the City offers family swim and recreation passes to those who serve on one of the boards and commissions. The cost of a luncheon was estimated at under \$1,000.

Director Cardenas stated that he used to provide a Christmas Dinner for members of the boards in his department and the turnout was small. There were always conflicts with the dates and times chosen for the dinner. Eventually, he decided to give gift cards to the board members instead, and that was well received. Last year, he gave the Planning Commission Members a nice thermos

filled with candy. Council Member LeMone liked this idea. She just wanted to be sure that volunteers are recognized outside of their group.

- **Other Project the City Council Would like Staff to Consider.**

Council Member Andersen suggested that they address the rodeo bleachers. Administrator Darrington stated that this would be a great project for the County TRT Grant money. This was the same grant they received for Discovery Park.

Council Member Andersen expressed support for having a Code Enforcer look at the trailer park areas to ensure that they are safe. She would also like to have the businesses on 200 South, west of the railroad tracks, cleaned up. The City should look at extending the commercial zoning down Main Street and Geneva Road as well. Last, she would like to have CERT functioning in all neighborhoods so that they are prepared to get the word out during an emergency.

Council Member Williams was primarily concerned about the CARE Tax, Code Enforcement, and roads.

Council Member LeMone mentioned the Neighborhood Watch Program. She stated that it is a good plan, but they need to have it in place. She suggested bringing back Community Nights and educating the neighbors. Every department should be up to date on their social media outlets as well.

Mayor Fugal agreed that they should resolve the Code Enforcement issue. He had seen a lot of improvement in the past few months, but they could do more.

Director Cardenas was working on updating the General Plan and making sure it reflects the vision of the City in terms of future land uses. Updating the entire General Plan by himself would be a huge task, so he had prepared an RFP for a consultant. They already have money set aside for this purpose.

Chief Thomas stated that there are substantial budgetary needs that will be forthcoming for the Fire Department, and it was getting to a point where it is critical to replace equipment. The fire engine that they had rebuilt in 2001 cost over \$22,000 this year in maintenance and repair costs. It was time to look at new fire apparatus. He had been working with Administrator Darrington and Director Roy to address the debt service, which was getting close to maturing. If they were to order a new fire engine, it would involve a 400-day building time. It was time to move toward a new purchase, and he hoped for the Council's support. The department currently has two ambulance vehicles that were rebuilt. The chassis are new but the boxes were from the 1990s and are falling apart. He also had personnel needs. Currently, he has only six firefighters on duty at all times. It was very common for the department to receive stacked calls, which they do not have the manpower to handle. When that happens, they have to bring in another city to handle the emergency, which results in a loss of revenue to Pleasant Grove.

Chief Thomas was currently tracking those losses so that the Council could see what it was costing them. He had a responsibility to provide the service but it was getting more and more difficult to

do that with some of his part-time employees. Grants were available that would help them fund new personnel for a few years. The last thing on his list was a new ladder truck, which would be a very significant expense.

Council Member Andersen commented that the daytime population in The Grove area will increase significantly in the next year or two. She suggested they consider providing an incentive to developers if they include a garage or bay to their building that could house emergency vehicles and personnel during the day. This could help with response times.

Chief Thomas was concerned about their relationship with other cities. If they keep asking the other departments to come and help, but they never return the service, eventually they will stop responding. Presently, the Pleasant Grove Fire Department is helping other cities once for every five times they receive help.

Administrator Darrington confirmed that staff was working on a funding plan for the emergency vehicles and personnel needs expressed.

2:00 P.M. ECONOMIC DEVELOPMENT UPDATE *Presenters: Administrator Darrington and Director Cardenas*

- **Valley Grove**

Administrator Darrington provided an update and stated that a Mountain America Credit Union will be coming in between the R&R BBQ and Village Baker. The status of the hotel was still up undetermined.

- **Evermore/The Grid**

Administrator Darrington stated that there were plans to put in a restaurant in this development.

- **Larry Myler Project**

Director Cardenas updated the Council on the commercial entities that would be coming into the Larry Mylar project.

- **McKay Christensen Project**

Director Cardenas reported that McKay Christensen was getting construction bids and will be completing the commercial pads first. They would begin reviewing plans for the residential portion in the summer.

- **Atrium Property**

Administrator Darrington reported that the potential sale of the Atrium property had fallen through, and the property owner was looking for new offers. It may be some time before the property is sold.

3:00 P.M. ADJOURNMENT

The meeting was adjourned at 3:51 p.m.

The City Council Planning and Budget Retreat minutes of February 7, 2020, were approved by the City Council on March 31, 2020.

Kathy T. Kresser, MMC
City Recorder

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