

**Pleasant Grove City
City Council Meeting Minutes
Regular Sessions
March 17, 2020
6:00 p.m.**

Mayor: Guy L. Fugal

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

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

NOTE: Staff member(s) will participate electronically.

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

4:30 P.M. WORK SESSION

THE WORK SESSION WAS CANCELLED.

6:00 P.M. REGULAR CITY COUNCIL MEETING

1) **CALL TO ORDER**

Mayor Fugal called the meeting to order and noted that all of the Council Members were present.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Andersen.

3) **OPENING REMARKS**

The opening remarks were given by Council Member Jensen.

4) **APPROVAL OF MEETING AGENDA**

ACTION: Council Member Williams moved to approve the agenda, as written. Council Member Bullock seconded the motion. The motion carried with unanimous consent of the Council.

5) **OPEN SESSION**

There were no public comments. Mayor Fugal closed the open session.

6) **CONSENT ITEMS**

(Consent items are only those which have been discussed beforehand, are non-controversial and do not require further discussion.)

- a. **City Council Minutes:**
City Council Minutes for the February 4, 2020 Meeting.
City Council Minutes for the February 18, 2020 Meeting.
City Council Minutes for the March 2, 2020 Special Meeting.
- b. **To Consider for Approval Final Payment for ESP Excavation, Inc. for the Four-House Demolition Project.**
- c. **To Consider Approval of Payment Approval Reports for February 20, 27, March 5, and 12, 2020.**

ACTION: Council Member Jensen moved to APPROVE the Consent Items. Council Member Andersen seconded the motion. The motion carried with unanimous consent of the Council.

7) **BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

There were none.

8) **PRESENTATIONS**

There were none.

9) **PUBLIC HEARING ITEMS**

- A) **PUBLIC HEARING TO CONSIDER FOR ADOPTION A RESOLUTION (2020-014) ADJUSTING AND AMENDING THE REVENUES AND EXPENDITURES OF THE 2019/2020 FISCAL YEAR BUDGET. *Presenter: Director Roy.***

Finance Director, Denise Roy reported that the first adjustment was to appropriate \$75,000 from the Community Pool Fund Balance to refurbish the slides at the pool. The City was in the process of

finishing the Valley Vista Trail Phase 3 project, so they needed to appropriate \$17,000 from Park Impact Fees. She noted that this money was already budgeted for the project, they just needed to move the funds. As part of this year's budget, they set aside \$31,200 for Community Development to contract some work out for the General Plan update. After some discussion, staff determined that the best use of these funds would be to hire a contractor to update the General Plan, so those funds needed to be moved to the Capital Projects fund. Community Development Director Daniel Cardenas was currently putting together an RFP for this work. Director Roy noted a few smaller adjustment items.

Mayor Fugal opened the public hearing. There were no public comments. Mayor Fugal closed the public hearing.

Council Member Jensen asked if the funds for Community Development were set aside for potential staffing help, which could be moved over to help with the wage study. Director Roy reported that they had adequate funds set aside for the wage study. The \$31,200 was one-time money, so it cannot be used for ongoing expenses. Their original plan was to have Community Development hire outside help for some items in the General Plan update when their own staff was busy with building items. Once development slowed down and staff was able to help with the General Plan update, those funds would be put back into the Capital Projects fund. Staff would like to use a consultant for the update rather than using staff time. By combining this year's dollars and next year's dollars, they should have enough money to contract out the entire project.

ACTION: Council Member Jensen moved that the City Council ADOPT Resolution 2020-014 adjusting and amending the revenues and expenditures of the 2019/2020 Fiscal Year Budget. Council Member Andersen seconded the motion. A roll call vote was taken with Council Members Andersen, Bullock, Jensen, LeMone and Williams voting "Aye". The motion carried unanimously.

10) **ACTION ITEMS READY FOR VOTE**

- A) **TO CONSIDER FOR APPROVAL A RESOLUTION (2020-015) AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH THE UTAH RETIREMENT SYSTEMS REGARDING THE PUBLIC EMPLOYEES LONG-TERM DISABILITY PROGRAM FOR TIER II FOR SERVICE EMPLOYEES; AND PROVIDING FOR AN EFFECTIVE DATE.** *Presenter: Chief Thomas.*

Chief Thomas explained that the Utah Retirement System ("URS") provides long-term disability for Tier I firefighters. In 2011, the legislature passed a law requiring that Tier II employees also have long-term disability. The resolution before the Council was an agreement between the City and the URS to provide long-term disability to Tier II employees. He noted that this would be funded through another entity at no cost to the City.

ACTION: Council Member Williams moved that the City Council ADOPT Resolution 2020-015 authorizing the Mayor to sign an agreement with the Utah Retirement Systems regarding the Public Employees Long-Term Disability Program for Tier II for Service Employees; and providing for an effective date. Council Member Bullock seconded the motion. A roll call vote was taken with

Council Members Andersen, Bullock, Jensen, LeMone and Williams voting “Aye”. The motion carried unanimously.

11) ITEMS FOR DISCUSSION

A) DISCUSSION ON MONUMENT SIGNS

Administrator Darrington reported that he sent an email to the Council the previous week inquiring about their thoughts and opinions on a City monument sign on the corner of 100 East and Center Street. The Parks Department created a mock sign at that location in order to visualize the size and style they wanted. The feedback he received was that the sign needed to be higher and larger. There seemed to be no complaint about the location. He noted that the remainder of the property would be landscaped.

Director Cardenas reviewed the Code requirements for signage. There needed to be a triangle of 25 feet for visibility, so the sign would have to be moved back just a little farther than what was shown in the mockup. Free standing signs could be up to 35 feet in height, and the actual sign could be up to 200 square feet in size. Monument signs were limited to six feet in height, with a sign face up to 32 square feet in size. He noted that only half of the sign face would be electronic.

Council Member LeMone asked about the high school sign. Attorney Petersen responded that the school was not required to get a sign permit from the City.

Director Cardenas added that a free-standing sign must be at least 10 feet off the ground. The Council felt that 10 feet was higher than they wanted. Council Member Williams opined that a monument sign would look more attractive.

Library Director, Sheri Britsch reported that she got an estimate for a pole sign for about \$40,000. This estimate included the upgrades the Council discussed, which were stone, brick, and an electronic base.

The Council gave examples of other signs in the area that they liked. Staff agreed to get together and look at some estimates. They would bring back a few options for the Council to review.

B) DISCUSSION ON PARKING AT THE PICKLEBALL COURT

Administrator Darrington introduced the discussion item regarding the parking issues at the High School and the Recreation Center. Staff was currently planning the expansion of Veterans Memorial Park, including pickleball courts. The parking area was planned to have 120 stalls. Staff was concerned that this would be too much parking unless they open it up to the high school and have them pay part of the cost of installation. If they reduced the number of stalls, the parking area would have to be monitored to ensure that students were not parking there.

Council Member Jensen reported that they also entertained the idea of providing more parking at the Armory. Council Member Williams preferred to have a conversation with the school about using the

Armory rather than open this area up for school parking. Council Member LeMone stated that they would need the parking stalls for the Recreation Center.

Administrator Darrington explained that the cost of the parking lot would be roughly \$3,000 per stall. If they proceeded with 120 stalls, that would be a huge expense for a parking lot that would be empty for the majority of the year. He noted that the 120 stalls included a few parking along the access road.

There was a discussion regarding the parking along Locust Avenue, and the safety concerns of the residents. Administrator Darrington stated that they could speak with the school about partnering on the project. The school would share the cost of installing the parking lot, and students could utilize the parking stalls during the school year. Based on what they've seen in the past, the school wouldn't need the stalls until the second half of the school year, when their sophomore turned 16 and were starting to drive themselves school. From the end of the school year to about January, the parking lot would essentially be unused.

Council Member Bullock stated that there had been discussions about expanding the Recreation Center. When that happens, the City will need the parking stalls to accommodate growth. With that in mind, the City should perhaps keep this parking area to meet those future needs. They discussed designating a certain number of stalls for students and the rest for citizens; however, there were concerns about enforcement.

There was a discussion regarding the existing agreement between the City and the school regarding parking. The Recreation Center parking area is owned by the school district. The agreement was that the school would provide parking and in return the City did some trade deeds. Currently, the City was not getting the benefit of that bargain because the students were still using the Recreation Center parking lot for school parking. The Council suggested a meeting with the school district so that they could discuss the issues they were currently facing with parking. Public Works Director, Marty Beaumont noted that Horrocks Engineering was well under way with the design of the park expansion. They needed information on how many parking stalls the City needs as soon as possible.

C) STAFF BUSINESS

Administrator Darrington reported that they had a 90-minute meeting with staff regarding COVID-19 and how each department would handle its impact. Staff would have a finalized plan 90 day plan ready by Friday. The plan would cover how to handle employees, public access to City facilities, and how meetings would be conducted. They intended to meet electronically as much as possible and limit face-to-face interaction. Staff would have a conference call every day for updates and Administrator Darrington would send an email to the Council after those meetings summing up what was reported and discussed.

Police Chief, Mike Roberts stated that they had taken steps to ensure the safety of the officers. They have lock down procedures in place, and teams would be coming in a different times so that they would not have to cross paths. They were limiting non-essential activities such as fingerprinting and station tours. They were also working closely with other departments to keep safety as the top priority.

Fire Chief, Dave Thomas reported that they developed an extensive plan on how to handle the effects of COVID-19 on every level in the department. One of the primary concerns was that they would have to rely on other cities if the crews were exposed because they only have one station in Pleasant Grove. They were working on getting adequate supplies and protective clothing and gear. One challenge they were already facing was finding food for the crew. He described proper decontamination processes for vehicles.

Parks Director, Deon Giles reported that the trails and parks were incredibly busy this week. He was interested in seeing how COVID-19 affects funeral services at the cemetery. He was working closely with the mortuary on burials.

Director Britsch stated that people are still turning in items to the Library. They are wiping everything down as it comes in. Employees are also disinfecting everything inside the Library. They were working on future programs that would allow people to stay home as much as possible. There was the possibility of curbside pick-up, but there was still the potential to spread the virus that way. They intended to do more things online.

Recreation Director, Tyler Wilkins reported that they are moving forward with the refurbishment of the slides at the pool. Sixteen programs at the Recreation Center were affected by the closures. The individuals running the programs were to contact their participants and let them know about the closures. The website would also include FAQ about how this impacts memberships. They were offering free online workouts and activities to keep people active. In the meantime, employees were doing a deep clean of the facility and equipment.

Director Beaumont stated that they were at the beginning of the construction process and they had to rebid for the 1300 West project this week. They changed their mandatory pre-bid meeting to non-mandatory and moved the meeting to the Community Room for a bigger space. Staff would prepare the minutes of that meeting and send them to the other contractors. The Public Works Department had a good discussion about how to keep essential utility services active. He updated the Council on what he knew of the 100 East project, which is a County project.

Director Roy reported that there would be an Administrative Meeting the following day to discuss how to continue payroll, pay vendors, and receive funds.

City Attorney, Tina Petersen stated that the court was reducing in-person hearings to the extent possible. She was reaching out to other state attorneys to see what they were doing to protect constitutional rights while staying in compliance with the court's order regarding operations during the COVID-19 pandemic.

Assistant City Administrator, Kyler Ludwig reported that the Communities that Care position had been filled by Tamara Oborn, and she was already beginning to work from home.

Administrator Darrington thanked the department heads for working to keep things moving. He encouraged the Council to email or call with any questions.

Council Member Williams reported that the Utah Department of Health suspended all dine-in services. He had spoken to the Director of Fox Hollow who indicated that they are extremely busy.

Their challenge was to keep staff away from the public and make sure that carts and equipment are wiped down.

Council Member Jensen stated that restaurants are being proactive about pushing take-out and delivery even before the suspension of dine-in services.

Council Member Andersen was worried about the new businesses in town and how closures will impact them. The Council should discuss how to support these businesses once the quarantine is lifted.

Council Member LeMone reported that Strawberry Days is still on, for now, but the pageant was postponed.

Mayor Fugal expressed gratitude for staff and City employees for keeping things running.

12) **REVIEW AND DISCUSSION ON THE MARCH 31, 2020 CITY COUNCIL MEETING AGENDA**

The aforementioned meeting was briefly discussed.

13) **MAYOR AND COUNCIL BUSINESS**

14) **SIGNING OF PLATS**

15) **REVIEW CALENDAR**

16) **ADJOURN**

Council Member Williams moved to adjourn the meeting at 7:25 p.m. Council Member LeMone seconded the motion. The motion carried with unanimous consent of the Council.

The City Council minutes of March 17, 2020 were approved by the City Council on April 14, 2020.

Kathy T. Kresser, MMC
City Recorder

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