

**Please note that these are draft minutes and subject to change depending on final approval of the City Council**

**Pleasant Grove City  
City Council Meeting Minutes  
Work Session  
June 5, 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  
Marty Beaumont, Public Works Director  
Deon Giles, Parks and Recreation Director  
Mike Smith, Police Chief  
Kathy Kresser, City Recorder  
Daniel Cardenas, Community Development Director  
Dave Thomas, Fire Chief  
Tina Petersen, City Attorney  
Sheri Britsch, Library Director

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

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**5:00 P.M. WORK SESSION**

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

City Administrator, Scott Darrington, presented the first item on the agenda, which was a public hearing for the tentative budget for fiscal year 2018/2019. There had been only a few changes since the last time the budget was presented. The most significant change was the request for an Assistant City Engineer position. The City lost an engineer a few months ago, and the position was filled. Just last week, another engineer left for another job, and staff was recruiting for that position now. The Assistant City Engineer will help take on more of the engineering responsibilities to help free up time for Public Works Director, Marty Beaumont, to focus on the Public Works Department. Administrator Darrington reviewed the breakdown of costs for the position and explained that the funding will come out of the General Fund. Currently, engineering projects are being outsourced but they will be saving money by having the City Engineer do those projects in house. They also could use the funds from the Road Fund to pay the City Engineer.

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1 There was also money available from the Indigent Grant that the City received this year to pay for  
2 the position. Council Member Williams commented that they may not be receiving that grant  
3 every year. This was confirmed by Administrator Darrington. City Attorney, Tina Petersen,  
4 explained that the City will apply for the grant annually, and acceptance will be based on the City's  
5 ability to conform to the requirements.  
6

7 Administrator Darrington believed they could meet the requirements every year. The majority of  
8 the money will fund the City Engineer position. They hired the current City Engineer in part  
9 because of his expertise in road engineering. He explained again that they will use money from  
10 the Road Fund to pay for the City Engineer and use the money from his salary to pay for the  
11 Assistant City Engineer. They estimated the cost to be \$129,000 in salary and benefits for this  
12 position. They hoped to fill the position quickly and with a start date of July 1.  
13

14 Council Member Andersen asked if the estimated cost was based on the market value.  
15 Administrator Darrington stated that they want someone with at least four years of experience.  
16 The cost would be less if they hire someone just out of school or with less than two years of  
17 experience but that was not the desire. The Assistant City Engineer will manage the other two  
18 engineers, so they should have more experience. Director Beaumont stated that they want a  
19 professional engineer with four or more years of experience.  
20

21 Council Member Andersen asked if they have enough office space for the engineers. Director  
22 Beaumont stated that they have plenty of space in the Public Works Building.  
23

24 Administrator Darrington indicated that he would describe the request again during the regular  
25 session for the public. If the City Council authorizes the position, he would have the Finance  
26 Director include it in the budget for adoption.  
27

28 Administrator Darrington addressed other changes to the budget. Previously, the City Council  
29 proposed to lower the recycling rate from \$5.90 to \$5.80, but due to recent events, staff suggested  
30 that they maintain the previous rate. It had come to their attention that the second market had  
31 fallen off and the recycling center had been unable to sell the plastic to China. The centers are still  
32 cleaning and bundle the recycling but it was not being purchased. Once staff receives more  
33 information, the City Council could discuss further action.  
34

35 In response to a question from Council Member Andersen, Director Darrington stated that some  
36 cities are considering walking away from recycling entirely, since the rates are very likely to  
37 increase significantly. It was noted that the revenue stream from the secondary market is gone.  
38 Council Member LeMone asked when the contract with the recycling service will expire.  
39 Administrator Darrington stated that they have two more years.  
40

41 Finance Director, Denise Roy, presented the remainder of the budget and reported that Director  
42 Beaumont found additional funds in the current fiscal year to replace the water heater for the  
43 women's bathroom at the swimming pool. As a result, they removed the project from the next  
44 fiscal year budget and added the reroofing and painting of the Manila Park Score Tower.  
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1 Council Member LeMone was still concerned about budgeting \$4,000 for chairs at the rec center.  
2 Administrator Darrington explained that this was simply a budget number and they would most  
3 likely spend less than that. If the City Council wanted to set this number reduced, staff would  
4 work within that. He committed to the Council that they would do what is appropriate. Council  
5 Member LeMone felt that the money could be allocated to other projects with greater need.  
6

7 There was discussion regarding the type of furniture they intend to purchase. Administrator  
8 Darrington confirmed that they had already decided against couches. The suggestion was made to  
9 do tables and chairs that can be cleaned easily, and possibly a foosball or ping pong table. Council  
10 Member Jensen was not concerned with the \$4,000 amount.  
11

12 Director Roy briefly addressed the budget amendments for the 2017/2018 fiscal year. She  
13 explained that they have three part-time staff at the Justice Court who will be transitioning when  
14 the summer ends. They may not use all of the funds. The next amendment was for miscellaneous  
15 revenue to cover employee expenses. The next involved the Fire Department, which recently  
16 received reimbursements from the State of Utah. Chief Thomas requested that they use \$40,000  
17 of that money toward the security system at the New Public Safety Building. Regarding Class C  
18 Road money, Director Roy explained that they were asking for money for road projects. She also  
19 addressed the amendments for the Water Fund, sewer, cultural arts, and the Library.  
20

21 **b) Discussion and Direction on Parks and Recreation Funding.**  
22

23 Administrator Darrington reported that staff sent notice to the County informing them of their  
24 intent to put the potential Parks and Recreation Sales Tax on the ballot, and now the City Council  
25 needs to adopt a resolution stating that it was their intent to include the tax on the ballot. That  
26 resolution would come before the City Council next week. Administrator Darrington said that he  
27 had contracted other City Managers in Utah County and asked them about their PARC tax. Cedar  
28 Hills, Orem, Provo, Lindon, and American Fork all had the tax and they allocated the funds in  
29 different ways. Some cities used the funds to do capital projects, while others used the funds to  
30 upgrade and maintain existing facilities. Administrator Darrington and other department heads  
31 had created a list of projects that they would like to complete. There were over 50 items on the  
32 list. He recommended creating a committee or focus group to choose which projects to continue  
33 with and how to allocate the funds between the different departments. The committee could consist  
34 of a couple of City Council Members, the Mayor, a few staff members, and about five residents.  
35 He also discussed using some of the funds to create an Arts Grant.  
36

37 Council Member Andersen suggested utilizing members from existing committees, such as the  
38 Beautification Committee, Historical Society, Library Board, and the Arts Council.  
39

40 **c) Staff Business.**

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1 **ACTION:** Council Member Andersen moved to adjourn the Work Session. Council Member  
2 Jensen seconded the motion. The motion carried with unanimous consent of the Council at  
3 5:51 p.m.

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5 The City Council Work Session Minutes of June 5, 2018 were approved by the City Council on  
6 August 7, 2018

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

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