

**Pleasant Grove City Council Meeting Minutes
City Budget and Planning Retreat
Saturday, February 06, 2016
9:00 a.m.**

PRESENT:

Mayor: Michael W. Daniels

Council Members: Dianna Andersen
Eric Jensen
Cyd LeMone
Ben Stanley
Lynn Walker

Staff Present: Scott Darrington, City Administrator
David Larson, Assistant to the City Administrator
Denise Roy, Finance Director
Deon Giles, Parks and Recreation Director
Dave Thomas, Fire Chief
Mike Smith, Police Chief
Kathy Kresser, City Recorder
Ken Young, Community Development Director
Marty Beaumont, Public Works Director
Sheri Britsch, Library and Arts Director
Degen Lewis, City Engineer
Tina Petersen, City Attorney

The City Council and staff met at the Fox Hollow Golf Course 1400 North 200 East, American Fork, Utah.

1) CALL TO ORDER

Mayor Michael Daniels called the meeting to order at 9:10 a.m. and noted that all Council Members were present.

1) Pipe Plant Discussion (Brought Forward from Prior Day's Discussion).

City Administrator, Scott Darrington, stated that potential uses for the Pipe Plant property been under review for quite a while. One potential use relates to the Fire Station if it is the best location from an operational standpoint.

Mayor Daniels asked Administrator Darrington to explain to the group the rationale behind what prompted acquisition of the entire Pipe Plant property, and why it was approached in this way. Administrator Darrington responded that the Pipe Plant was going out of business, and the fact that the City was looking for areas of storm drain detention was the primary driver. The Pipe Plant property was purchased for \$6 million, and of the 40 acres, the City needed 20 acres for the storm drain. The property owner was not interested in selling a portion of the property, so all 40 acres were marketed. Ten acres were set aside for the cemetery, and another 10 acres are not yet accounted for, of which six total options for the extra land use exist. Initial discussions involved possibly moving the Public Works and/or Fire Department to that location. Another of the six options involved the Public Safety Committee reviewing the possibility of moving Fire, Police and Courts to that location. The intent is not to force a decision for the use of the property, but rather to find the best location based on the City Council's determination. Further analysis regarding actual space is required for storm drainage.

Public Works Director, Marty Beaumont, noted that the 40 acre purchase at \$6.2 million, or \$155,000 per acre, was made in 2013. The bond interest rate is 3.25%, or \$200,000 per year on that property. He stated that it is now 2016, and this builds the case for the City to determine what they are doing and how much is needed. There are only a few locations where the storm drain detention is needed. Pipelines must be built to that location, and if large enough the City can benefit from having a single water collection point and then discharge at a lower rate. The original purchase price three years ago was an estimated \$355 per square foot, and it is now estimated at \$390 per square foot. With the Storm Drain Utility Fund, the City is still paying for the property with the original bond and the interest out of that fund. The question now is whether to divide up the property, and how it will be distributed back into the Utility Fund, which is an enterprise fund and needs to be reimbursed for property not used.

Director Beaumont continued that there were talks of sports fields potentially in conjunction with the detention basin. This concept poses issues regarding regional detention because the area necessary for the detention represents a significant portion of the East Bench. Director Beaumont explained that by having the storm drain in this location the water would discharge under Pleasant Grove Boulevard and then flow out the 900 West Channel and into Lindon City. This is a huge collection area, and if made regional, the amount of outflow being discharged to Lindon City could be reduced. The process involves a large water pipe coming in and a small pipe coming out of the facility.

Note: Retention vs. Detention: Retention involves a process that allows water to percolate into the ground and evaporate. Detention involves a process where water is released at a designated point at a certain rate.

Director Beaumont then provided additional information regarding water movement as it leaves the Pipe Plant property. He explained that the water flows down 600 West, up Garden Drive and then crosses at Macey's. There are 42-inch pipes that cross near the Suds in a Bucket Car Wash, and then enter an enclosed channel. Water is then discharged into the Smith Property, where there are also plans for a detention basin.

Mayor Daniels asked whether the process involving the detention and slower release of water allow for the City to avoid the cost of a larger capacity pipe under the freeway. Furthermore, he wondered if there are already pipes or canals in the area to get the water out to the lake. If water

is being retained and is releasing more slowly, Mayor Daniels asked whether the City will have to pay for a larger capacity pipe under the freeway and on the other side.

Director Beaumont responded that this relates to a different area of the City. The area to which Mayor Daniels was referring relates to the I-15 reconstruction area. This area has existing pipes that allow for a specified amount of water drainage to that area. The current discussion relates to a different area of the City where the discharge goes down 1200 West into Lindon and then continues across I-15 into the lake from a different direction. This is a different pipe than the 54-inch pipe that was previously placed under I-15 although both are needed. Administrator Darrington added that if water was not detained in these areas, the City would need channels that were much larger.

Director Beaumont reiterated that the site is absolutely needed and explained that the City would be better off bringing this process into a facility that is easier to manage and maintain. If this process is put into a park area, they run the risk of a portion of the park being affected by every storm. He argued that a better use of the property would be to utilize a smaller rather than larger footprint for the basin. He then made reference to Manila Creek Park. The size of the pond represents the amount of water needed to detain on this site. Manila Creek Park dimensions are 13 feet deep, 900 feet in length, and 300 feet in width. Pleasant Grove has local detention basins that are not as impacted by every storm, because they represent a very small drainage area.

Council Member Andersen asked if detaining at this location will alleviate any detention on the east side of town. Director Beaumont explained that they would be upsizing pipes, bringing a new pipe down 400 North, and would have to bring a pipe down from 1100 North. Pipes would also be located on 200 West and 600 West. They would be getting the water from the bench to this new location, in order to maintain it in one location rather than five different detentions on every existing pipe. Administrator Darrington added that every basin on the east side will still be used. Director Beaumont explained that it would be cost prohibitive to run a large enough pipe to every basin if they were not each detaining water, and discharging at a lower rate.

The other thought process that changed in the last Storm Drain Master Plan Update was the problem regarding the discharge point in Lindon. Staff identified the need for a detention basin to store water and release it at a slower rate. It was determined that the Grove, in particular, was the worst space to build a detention basin due to the high ground water level, thereby preventing digging to any depth. Furthermore, they prefer to use the Grove commercially. Staff then identified the availability of the Pipe Plant property as an alternative option.

Director Beaumont referred back to the original 20 acres needed and explained that if the detention facility alone needs to go on this site they will need 10 acres instead of 20. There are substantial cost savings for the construction of a reduced foot print. Director Beaumont noted that water depth in the basin is estimated to be 10 feet, and will have sloped sides to the bottom.

Council Member Andersen asked if the area will be fenced off for safety. Director Beaumont answered in the affirmative. The area would be fenced and lined for the ease of maintenance, such as cleaning and removing debris. The City maintains a maximum three-foot depth and 3-to-1 side slope, thus enabling people to walk out of the basin in any direction. Safety related to this process changes due to the projected depth and steeper side slope of the basin.

Director Beaumont stated that now the question is what to do with the additional 30 acres of property, since only 10 acres are needed. Some of the property would be needed for a pump station to pump into the secondary water system due to spring water near 600 West. This would be a joint facility that would allow additional spring water and runoff water to be pumped into the system. Approximately 10 acres would be needed for the facility.

Director Beaumont explained that right now staff is halfway done with the design layout. Certain location movements within the property will require the construction of a high berm in order to detain the water. This will also come into play with dam safety.

Council Member Andersen noted that the drop in elevation on the property is 30 feet even though it may appear different. Director Beaumont explained that the slope east to west is much greater; however, the slope north to south is a lesser slope.

2) Discussion Regarding Additional Property Needs and Opportunities.

Director Beaumont explained that the cemetery will need about 10 acres for an estimated 100-year build-out and suggested the old Rocky Mountain Substation as a possible location. The property in question is still in use; however, a new substation has been built that will free up space in the future. Rocky Mountain Power also owns 3.8 acres outside of the Fowles property. Parks and Recreation Director, Deon Giles, stated that in a few more years, the existing cemetery will be sold out. He noted that the Cemetery Fund has been paid back and they are planning to be using the aforementioned Rocky Mountain Power site.

There was continued discussion on property needs in the City. The Parks and Recreation Department estimated that they need approximately 15,000 square feet for a build out facility, and they currently have approximately 6,000 square feet in the Public Works Building. Director Beaumont identified another building that provides 20,000 square feet of covered storage, which is currently being used to store winter salt. Currently at Public Works, only 2,500 square feet of a joint salt and road base canopy is available and they feel they need additional covered storage to protect all of the salt spreader equipment.

Council Member Andersen asked if the additional covered storage space is necessary per EPA standards. Director Beaumont answered in the affirmative. He also explained that if Public Works were to move, there would be no need to demolish the building on site. Currently Public Works has three acres, or 18,000 square feet of space. Mayor Daniels asked if by relocating Public Works facilities, the City would be allowed to declare the current space as surplus and sell it to developers. Director Beaumont responded that there would be extra property that could be sold.

There was discussion relating to other sites where materials are currently being stored. The sites include the Senior Center, Monson State Park, Kiwanis Park, the Pipe Plant Property, the Smith Property, Willis Park, and the Parks shop, for a total of 14 acres. It was noted that if the Smith property develops into a detention basin, the City will lose the area that is currently being used to store and separate materials from the trench excavation. While there may be some property that could be sold, most locations in the City are planned for some other use.

Mayor Daniels stated that Public Works currently sits on three areas and that they are landlocked with the current physical location. The property to the east has been sold and while the City attempted to lease from the new buyer, an agreement was never made. Currently, they cannot identify 10 acres of affordable land for the Public Works Facility.

Director Beaumont suggested housing Parks and Recreation and Public Works in the same building. There would be a fence around the entire property, thereby allowing them to contain the detention basin in the yard. He explained that there would be many benefits to sharing the property and having open space would make sense. He presented a map of the future recommended site, which totals 35,000 square feet in size. The actual building has approximately 12,000 square feet of office space, and plenty of available area exists between the boundary and detention facility. This facility is used to dump cleanup from storm drain lines and field excavations. Director Beaumont explained that a decant facility is also greatly needed and will be placed next to the substation, adjacent to the proposed Public Works Facility. There was further deliberation on the matter.

Director Beaumont stated that there are 14 acres along 600 West, 400 North, and 800 North that could potentially be developed. There have been discussions with Fire Chief, Dave Thomas, to determine how much area would be needed. At this point, the location that has been identified as having the best potential is the corner of 400 North and 600 West. If the Fire Department does not go in that location there could potentially be enough space for two regulation size soccer fields and five smaller fields.

Administrator Darrington mentioned that originally the soccer fields were going to be on the footprint of the basins. Now that the basins are smaller and will not include soccer fields, the General Fund has to pay back the Storm Drain Fund for the land, estimated at \$1.5 million, which doesn't include the cost of developing the parks. The City does not have enough park impact fees for this expense.

Mayor Daniels provided an overview of the discussion that has taken place up to this point and stated that the City has other needs related to the Fire and Police Departments. He stated that until the architect and committee bring a recommendation to the Council to review, it might be premature to discuss disposal of the land for housing, soccer fields, or any other uses. Director Beaumont added that they need to also address a development that is underway in Lindon. Lindon City has approached Pleasant Grove City regarding increased storm water in the area due to needed infrastructure that has not yet been provided. Director Beaumont stated that it is important for the City to allocate funds to the Storm Drain Fund as soon as possible. Mayor Daniels asked how much money is related to the Lindon project. Director Beaumont did not know. Mayor Daniels suggested that the Engineering Department assist in putting together an estimated cost.

Council Member Andersen asked what is needed from the Council in order to begin on the decant facility. Administrator Darrington explained that the Public Works Department will require Council approval in order to move forward. Mayor Daniels did not remember the Council explicitly making a decision in either direction regarding Public Works relocating to a new facility. However, if they are requesting feedback from the Council, the Public Safety Committee could return in about one month with further recommendations on the Public Safety facilities.

Administrator Darrington stated that the location of the Public Works Department does not affect the needs of the Police and Fire Departments. Mayor Daniels asked for a rough estimate of the decant facility. Director Beaumont noted that \$300,000 has been budgeted. Council Member Andersen added that the expense has been in the budget for a few years and asked staff to further describe the nature of a decant.

Administrator Darrington suggested that while the Public Safety Committee continues with their process, staff can continue working on the concept of the Public Works and the Detention Center. Director Beaumont described the basic layout and function of a decant facility. This type of facility provides a washing station for the trucks, tanks, and equipment. Water flows down through a separation basin prior to entering the sewer system. Material that has been separated is then removed and disposed of.

Mayor Daniels requested that Administrator Darrington return on Wednesday evening to provide an abbreviated version of the Pipe Plant Property layout to the Public Safety Building Committee.

Director Beaumont remarked that there concerns with the Public Works Facility being located next to the cemetery or residential areas. Mayor Daniels responded by stating that he was driving through Cedar Hills the other day, where they are also constructing new public buildings. After observing their work sites, he suggested putting up a faux brick or rock wall surrounding the site to obscure the process. Signage indicating that they are City facilities could also be added. Director Beaumont added that they could also add trees and a concrete wall, which could also help maintain a more appealing site. There was continued discussion on the matter.

3) The Grove Vision: Design Districts and Guidelines.

Administrator Darrington gave an overview of the Grove area and stated that each district has specific design standards that promote a specific look. Aroma Tools evolved in the Garden District as well and proposed a concept that was not in conjunction with the Garden District look; therefore, they were granted a waiver. St. John Properties mostly meets the design criteria; however, there are differences of opinion as to whether certain elements meet the design criteria as outlined in City Code. St. John Properties has already presented to the Planning Commission and previously presented to the City Council in late October. At that time, the City Council found that their proposal did not meet the design standards. The developer has since modified the proposal and will be presenting again in a couple of weeks. Administrator Darrington stated that the Council needs to decide whether to continue enforcing guidelines as defined in City Code, or if waivers will continue to be granted.

Mayor Daniels spoke about setting a specific tone for an area, and commented that the purpose of setting up original guidelines has worked. At this point, the City is starting to indicate to developers that they need to develop a plan that matches what is going on in a specific area. The Council has run into issues during public meetings when they used overly broad statements in addressing project proposals. As a Council, they need to express themselves more coherently, so that a developer can assess specific guidelines and provide a clear answer on whether they will be able to comply with the requirements as they are presented.

Council Member LeMone remarked that design guidelines are necessary to set the bar for development in the City. Mayor Daniels agreed, but stated that the language in the City Code currently leaves too much room for interpretation, which is creating problems.

Community Development Director, Ken Young, explained that the City has three districts that were initially designed with specific architectural themes. The Interchange District is focused on contemporary or modern architecture. The Garden District was supposed to be brick oriented and focus on landscaping. The Mountain District focuses on timbers and woods to provide a mountain-like appeal. Director Young stated that they have not kept to these themes as they were originally

defined. He suggested that now may be the time to reassess and change course. Ultimately, the City is looking for quality construction and appearance. Mayor Daniels agreed that while the current developments still look appealing, they do not necessarily match what was envisioned. He was satisfied with modifying the vision of the Grove Zone in order to better match the direction that has already taken place.

Director Young stated that the City should eliminate the three separate and distinct districts and create design standards for the entire Grove area; otherwise, they will just continue granting waivers. Council Member LeMone added that a standard or a baseline is needed for buildings in an area to match the quality of other buildings in the area. Director Young explained that many design guidelines can be used, which are not necessarily focused on themes.

Engineer Lewis argued that as a City they should allow for as much flexibility as possible. He asked staff and the elected officials to consider iconic structures around the world that provide identification to specific communities. While some structures do not fit in with other surrounding buildings, but they are very unique, and in some cases controversial. Mayor Daniels stated that their overall focus should be on quality. Director Young commented that the idea of promoting specific themes was based on the concept of master planning, specifically with the hotel and convention center in mind. He stated that trying to occasionally apply an overall design theme to smaller projects has been unsuccessful. There was continued discussion on the matter, and Council Member Andersen asked who would be affected by changes to the Grove Zone. Mayor Daniels explained that the changes will affect applicants moving forward from now.

Director Young stated that with regard to St. John Properties, their proposal does not meet the design standards and they will not be asking for a waiver. However, in order for approval to be granted, they will need a waiver.

Council Member Stanley stated that he doesn't have issues with the design goals or ideas in the separate districts. He was of the opinion that some of the elements of design should deliberately and explicitly indicate that they are not enforceable; however, it staff should communicate to the developer that it is in their best interest to match the theme of the area. Mayor Daniels commented that when writing the Code, the City should be mindful of the overall purpose they are trying to achieve. He did not think it would be worthwhile to discuss whether businesses will be more or less successful with compliance. Rather, they should stick with clear guidelines that make it easy to determine whether a proposal meets the design standards. Director Young suggested that this discussion be continued in a work session.

4) Discussion on the Hammon Property.

Mayor Daniels commended everyone for the professional manner in which the discussion took place. Administrator Darrington commented that there aren't many updates on this topic. Attorney Petersen mentioned that she has been receiving emails from the Hammons Attorney and requested that the final approval for the extension be placed on an agenda within the next couple of weeks.

Attorney Petersen explained that the termination date of the extension will still be three years from now, which generated further discussion. Administrator Darrington stated that the benefit of keeping the 2018 deadline is that if the Hammons are not performing by that time, the value of the property will cover the cost of the bond. At that point, the property will revert back to the City,

giving them the option of paying off the bond and developing the property. If the City extends the termination date to 2019 or 2020, they will be allowing the Hammons to not perform. At some point, it may be in the City's best interest to reclaim the property. Council Member Andersen added that there is a waiting list of developers who are eager to be involved.

Administrator Darrington explained that they previously discussed pulling back from the Hammons in order to move forward with other options for the property. However, up to this point they have had to make bond payments, which was a deal killer for many of developers. Having the bond paid off will change the discussion with developers.

Engineer Lewis stated that at this point since the City has not seen a development application from the Hammons, it will be almost impossible for them to submit a project based on the timeline indicated in the agreement. He argued that it seems strange to have an agreement that indicates that performance is open when the City can guarantee that it is not possible. Administrator Darrington responded that if the Hammons have something in the ground next year, an extension can be granted. However, if they don't have anything in the ground next year, chances are nothing will be different by 2018. Attorney Petersen commented that keeping the deadline might apply some pressure, as opposed to continuing to extend, which creates no pressure for them to build.

Council Member Stanley asked if there have been any updates regarding their litigation and agreed with Administrator Darrington and Attorney Petersen that they need to maintain pressure. The City needs to develop alternatives, which is what the public also frequently indicates needs to happen. Administrator Darrington replied that in meeting with them this past summer, the Hammons stated that they hoped to have litigation resolved by the end of November. However, in responding to an email that Administrator Darrington had sent to them the second week of January of this year, the Hammons indicated that the litigation still had not been resolved. Administrator Darrington explained that if the City gets too aggressive on this issue, they run the risk of having the property turned back over to them, at which point they will be on the hook for \$1.5 million. If this were to occur, they would not be able to make a big enough sale on the property to pay off the bond. Council Member Stanley reiterated that if the City gets aggressive with the Hammons, they need to be actively pursuing alternative options.

Mayor Daniels explained that the financial obligation of the City is abated as long as someone is paying on the bond and the City has an individual who is willing to make those payments. He was primarily concerned with the citizens not getting hit with \$1.5 million of debt every year. Mayor Daniels did not see a pressing benefit for the City not to extend as the City should avoid having to make that financial payment for as long as possible.

Council Member Andersen stated that they can grant an extension if the Hammons request one; otherwise, they should wait. She asked if the Hammons have ever submitted a site plan, to which Mayor Daniels answered affirmatively. The Hammons put \$5 million into the ground, but now much of it will need to be redone due to the amount of time that has passed. It is possible that the Hammons will need to completely start over. The City needs to avoid financial harm by challenging something they do not have the resources to address themselves. Staff and the elected officials continued to further deliberate on the matter.

In response to Council Member Stanley's remarks, Mayor Daniels explained that they have been looking for other partners but the stumbling block has been the outstanding \$1.5 million in bond payments. Only the Hammons have stepped up and continued to make the payment. Mayor

Daniels did not know what the City would do from a financial standpoint if they were to get out of the agreement with the Hammons. Administrator Darrington noted that in order to pay off the bond, the City would have to sell the 35 acres at \$9.42 per square foot. Last year's appraisal came in at \$6.10 per square foot. Council Member Andersen suggested that they continue having conversations with the Hammons to show that they are willing partners. Council Member Jensen added they should calculate their breakeven point and agreed with Council Member Stanley that they should start talking with other potential partners.

5) EDCUtah.

Administrator Darrington stated that EDCUtah came and presented to the Council a few weeks ago. The cost of joining is estimated at \$8,900 per year, and one of the benefits is the opportunity to attend the ICSC (International Council of Shopping Centers) Conference that is held in Las Vegas the third week in May. EDCUtah always has a booth at the conference, and generally it is helpful to attend with a project to promote. EDCUtah also helps develop manufacturing. The City's economic development is generally retail because of the sales tax it generates. This means that the goals of EDCUtah and Pleasant Grove City do not always match.

Mayor Daniels asked what the tangible benefits of the City would be if they were to join EDCUtah. Council Member Andersen replied that they would be buying into a sales force that will go out and sell Pleasant Grove. The cost of joining the organization is less expensive than hiring someone full-time to do the same job. Council Member LeMone added that they would be represented on a much larger level than their current circumstances. She has received positive feedback shared from several cities that are part of EDCUtah. She believes it is worth a try and that the benefits could potentially far outweigh the cost of participation. Council Member Jensen stated that a large network exists within EDCUtah.

Council Member Stanley noted that these things usually take longer than one year. Additionally, there are tremendous residual benefits without a required financial contribution. The Governor's Office imposes obligations that EDCUtah serve all constituent members of the State, whether they are members or not. The City is currently discussing budget cuts and resources to better meet the priorities of the public. Although he was impressed with the organization and enjoys relationships with members of EDCUtah, he was of the opinion that they have an obligation to turn down this opportunity.

Council Member LeMone stated that one of their priorities is to bring revenue into the City. For some reason, Pleasant Grove has been on the losing end and they need to figure out why. She was surprised by how Council Member Stanley changed his tone because he seemed excited to participate during the last meeting when the matter was discussed.

Council Member Stanley was anxious to engage in further dialogue and reiterated that he does not think this expense is justified at this point. As far as the City's priorities are concerned, economic development is not a core function of the City. Rather, it is an important part of making a City effective and broadening revenue base. Pleasant Grove has a history of accomplishing this objective in better ways, such as the Ambassadors to Business Program, which cost almost nothing. He suggested that the City continue to develop relationships and be involved in the conversations on a variety of levels, but not to actively join the organization.

Council Member LeMone stated that what the City is doing now isn't working. She argued that Pleasant Grove's history has shown that they are behind the eight ball in the economic development game and they need to do something different if they want to experience economic gain. The citizens want to spend money in their own City and organizations such as EDCUtah can bring million dollar corporations into Pleasant Grove.

Administrator Darrington explained that there are several reasons why developers select sites within a community and EDCUtah could be very helpful in promoting Pleasant Grove's developable sites. If the \$8,900 fee brought in even a small business, the City would gain that money back in property tax. There was discussion as to what brought doTERRA, as well as St. John Properties, to Pleasant Grove.

Administrator Darrington explained that St. John Properties looked at a certain property and saw that it was a good deal and then contacted the City regarding development opportunities. Mayor Daniels asked what EDCUtah can do to fill in the City's remaining development gaps. Administrator Darrington replied that EDCUtah could be their partner moving forward. He recalled that the former Mayor of Farmington addressed the Council and spoke about how instrumental EDCUtah was in bringing Station Park to their City.

Mayor Daniels reported that he recently attended the Coldwell Banker commercial realtor event for office and retail. There were Attendees from all over the State as well as from other states. Many individuals commented that Pleasant Grove has the last remaining property available for retail development. The retail world is attuned to Pleasant Grove and they have associations with groups that attract businesses, which caused him to wonder whether EDCUtah would bring more of the retail or Kimberly Clark component. With regard to Cabela's, their process required a specific location with certain acreage requirements. From his vantage point, the City is one step removed from the individuals who actually sell a property for a City.

Council Member Andersen remarked that the process requires matchmaking. EDCUtah is involved in these networking conversations and up to this point; Pleasant Grove has not been at the forefront of conversation with developers. Mayor Daniels asked if joining EDCUtah would be as effective as having a City representative who networks in a similar fashion. Council Member Andersen explained that whatever they were paying the previous Economic Development Representative was much more than the \$8,900 fee for EDCUtah.

Mayor Daniels suggested postponing a decision and asked for the Council's feedback. Council Member Stanley stated that they need to put the item into perspective and make difficult budgetary decisions. Council Member Jensen commented that as a Council they are trying to respond to the citizens' needs. Council Member Walker agreed that this decision needs to be put into perspective, and they need to be sure they have the money before making a commitment. Council Member LeMone stressed that this is a very real need. Council Member Andersen did not object to discussing the matter in the future.

6) Matching Grants.

Director Young spoke about the Close To My Heart facility located in the Business Manufacturing Zone. He explained that other developers have looked at property existing near Close To My Heart, but when they review the Code they feel that the requirements are too restrictive for their proposals. He was of the opinion that Close To My Heart could easily be enveloped into the Grove

Commercial Sales District or the Grove Business Park Overlay, which was created for doTERRA. He recommended turning the property into the Grove Zone area and anything east of Close To My Heart could become part of the MD Zone.

Administrator Darrington addressed Marketing and Sponsorship Grants. He explained that Marketing Grants are used for cities to market themselves. The funds can be used to create a brochure that promotes Pleasant Grove. The brochure might include pages for business, demographics and information, quality of life, and any other relevant information. Sponsorship grants provide opportunities to host events with real estate, office, and retail brokers. The City could invite attendees to a four-hour networking event with City staff, property owners, and other developers. Staff has already done the leg work for the grants and they just need approval from the Council to move forward.

Council Member Andersen mentioned that the sponsorship grant application is due February 28. She stated that as part of the networking event, it would be nice to bring in a keynote speaker. Administrator Darrington mentioned that the City has existing funds in their Economic Development Budget to pay for the event, which they can discuss in a greater detail at another meeting.

Council Member Jensen discussed the City's website, and mentioned elements to city websites for Lehi, Provo and Orem that he feels Pleasant Grove should incorporate. He stated that the website should have clear communication, be smart, and organized for ease of navigation and information collection. Council Member Jensen was not impressed with the City's current website, noting that it lacks navigation and clarity. He recommended they explore communication resources, such as push notifications for calendar events. Council Member Andersen asked if all departments should have their own page, and stated that apps are more important.

7) Ambassadors to Business.

Council Member Stanley explained that the Ambassadors to Business have exceeded his expectations and he has been thrilled to see what they have accomplished. The success of the group is directly attributable to the tremendous support from the staff. A transition is currently underway to bring the Ambassadors into the Chamber of Commerce to fill necessary roles, which will bring long-term value. He explained that an Ambassador will serve as a Chamber Board Member and in a capacity based on a proposal integrating solutions that have worked well in other cities around the nation. A few ambassadors have not continued due to the voluntary nature of the group; however, the core will find value and be a tremendous asset to the Chamber. Council Member Stanley stated that the group has a Facebook page and he can relay more information to those who are interested.

8) Miscellaneous Items.

Mayor Daniels remarked that the Council has done an amazing job of focusing on the priorities during today's discussion. He commented that Director Roy has done great work so far and has been a great hire. She has a wealth of knowledge and experience and has brought new ideas to the table.

9) Pleasant Grove High School Situation.

Police Chief, Mike Smith, provided a debriefing of the events that took place on December 3, 2015. A couple of students at Pleasant Grove High School reported that they had seen a male with a gun enter the high school and school staff immediately brought the matter to the attention of the School Resource Officer. The School Resource Officer and School Administration made the decision to put the school on lockdown just before 2:00 p.m. The Resource Officer then contacted Dispatch and requested backup units respond. Officers were in the school within two minutes of the call. The police had a loose perimeter on the school within four minutes and a solid perimeter within 12 minutes. Once the office area was secured and they began moving into the rest of the school, a call was put out over dispatch asking any available officers to respond from other agencies. Another call went out asking SWAT teams to respond, at which point over 200 officers responded. A call was then put out to other surrounding agencies asking officers to respond with officers driving from as far away as Logan to assist. The police were able to effectively search the school much more quickly than would have been possible without the additional help. From his perspective, there was no overkill in terms of manpower; rather, it just made the search go more smoothly.

Council Member Andersen pointed out that the lockdown took place two days after the shooting in San Bernardino.

Chief Smith spoke about his experience upon entering the scene at the school and explained that the School Resource Officer spoke about the person of interest. The school used their Skyward System to put out a notification to parents that the school was on lockdown. As far as Pleasant Grove resources go, the police became involved in trying to coordinate over 200 officers, which was very overwhelming. The City's resources were stepped up tremendously and Chief Smith noted that the Parks and Recreation Department was very helpful.

The police retained the key witness by having an officer with him to find out as much as he could. Piece by piece, things came out that shot holes in the story. School employees reviewed all security tapes and eventually gained information that showed that things were not adding up. Toward the end, the police actually got a confession from the witness that he made up the entire story. This confession was made about four or five hours into the event. At that point, they had the entire high school secure and the police had done a thorough search. They decided to clear the new gymnasium, which they then used as a reunification point for the students. At one point, the district put out a Skyward alert that the lockdown had been lifted. Shortly thereafter there was a debriefing with the school district. Unfortunately, word that the young man had fabricated the story reached the district and they lifted the lockdown before speaking with the Police Department.

Chief Smith was not sure how or why this happened as it was decision made by someone at the school district. Once the alert that the lockdown had been lifted went out, there were parents trying to enter schools and students trying to come out of classrooms. All at once the lockdown was lifted. The police were able to verify that there was no threat. At the command post, they felt there was no reason to continue the process once no threat had been verified.

One of the greatest criticisms the police received through this experience was that of communication. Chief Smith stated that their priority was to keep everyone safe and several students and teachers specified in various emails that they felt safe inside the school. The people outside the school were the ones who were having the most difficult time. Chief Smith stated that they did their best to verify information as it came in and once the threat was lifted, so was the

lockdown. At Mayor Daniel's requested, Chief Smith described the communication protocols that were followed.

Chief Smith stated that the School Board wanted to put together Statewide Active Shooter Training, by working with another team leader from the Utah County SWAT team. The situation has served as a catalyst to point out problems and make sure they are getting ironed out prior to another situation occurring. Mayor Daniels commented that despite the fact that it was a fabricated story, from the Council's perspective the Police Department did an outstanding job of mitigating the situation.

Council Member Andersen suggested that they go through a mock scenario as further preparation. Mayor Daniels stated that he has thought about this situation many times and there are protocols in place for these types of emergency situations. He agreed that it is a good idea for the Council and all groups that hold public meetings on this issue to have a procedure in place to ensure minimal damage and/or loss of life.

Council Member Andersen commented that it would be problematic if a lockdown ever took place at the Recreation Center because it can't be locked from the inside. Chief Smith stated that they have looked at replacing locks to provide a safe area without putting people at risk. In review, the preschools, the daycare and the kitchen are the only areas that need to be locked down. The Police Department is estimating a total of \$2,000 to \$4,000 in changes to improve the safety and lockdown capabilities. They are also in the process of creating a policy for staff. The Utah County Recreation Association was to meet the following week to review and establish a county-wide policy. Mayor Daniels asked Chief Smith to conduct more research and report back to the Council on a budgetary commitment to provide the necessary resources.

Council Member Stanley asked about the disposition of the case against the suspect that fabricated the account. He mentioned that there were a number of parents who relayed to him that children got disparate treatment within the school. Some were escorted out of the school with their hands up while others were searched and left in rooms. Council Member Stanley asked what the basis was for such treatment and whether it is possible in these scenarios to have an agent in every room. Chief Smith explained that as they went through the school, there were different areas that were being searched simultaneously. It was not possible or necessary based on the size of the City's Police Department to have an officer assigned to every room in the building.

Council Member Andersen asked if Chief Smith was still in command once the other officers arrived. Chief Smith explained that Pleasant Grove is in control of what is occurring in the City. Federal teams do not have jurisdiction. Council Member Stanley rephrased his previous question and asked if the other agencies are always with one of Pleasant Grove's agents or work on their own. He wanted to know if there was an understanding of Pleasant Grove's protocol or if they were in fast moving fluid activities. Chief Smith gave an overview of how all of the SWAT teams and agencies are directed at his command.

10) Demolition of Buildings.

City Engineer, Degen Lewis, explained that some of the City-owned properties were purchased for the value of the land, rather than for the buildings that are on them. One such example was the Beck Home, which he believes should be torn down. He also noted that there is a purpose for the three homes on Locust Avenue, next to Veterans Park. He explained that it will cost \$15,000 to

\$20,000 to demolish, grade out, and install sprinklers in that area to create more park space. Mayor Daniels stated that any buildings that are hazardous are usually torn down. Otherwise, buildings that can still be used are rented out until the City is ready to make use of the land for a project.

Engineer Lewis asked if the Beck home should be torn down. Mayor Daniels questioned whether it is a health and safety hazard. The City is not currently renting it out because it is not inhabitable; however, if the building is in poor condition, they should discuss what action to take. Engineer Lewis suggested clearing the space for parking needs. Council Member LeMone expressed that they are not yet to the point of expending costs to tear down the building. Director Giles agreed with Engineer Lewis that this project is tied to parking opportunities.

Mayor Daniels asked if the parking project is one of this year's planned projects and was sensitive to the City's financial burdens. Council Member Jensen remarked that before moving forward, they should assess the financial implications. Director Roy questioned whether they should take care of the demolition in-house and mentioned that Provo began a similar process and had to pay a third party for asbestos removal. Director Beaumont replied that the proper equipment is not available for rent. Council Member Andersen saw the need for additional parking and explained that the Library has never had sufficient parking.

Council Member Andersen asked if there is a list of 5, 10, 15 and 20-year needs for each department. Director Roy responded that the only thing close is a five-year Capital Improvement Projects (CIP) List, which is just for the Public Works Department. Mayor Daniels stated that CIPs are limited to specific known and ongoing capital improvement projects. Council Member Andersen was certain that department heads have a general idea of their anticipated financial needs. Director Roy explained that there are various department needs, in addition to the CIPs, that are on the radar for future planning purposes. Mayor Daniels asked if staff has set goals in terms of putting together individual department budgets. Director Roy answered in the affirmative. She indicated that she would send out reminders to department heads this week.

Council Member Andersen noted that they are lacking machinery for road filling projects. Currently potholes are being filled with a cold mix. Director Beaumont agreed that the City might need additional equipment to work more effectively and do more projects in-house. There was continued discussion on the matter.

11) Waiver Protests.

Director Young explained that there are certain ways a property owner can receive exemptions if they do not want to install the required street improvements on their property. The City Code outlines seven ways to receive an exemption, three of which involve a waiver of protest. Director Young noted that building additions of 300 square feet or less and basement finishes do not require a Waiver of Protest. The City has the option of establishing a special improvement district that would assess each property owner a portion of the cost of the improvements to be installed.

Director Young explained that the next exemption pertains to historic sites upon which a written recommendation of the Historic Preservation Commission is received. The next exemption represents the most frequently dealt with exemption, which includes any residential property that obtains an exemption through the conditional use permit process from the Planning Commission. When applying for grants and exemptions, the property owner shall sign the Waiver of Protest for any future special improvement district, which includes all or a portion of the missing

improvements. Pleasant Grove City amended the Code in 2008 to expand the ability for this type of exemption from the A1 and the RR zones only, to all residential zones. The thought at that time was that there were older lots that had been used for agricultural purposes, or were undeveloped, that would qualify in the same scenario as property named in the RR districts. This means that they are rural in nature and there are no improvements in the area. There might also be situations such as slope or roadway concerns that could make it challenging to put in the street improvements. Since 2008, the City has received 14 requests for Waiver of Protest exemptions. Twelve have been approved, one was denied, and another was continued at the request of a resident.

Attorney Petersen clarified that the Code sets forth a list of exemptions where a resident can obtain an exemption from putting in required street improvements. The Waiver of Protest is a separate document that represents the City's backup for granting these exemptions. As a condition of granting requests for exemption, the City requires residents to sign a Waiver of Protest stating that in the event the City wishes to create a special improvement district, they will not protest the action. The Planning Commission was asking for a solid basis by which to approve or deny these types of requests that come forward. Mayor Daniels asked if this discussion is related to the budget process and requested that staff come back with recommendations to be discussed during a joint meeting with the Planning Commission.

12) Open Government Initiatives.

Council Member Stanley felt an obligation and moral responsibility to the community. He stated that many of the issues that have come up during today's discussion are not budgetary in nature and should be deferred to future conversations. Mayor Daniels agreed. Council Member Stanley concluded that transparency matters have been brought forward to him extensively by the public.

13) Town Hall Meeting.

Council Member Jensen suggested holding Town Hall Meetings in various neighborhoods on a regular basis with one or two Council Members in attendance. Mayor Daniels replied that he likes the idea and considered this to be an opportunity for the Neighborhood Advisory Board to help organize discussions that pertain specifically to each respective area. Council Member LeMone recommended that small postcards summarizing the Council's intentions be mailed to residents.

Council Member Stanley expressed support for the idea and stated that as a legal matter, the Council may be able to notice it in such a way that it would not be a problem if every member of the Council was in attendance and answers questions. It would create transparency in government and help bring balance to the force.

Council Member Jensen suggested printing a copy of the CAFR or PAFR, in the form of a tri-fold. The following information could be included: annual growth assessed property value, new construction indicators, ration of commercial vs. noncommercial, retail sales tax per capita, number of licensed businesses, housing units, percent of residents who believe the City is moving in the right direction (relates back to survey), number of citizen volunteers, tracked volunteer hours, documents always available on the website, etc. This information serves to show the citizens all of the good that is being done. Council Member Jensen had handouts showing how the calendar items can be centralized and pushed to public events for sharing. The cost of the centralized calendar is \$250 per year, which includes online maintenance. Mayor Daniels suggested the matter be discussed during a work session.

14) Boards and Commissions.

The Mayor and Council tabled the above discussion to another meeting.

15) Progress Indicators.

Council Member Dianna Andersen stated that progress indicators provide a Budget at a Glance, which is a similar feature to one Lindon City has on their website. Council Member Jensen added that a progress indicator could provide two to three administrators with the ability to push out what they deem appropriate for the community website. Council Member Andersen added that this would also be helpful for advertising scheduled events.

Mayor Daniels asked if there were any other items staff or the Council would like to discuss. Director Beaumont stated that at some point he would like to have a discussion with the Council regarding GIS inspection services and related fees. He wanted to develop a proposal regarding costs, value, and benefits to the City.

16) Mayor's Closing Thoughts

Mayor Daniels stated that many important things have been discussed and remarked that this is just the beginning of the discussion on the actual budget. There is still much information to be collected and included. He noted that prioritization discussions at this point do not translate into action and he did not want the Council to leave the meeting with the impression that the discussions are over and the only solution is to raise taxes.

Mayor Daniels commented that there is a reality and a recurring theme that the City grows very slowly in terms of increased City revenue. When looking at the projects that need to be completed it is necessary to take a balanced approach. It will be a difficult challenge to assess ways to increase revenue in certain areas while decreasing expenses in others. Several months ago, Mayor Daniels asked the department heads to provide him with a list of priority projects. He stated that it is important for City departments to be in control of their own needs assessment.

Mayor Daniels explained that the City Council manages the message that is conveyed to staff and the community. If staff is worried, it is because of the Council. If the public is worried, it is because of the City Council. It is the Council's responsibility to thoroughly analyze the budget so that by the time June approaches, everyone can look at the budget and agree that it has been thoroughly examined and best represents the needs of the City. He concluded by thanking those present for the professionalism in which they conducted themselves.

ADJOURN

ACTION: Council Member Stanley moved to adjourn. Council Member Andersen seconded the motion. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 2:00 p.m.

The City Council Budget and Planning Retreat Minutes of February 06, 2016 were approved by the City Council on April 19, 2016.

Kathy T. Kresser, City Recorder, MMC

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