

Pleasant View City Council

Meeting Agenda

Tuesday, July 25, 2023

6:00 p.m.

6:00 P.M. 1. **Introduction.**

- a. Pledge of Allegiance and Opening Prayer, Reading or Expression of Thought:
(*Councilmember Phil Nelsen*)
- b. Declaration of Conflicts of Interest
- c. Public Comments/Questions for the Mayor & Council (limited to 3 minutes)

6:05 P.M. 2. **Consent Items.**

- a. Minutes of April 25, 2023 (open & closed), June 13, 2023 (open & closed) and July 11, 2023 (two sets).

6:10 P.M. 3. **Officer Recognition Awards.**

6:20 P.M. 4. **Public Hearing - Amend Budget.** Discussion and possible action to amend the 2023-2024 fiscal year budget. (*Presenter: Laurie Hellstrom*)

6:30 P.M. 5. **Job Title Change.** Discussion and consideration to change the job title of the Recreation Coordinator to Recreation Director. (*Presenter: Amy Mabey*)

6:40 P.M. 6. **Closed Meeting.** Consideration for a closed meeting pursuant to one or more of the provisions of the Utah Open and Public Meetings Law, Utah Code § 52-4-205(1).

7. **Other Business**

8. **Adjournment**

Public Notice is hereby given that the City Council of Pleasant View, Utah will hold a Public Meeting in the city office at 520 West Elberta Dr. in Pleasant View, Utah on Tuesday, July 25, 2023, commencing at 6:00 PM.

In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call the Pleasant View City Office at 801-782-8529, at least 24 hours prior to the meeting.

The City Council at its discretion may change the order and times of the agenda items.

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

April 25, 2023

The public meeting was held at City Hall, 520 W Elberta Drive, Pleasant View, Utah, commencing at 6:03 P.M.

MAYOR:

Leonard Call

COUNCILMEMBERS:

Ann Arrington
Steve Gibson
David Marriott
Philip Nelsen
Sara Urry

STAFF:

Amy Mabey
Laurie Hellstrom
Tyson Jackson
Brandon Bell
Ryon Hadley

VISITORS:

Jeff Lee	Rick Scadden
Cody Wilder	Shelly Bailey
Dave Laloli	

1. Introduction.

a. Pledge of Allegiance and Opening Prayer, Reading or Expression of Thought
(Councilmember Phil Nelsen)

b. Declaration of Conflicts of Interest

None given.

c. Public Comments/Questions for the Mayor & Council (limited to 3 minutes)

2. Consent Items.

a. Bills of Pleasant View City.

Motion was made by CM Marriott to approve the consent items (bills of Pleasant View City).
2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

3. Public Hearing - Zoning Map Amendment - RE-20. Discussion and possible action to amend the City Code to include child daycare and nurseries as permitted uses in the RE-20 Residential Zone, Ordinance 2023-6. (Presenter: Brandon Bell)

Motion was made by CM Nelsen to go into a public hearing to consider amending the City Code to include child daycare and nurseries as permitted uses in the RE-20 Residential Zone, Ordinance 2023-6. 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Brandon Bell: the applicant is requesting to adjust the text in the RE-20 to allow child daycare as a permitted use. The R-1 zone already allows it. The planning commission denied the request. They were concerned that by adding text it would open up the entire community. Mayor Call: public comments? None were given.

Motion was made by CM Gibson to end the public hearing. 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

CM Arrington: what are the parameters of the daycare such as the number of children and traffic? Brandon Bell: we are setting zone parameters not the number of children. That is with the state's professional licensing and the city is not involved. We can set setbacks, license them and building codes. Mayor Call: what about dropping off and parking? Brandon Bell: that is not part of the application. CM Urry: is it in the code? Brandon Bell: not in the current standards for daycares. CM Arrington: we have daycares in RE-20. Brandon Bell: they are home occupation daycares. CM Nelsen: in the current zone public schools are allowed in RE-20. It makes sense with similar boundary around the property. There could be noise with the daycare. Brandon Bell: they need 35 sq.ft. per child. We process by applicant with a specific site in mind. CM Gibson: I went to a preschool but the actual facility was not in a residential area. There is noise and parking needs and all of the RE-20 zone area would not be prepared for this. It would open up all of the RE-20 area. Brandon Bell: there is a similar zone, R-1. The applicant submitted that rezone request. CM Gibson: could we have a zone more spot on? Mayor Call: they can request the R-1 zone. CM Nelsen: how is that classified? CM Gibson: a stand-alone facility. CM Nelsen: it doesn't matter where it is at. CM Marriott: could it be allowed in a commercial zone? CM Urry: yes. Mayor Call: I would hate to open up all of RE-20.

Motion was made by CM Gibson to deny the request to amend the RE-20 Residential zone to include child daycare and nurseries as permitted uses. 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

4. Public Hearing - Municipal Boundary Adjustment with North Ogden. Discussion and possible action to approve a Municipal Boundary Adjustment with North Ogden located at approximately 3475 North 98 East at the city limits and related to the Rock Point Estate Subdivision in North Ogden, Ordinance 2023-7. (Presenter: Brandon Bell)

Motion was made by CM Urry to go into a public hearing to consider a Municipal Boundary Adjustment with North Ogden located at approximately 3475 North 98 East at the city limits and related to the Rock Point Estate Subdivision in North Ogden, Ordinance 2023-7. 2nd by CM Gibson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Brandon Bell: this was discussed in a prior city council meeting. Tonight is the public hearing. If approved it allows the mayor to sign the mylar which is then sent to the Lt. Governor's Office. It is a couple of 1,000 sq. ft. adjustment.

Motion was made by CM Marriott to close the public hearing. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Motion was made by CM Gibson to approve Ordinance 2023-7 as stated (Municipal Boundary Adjustment with North Ogden located at approximately 3475 North 98 East at the city limits and related to the Rock Point Estate Subdivision in North Ogden). 2nd by CM Marriott. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

5. Interlocal Agreement for RAMP Funding with Weber County. Discussion and possible action to approve an interlocal agreement with Weber County for RAMP grant funding for the Pickleball Courts Complex in the amount of \$477,773.67. (Presenter: Amy Mabey)

Motion was made by CM Arrington to adopt the interlocal agreement with Weber County for RAMP grant funding for the Pickleball Courts Complex in the amount of \$477,773.67. 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

6. Health Benefits Selection. Discussion and possible action to approve the PEHP Benefits Selection for medical and dental benefits for the 2023-2024 fiscal year.

(Presenter: Amy Mabey)

Amy Mabey: this is an increase from last year and we are shifting to a dental plan with better value and less expensive. Mayor Call: CM Arrington reviewed this change. Amy Mabey: this allows the employees to keep their doctors and it is a great recruitment tool.

Motion was made by CM Urry to approve as stated (approve the PEHP Benefits Selection for medical and dental benefits for the 2023-2024 fiscal year). 2nd by CM Nelsen. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

7. Land and Water Conservation Fund (LWCF) Grant. Consideration of a resolution approving the city's application for a LWCF grant for the pickleball courts project.

Amy Mabey: this is the remaining gap with Pickleball. The application requires a guarantee that the property will remain as open space in perpetuity. Also, the court can't be enclosed. We are applying for approximately \$619K.

Motion was made by CM Arrington to adopt Resolution 2023-F for the city's application for a LWCF grant for the pickleball courts project. 2nd by CM Gibson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

8. Closed Meeting. Consideration for a closed meeting pursuant to one or more of the provisions of the Utah Open and Public Meetings Law, Utah Code § 52-4-205(1).

Motion was made by CM Arrington to go into the closed meeting to the character and competency of an individual. 2nd by CM Nelsen. Roll call vote. Voting aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen & CM Urry. 5-0

Mayor Call signed a sworn statement affirming the reason for the closed meeting.

Motion was made by CM Arrington to end the closed meeting. 2nd by CM Urry. Voting aye: CM Arrington, CM Gibson, CM Marriott, CM Nelson & CM Urry. 5-0

9. Other Business

Tyson Jackson: we have a decolorization with the water because it is moving and pulling the iron in the pipes. CM Marriott: how often do we do water samples? Tyson Jackson: 9 per month.

Ryon Hadley: we received an equipment grant in the amount of \$4,800. Hiring is slow.

Amy Mabey: presented the Dignity Index as presented at a ULCT conference through U of U. Other topics included being an advocate for city needs and challenges with what is coming and work and get solutions, financial policies and prevent fraud and the rainy-day fund, good books 'How to Kill a Community'. Upcoming item is a contract for the prosecutor.

CM Urry. The YCC dinner is Friday.

Mayor Call: the Founders Day meeting is May 23rd at 4pm.

10. Adjournment: 7:32 PM

**MINUTES OF THE CLOSED MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

April 25, 2023

MAYOR:

Leonard Call

COUNCILMEMBERS:

Ann Arrington
Steve Gibson
David Marriott
Phillip Nelsen
Sara Urry

STAFF:

Amy Mabey
Laurie Hellstrom

The public meeting was held in the city office at 520 West Elberta Dr. in Pleasant View, Utah, commencing at 6:59 P.M.

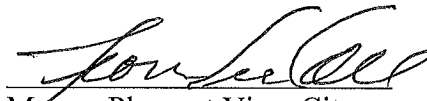
BUSINESS:

12. Closed Meeting – Discuss the character and competency of an individual.

Motion was made by CM Arrington to go into the closed meeting to the character and competency of an individual. 2nd by CM Nelsen. Roll call vote. Voting aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen & CM Urry. 5-0

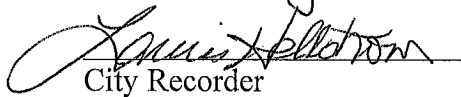
Pursuant to Utah Code Annotated, Sections 52-4-205 & 52-4-206, I, Leonard M. Call, do solemnly swear that the sole purpose for closing the meeting dated April 25, 2023 was to discuss the character and competency of an individual.

Dated this 17th day of July, 2023



Mayor, Pleasant View City

Subscribed and sworn to before me this 17th day of July, 2023



City Recorder

Motion was made by CM Arrington to end the closed meeting. 2nd by CM Urry. Voting aye: CM Arrington, CM Gibson, CM Marriott, CM Nelson & CM Urry. 5-0

Adjournment: 7:24 P.M.

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

June 13, 2023

The public meeting was held at City Hall, 520 W Elberta Drive, Pleasant View, Utah, commencing at 6:00 P.M.

MAYOR:

Leonard Call

COUNCILMEMBERS:

Ann Arrington
Steve Gibson
David Marriott
Philip Nelsen (*absent during the last half of the last closed meeting*)
Sara Urry

STAFF:

Amy Mabey
Laurie Hellstrom
Tyson Jackson
Brandon Bell
Ryon Hadley
Cindy Harrison

VISITORS:

Dana Shuler	Riker Parker	Lynda Davis
Jay Cottle	Gayle Cottle	Leland Davis
Kelly Eddy	Wendy Eddy	Sheril Thompson
Kristian Perra	Jace Montano	Sonny Thompson
John Reynolds	Kaitlynn Munns	Trev Wilde
Loni Wilde	Tanner Broadbent	Steve Broadbent
Julie Broadbent	Aimee Cottle	Tanner Cottle
Rod Cottle	Conner Wangsgard	Jenn Heslop
Mary Beth Cragun	Brenda Medsker	Trudi Wangsgard
Gil Wangsgard	Todd Wangsgard	Spencer Barlow
Caleb Stolec	Lauren Henley	Julie Henley
Chris Henley	Cooky Cottle	Eldon Cottle
Sheila Davis	Dennis Davis	Court Henderson
Naomi Hoehn	Bradley Dowell	John Arrington
David Gossner	Janet Green	Mary Lee Taylor
LaMar Taylor	Tyson Taylor	Sydney Wangsgard
Danen & Kimberly Lynn Family		Jeff Bolingbroke

1. Introduction.

a. Pledge of Allegiance and Opening Prayer, Reading or Expression of Thought
(Mayor Leonard Call).

b. Declaration of Conflicts of Interest
None given.

c. Public Comments/Questions for the Mayor & Council (limited to 3 minutes)

None given.

2. Consent Items.

a. Bills of Pleasant View City

b. Minutes of April 11, 2023, April 25, 2023, and May 23, 2023 (two sets).

Motion was made by CM Gibson to approve the consent items (bills of Pleasant View City and minutes of April 11, 2023 and May 23, 2023 (2 sets). 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

3. Youth City Council. Award Youth City Council Scholarships.

Hailey Lynn and Court Henderson were awarded the Youth City Council Scholarships.

4. Grand Marshals, Honorary Grand Marshal and Bike Parade Chief. Introduction and presentation for the 2023 Founders Day Grand Marshals and Chief.

Eldon & Cooky Cottle were chosen as the Grand Marshals. John Reynolds was chosen as the Honorary Grand Marshal and Bridger Wangsgard was chosen as the Bike Parade Chief.

5. Fiber Optic Franchise Agreement with Connex LLC. Discussion and consideration of a franchise agreement in partnership with Connex LLC. who intends to begin installation and service of a fiber optic network throughout the city. (Presenter: Amy Mabey)

Amy Mabey: there was a groundbreaking for Connex before this meeting. Connex wants to join and sign the same agreement as All West. Connex plans to install within 18 months.

Motion was made by CM Arrington to adopt a franchise agreement with Connex LLC. 2nd by CM Marriott. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

6. Professional Services Agreement with Beacon Code Consultants. Discussion and consideration of a professional services agreement with Beacon Code Consultants to serve as the city's building official. (Presenter: Amy Mabey)

Amy Mabey: this is a professional agreement with Beacon Code Consultants. We have worked with for one month prior as a trial. We have been impressed with them and their building services. Mayor Call: has this been reviewed by legal? Amy Mabey: not but I can have it reviewed. CM Urry: I have been impressed. CM Gibson: how does what we charge work? Amy Mabey: this is just for building permits. The fees are set on the fee schedule. CM Gibson: I don't agree with an hourly rate. Amy Mabey: the challenge is based on an average. Mayor Call: there is a difference in inspection for example a pool vs a \$2million home. We can look at recoup cost. Amy Mabey: he utilized City Inspect and he breaks out his billing. CM Gibson: I don't want this to get out of hand. Mayor Call: there is a termination clause. CM Gibson: I want it to work. I want a review in 6 months. Mayor Call: we can track that. Amy Mabey: I am going to have annual meetings with all contract holders.

Motion was made by CM Urry to approve the Professional Services Agreement with Beacon Code Consultants with a note to have legal review the agreement. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

7. Disposition of Abandoned Water Line Section at 2550 North. Discussion and consideration of disposition of property to Wildcat Storage LLC. for the portion of an unused waterline within the footprint of property boundaries. (Presenter: Amy Mabey)

Amy Mabey: this is a waterline on Wildcat Storage that is for fire suppression only. Legal has not looked at this yet. It deems that they will keep that portion in good repair. This is a clean up item. CM Gibson: is it hooked up to our water? Tyson Jackson: the line stays there. Pepsi also has a similar line for fire line regulations. It is just a fire service line. CM Gibson: no negatives? Tyson Jackson: we are still in control of valve. If there is an illicit use of water we

can turn it off. CM Marriott: why? Brandon Bell: there is only one property owner now when there were several.

Motion was made by CM Gibson to approve the disposition of abandoned water line section at 2550 North to Wildcat Storage LLC as stated. 2nd by CM Marriott. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

8. Municipal Code Amendment - MP-1. Discussion and possible action to consider amending the MP-1 (manufacturing) Ordinance to remove 'Single-Family Dwelling' from the list of uses. Public Hearing held May 23, 2023. Ordinance 2023-11. (Presenter: Brandon Bell)

Brandon Bell: the planning commission and the city council held public hearings. The planning commission is in support of the amendment. Staff view this as an incompatible use in that zone and a conflict. Mayor Call: it doesn't make sense in the MP-1 zone. Amy Mabey: if there are any single family uses currently they will be grandfathered in.

Motion was made by CM Urry to amend the MP-1 (manufacturing) Ordinance to remove 'Single-Family Dwelling' from the list of uses, Ordinance 2023-11. 2nd by CM Nelson. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

9. General Plan. Discussion and possible action to consider amending the General Plan Master Street Map. Ordinance 2023-14. (Presenter: Amy Mabey)

Brandon Bell: the planning commission made one suggested change with the addition of an east-west road to the map. Dana Shuler showed the old and new map and the legend. There were three railroad crossings but now one crossing. Dana Shuler show the Farr West Joint area. Mayor Call: did we submit an 80' road to WACOG? Dana Shuler: yes. Amy Mabey: we will work with the mobile home park to move them. Mayor Call: they have revamped the pads with new homes. Amy Mabey: there is 2025 funding from WACOG. Council: should we table the area between 2700 N/2550 N by the storage units. Amy Mabey: this is important dialog to go back to the planning commission. The council continued to review the section of the entire map. There were a few areas that need to be rechecked by Dana Shuler.

Motion was made by CM Gibson to approve the General Plan Map with a few checks from Dana Shuler and forward the as planned. 2nd by CM Marriott. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

10. Insurance Coverage. Discussion and possible action to approve Insurance Coverage for the fiscal year 2023-2024 with Utah Local Governments Trust. (Presenter: Amy Mabey)

Amy Mabey: there was some navigating with insurances. The Trust was using the Fraud Risk Assessment. That was resolved because Heather Gale's certification qualified for more points. Many of the other cities expressed concerns over the use of the Fraud Assessment and having to be in the very low category. There was a slight increase in the rates. The liability is \$64,246, property \$15,799.19, auto \$23,450.61.

Motion was made by CM Urry to approve the Insurance Coverage for the fiscal year 2023-2024 with Utah Local Governments Trust as stated. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

11. Solid Waste Collection & Disposal. Discussion and possible approval of a Residential Solid Waste Collection & Disposal Contract with Republic Services. (Presenter: Amy Mabey)

Amy Mabey: the agreement is with Republic Services for recycling and garbage. There was not a high response for the RFP. They will use the existing pickup schedule. The prices have increased which was anticipated. The maintaining of equipment is in the contract. We worked out the 17 day gap between the ending day of Econo Waste and the beginning day for Republic

with an \$8k upfront cost. Tyson Jackson: the recycling cans are ours and we will be purchasing the blue cans. The extra cans travel around as needed. We need a stockpile of cans. It was suggested to look at a limit of 4 can per residents.

Motion was made by CM Gibson to accept the Residential Solid Waste Collection & Disposal Contract with Republic Services as stated. 2nd by CM Nelson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

12. Fraud Risk Assessment & Audit Committee. Review of the Fraud Risk Assessment and Audit Committee. (Presenter: Laurie Hellstrom)

The Fraud Risk Assessment was reviewed with the council. No action needed.

13. Asset Capitalization Threshold Policy. Discussion and possible action to amend the Asset Capitalization Threshold Policy. Policy 2023-1. (Presenter: Laurie Hellstrom)

Motion was made by CM Arrington to approve the Asset Capitalization Threshold Policy. 2nd by CM Gibson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

14. ARPA Employee retention agreement. Discussion and possible action to approve an employee retention agreement in accordance with American Rescue Plan Act (ARPA) funding received for the fiscal year 2022-2023. (Presenter: Amy Mabey)

Amy Mabey: we are requesting the use of ARPA funding for retention bonus for employees to secure a commitment for a year. If not they will need to make a refund to the city. This use qualifies for federal funding. CM Arrington: is this the same as last year? Amy Mabey: yes. Parttime help receives half the bonus and it is not for seasonal employees. This bonus is optional. CM Gibson: do you think it helped keep employees here? Tyson Jackson: we have been down three people and it did get us through a rough spot. For us it meant a lot. Mayor Call: after this there will be no more ARPA funding.

Motion was made by CM Gibson to approve the employee retention agreement in accordance with American Rescue Plan Act (ARPA) funding received for the fiscal year 2022-2023. 2nd by CM Marriott. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

15. Budget Workshop.

Laurie Hellstrom review budget changes and requests from the prior budget workshop as noted in the presented budget.

16. Public Hearings – Budget.

a. Amend. Discussion and possible action to amend the 2022-2023 fiscal year budget, Resolution 2023-G.

Motion was made by CM Marriott to go into a public hearing to consider amending the 2022-2023 fiscal year budget. 2nd by CM Gibson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Mayor Call: any comments from the public? David Gossner: in next year's budget can we look at a cemetery that is local, tag a trail to the Bonneville Shoreline and a community fish pond? Can there be fishing at Barker Pond? Can there be recycling cans at Founder's Day? Amy Mabey: maybe there could be fishing at the Horseshoe pond. You would need to reach out to Weber County.

Motion was made by CM Nelson to end the public hearing. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Motion was made by CM Gibson to amend the 2022-2023 fiscal year budget as stated, Resolution 2023-G. 2nd by CM Marriott. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

b. Adopt. Discussion and possible action to adopt the 2023-2024 fiscal year budget, Resolution 2023-H.

Motion was made by CM Nelson to go into a public hearing to consider amending the 2023-2024 fiscal year budget. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Mayor Call: any comments from the public? None given.

Motion was made by CM Gibson to end the public hearing. 2nd by CM Nelson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Motion was made by CM Arrington to amend the 2023-2024 fiscal year budget as corrected and stated, Resolution 2023-H. 2nd by CM Nelson. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

17. Consolidated Fee Schedule. Discussion and possible action to amend the Consolidated Fee Schedule by amending the Sewer and Garbage/Recycling Fee. Resolution 2023-I. (Presenter: Laurie Hellstrom)

Motion was made by CM Arrington to amend the Consolidated Fee Schedule by amending the Sewer and Garbage/Recycling Fee, Resolution 2023-I. 2nd by CM Nelson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

18. Founders Days 2023 - Coordination discussion for Founders Day 2023.

CM Gibson: I have received a lot of calls asking how do you do it. Thank you for your time. CM Nelson: need sponsors for the 5K. There are 98 people in the run. We need volunteers to pickup food. CM Arrington: we need a couple more volunteers for the parade. The Pickleball tournament is full so don't advertise. CM Urry: I am ok. CM Marriott: there are 50+ parade entries.

19. Closed Meeting. Consideration for a closed meeting pursuant to one or more of the provisions of the Utah Open and Public Meetings Law, Utah Code § 52-4-205(1).

Motion was made by CM Urry to go into a closed meeting to discuss property acquisition. 2nd by CM Nelson. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Minutes of the closed meeting are protected records and are filed separately.

Motion was made by CM Marriott to end the closed meeting. 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Motion was made by CM Arrington to go into a closed meeting to discuss litigation. 2nd by CM Nelson. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Minutes of the closed meeting are protected records and are filed separately.

Motion was made by CM Arrington to end the closed meeting. 2nd by CM Nelson. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Motion was made by CM Arrington to go into a closed meeting to discuss the character of an individual. 2nd by CM Nelson. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen and CM Urry. 5-0

Mayor Call signed a sworn statement affirming the reason for the closed meeting.

Motion was made by CM Marriott to end the closed meeting. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott and CM Urry. 4-0

20. Other Business.

None.

21. Adjournment 10:54 P.M.

DRAFT

**MINUTES OF THE CLOSED MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

June 13, 2023

MAYOR:

Leonard Call

COUNCILMEMBERS:

Ann Arrington

Steve Gibson

David Marriott

Phillip Nelsen (*absent during the last part of meeting*)

Sara Urry

STAFF:

Amy Mabey

The public meeting was held in the city office at 520 West Elberta Dr. in Pleasant View, Utah, commencing at [REDACTED] P.M.

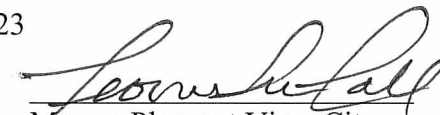
BUSINESS:

19. Closed Meeting – Discuss the character and competency of an individual.

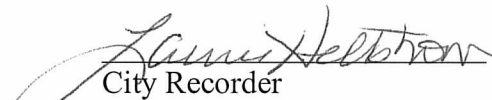
Motion was made by CM Arrington to go into the closed meeting to the character and competency of an individual. 2nd by CM Nelsen. Roll call vote. Voting aye: CM Arrington, CM Gibson, CM Marriott, CM Nelsen & CM Urry. 5-0

Pursuant to Utah Code Annotated, Sections 52-4-205 & 52-4-206, I, Leonard M. Call, do solemnly swear that the sole purpose for closing the meeting dated June 13, 2023 was to discuss the character and competency of an individual.

Dated this 30th day of June, 2023


Mayor, Pleasant View City

Subscribed and sworn to before me this 30th day of June, 2023


City Recorder

Motion was made by CM Marriott to end the closed meeting. 2nd by CM Arrington. Voting aye: CM Arrington, CM Gibson, CM Marriott & CM Urry. 4-0

Adjournment: 10:51 P.M.

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

July 11, 2023

The public meeting was held in the city office at 520 West Elberta Dr. in Pleasant View, Utah, commencing at 3:32 P.M.

MAYOR:

Leonard Call - *called to order*

COUNCILMEMBERS:

Ann Arrington - *via phone*
Steve Gibson - *conducted the meeting*
David Marriott
Phillip Nelsen - *via phone*
Sara Urry

STAFF:

Amy Mabey
Tyson Jackson
Heather Gale
Robbie Done
Cindy Harrison

VISITORS:

Becky Stokes
Wynn Phillips
Christie Bailey
Kevin Bailey

Business:

1. Founder's Day Wrap-up workshop.

The Founder's Day committee met as a wrap-up of the Founder's Day Celebration 2023.

Adjournment: 4:56 P.M.

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF PLEASANT VIEW CITY, UTAH**

July 11, 2023

The public meeting was held at City Hall, 520 W Elberta Drive, Pleasant View, Utah, commencing at 6:02 P.M.

MAYOR:

Leonard Call

COUNCILMEMBERS:

Ann Arrington
Steve Gibson
David Marriott
Philip Nelsen (*absent*)
Sara Urry

STAFF:

Amy Mabey
Laurie Hellstrom
Ryon Hadley

VISITORS:

Ryan Barker
Jeff Lee

1. Introduction.

a. Pledge of Allegiance and Opening Prayer, Reading or Expression of Thought
(Councilmember Sara Urry)

b. Declaration of Conflicts of Interest
None given.

c. Public Comments/Questions for the Mayor & Council (limited to 3 minutes)

Jeff Lee: this is a formal request to create medium density housing patio homes.

2. Consent Items.

a. Bills of Pleasant View City

b. Minutes of April 25, 2023 (open & closed) and June 27, 2023.

Motion was made by CM Arrington to approve the consent items (minutes of April 25, 2023 (open & closed) and June 27, 2023). 2nd by CM Urry. Voting Aye: CM Arrington, CM Gibson, CM Marriott and CM Urry. 4-0

3. Building/Fire Code Amendment. Discussion and consideration of an amendment to the Building/Fire Codes, Ordinance 2023-15. (Presenter: Amy Mabey)

Ryan Barker with North View Fire District: this is an update to the code. We have to follow the state anyway. If the city adopts the code the city can receive any revenue.

Mayor Call: this is already adopted by the state.

Motion was made by CM Gibson to amend the Building/Fire Codes, Ordinance 2023-15 as stated. 2nd by CM Marriott. Roll call vote. Voting Aye: CM Arrington, CM Gibson, CM Marriott and CM Urry. 4-0

4. Professional Services Agreement with TecServ, Inc. Discussion and consideration of a professional services agreement with TecServ, Inc. for IT Services. (Presenter: Amy Mabey)

Amy Mabey: this is a professional agreement with TecServ, Inc. for IT services. This will adjust the hours of work per week expanding it to 5 hours. If there are additional hours it is at a rate of \$175 per hour. There is a hike in the price to a monthly rate of \$3,358.33. Mayor Call: this is standard in the tech industry. The price is still good. My recommendation is that this is a good contract and I am good with it. What about carryover hours? Amy Mabey: I will add to the contract a clause for carryover hours. CM Arrington: I am happy with that. In three years can we vet it out and see if we can get a better contract out there.

Motion was made by CM Marriott to approve the agreement with TecServ, Inc for IT Services with the added adjustment made by Amy Mabey on carryover hours. 2nd by CM Arrington. Voting Aye: CM Arrington, CM Gibson, CM Marriott and CM Urry. 4-0

5. Closed Meeting. Consideration for a closed meeting pursuant to one or more of the provisions of the Utah Open and Public Meetings Law, Utah Code § 52-4-205(1).

No closed meeting.

6. Other Business

Ryan Hadley: there was a tragic injury today with a 6 year-old. We are meeting again this Thursday on the school resource officer.

CM Arrington: thanks to the PWD for the residential response. The marque needs to updated and remove the job openings.

Mayor Call: there was a post Founders Day Meeting today at 3:30 P.M. You will receive Amy Mabey's performance review information.

7. Adjournment: 6:24 P.M.

RESOLUTION 2023 – J

A RESOLUTION AMENDING THE 2023-24 FISCAL YEAR BUDGET.

WHEREAS, the City Council has the authority to increase budgets in the budgetary funds by resolution after a public hearing; and

WHEREAS, Pleasant View City noticed the public hearing according to Utah State Code Section 10-6-113; and

WHEREAS, the City Council has determined that it is appropriate to amend revenue and expenditures for determined needs of the city.

Be it resolved by the City Council of Pleasant View, Utah:

SECTION ONE: The 2023-24 Fiscal Year Budget is hereby amended as follows:

Funding Source - Transportation Sales Tax Funds:

- Striping budget of \$100,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Sidewalk Trip Hazard budget of \$50,000 in fiscal year 2022-2023 to be forward to fiscal year 2023-2024.

Funding Source - Parks Development Fund:

- Veteran's Monument budget of \$50,000 in fiscal year 2022-2023, \$14,000 to be forwarded to fiscal year 2023-2024 with the addition of \$12,000 for a total of \$26,000.
- Increase the Food Truck Giddy-Up Donations and Expenses by \$750.
- Concrete Aprons (Shady Lane, Multi-Sports, PV & Barker Parks) budget of \$23,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Shady Lane security budget of \$2,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Barker Park Shades budget of \$10,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Wadman Park North Entrance budget of \$10,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.

Funding Source - Stormwater Fund:

- Decant Infrastructure budget of \$470,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- LID PW Standards Update budget of \$12,865 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.

Funding Source - Equipment Fund:

- Sale of Mower budget of \$5,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Jacobsen Riding Lawn Mower budget of \$150,000 in fiscal year 2022-2023 to be forwarded to fiscal year 2023-2024.
- Add a budget for the purchase of #17 of chairs for the council chambers & offices in the amount of \$17,000.
- Add a budget for a Front Office Wall in the amount of \$3,000.

SECTION TWO: This resolution shall take effect immediately.

DATED this ____ day of _____, 2023.

PLEASANT VIEW CITY, UTAH

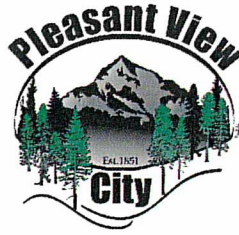
Mayor, Leonard M. Call

Attest:

City Recorder

This resolution has been approved by the following vote of the Pleasant View City Council:

Councilmember Arrington
Councilmember Gibson
Councilmember Marriott
Councilmember Nelsen
Councilmember Urry



RECREATION AND EVENTS DIRECTOR

DISCLAIMER: INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions are not intended as and do not create employment contracts. The organization maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff and termination decisions. Well-constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed in an attempt to illustrate essential functions and basic duties, in addition to 'peripheral tasks' or that could generally be considered "other duties as assigned." In no instance, however, should the duties, responsibilities, and requirements be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate. Requirements, skills and abilities included have been determined to illustrate the minimal standards required to successfully perform the positions.

In accordance with Americans with Disabilities Act, reasonable accommodations may be made to enable individuals with disabilities to perform the functions & duties as described.

ADVERTISEMENT LANGUAGE:

The City of Pleasant View, Utah is looking for a Recreation and Events Director. The position plans, organizes and directs the recreational programs and various events of the city. The Director is also responsible to hire, train and supervise recreational staff, maintain working budgets and coordinate and oversee all activities that fall within the recreation and event areas. The position requires a Bachelor's degree in recreation or equivalent experience. Starting wage will range from \$21.88 to \$31.43 per hour. Relevant experience preferred. This position also includes the completion of a criminal background check.

Please submit an application and resume. Applications and complete job description may be picked up at City Hall, 520 W. Elberta Drive, Pleasant View, Utah, 84414 or by emailing lhellstrom@pleasantviewcity.com or by calling 801-782-8529. **Application deadline:** _____. The City of Pleasant View is an Equal Opportunity Employer.

CITY OF PLEASANT VIEW - RECREATION AND EVENTS DIRECTOR

DEPARTMENTS:	Planning	CLASSIFICATION:	Three-Quarters Time
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FLSA Designation: Non-exempt

SALARY RANGE: \$30.26-\$44.77

REPORTING RELATIONSHIPS

Position Reports to: City Administrator
Coordinates with: Public Works Director
Positions Supervised: Recreation Program Staff

DISTINGUISHING FEATURES OF THE POSITION

The Recreation and Events Director serves at the pleasure and under the general supervision of the City Administrator and performs administrative, supervisory and professional work in the planning, development and operation of all recreational programs in the city as well as planning and overseeing various community events. The position also facilitates the development of strategy and policy to ensure that the city's mission, core values, and goals are incorporated into program services and activities.

FUNCTIONS & DUTIES

Primary responsibilities include, but not limited to:

- Regularly evaluate community needs and direct and provide programs and recreational opportunities commensurate with the needs of Pleasant View City.
- Direct, plan, coordinate, develop, implement, staff, and supervise recreational programs/activities, including sport leagues and tournaments, classes, special events and other activities as needed.
- Employ excellent customer service skills, including the establishment and maintenance of effective working relationships with other employees, elected officials, program participants, staff from partner cities, media outlets and all members of the general public.
- Develop, prepare, and manage budget for recreation programs, including controls and accounts for the expenditure of funds in accordance with the approved budget.
- Keep accurate records of recreation costs, revenues, expenditures, etc.
- Recommend appropriate charges for fee-based programs and maintain responsibility for facility fees collected, league fees, and fees collected for special recreation events.
- Acquire approved program equipment and manage equipment inventory, in accordance with approved budget and program needs.
- Recruit, select, train, motivate and supervise recreation program staff and volunteers including preparing schedules and assignments.
- Develop and manage program registrations through recreation management software.
- Manage scheduling of city park fields and coordinate scheduling of other park amenities. Maintain a master calendar for scheduling all city field usage including of other organizations such as soccer, lacrosse, club teams, etc.
- Coordinate field preparation and maintenance as well as use of parks and city recreational fields, etc. with the Public Works Director and Park Maintenance Supervisor.
- Coordinate the use of Weber County School District facilities for city leagues.
- Coordinate with neighboring Recreation Directors to offer programming as needed.
- Coordinate and monitor contracts and insurance agreements for recreation programs.

CITY OF PLEASANT VIEW - RECREATION AND EVENTS DIRECTOR

- Maintain a master calendar for city recreational league practices and games for city parks.
- Create and maintain team rosters, game schedules and practice schedules.
- Responsible for the marketing and promotion of recreation programs including posting on the city website, social media and through the monthly newsletter.
- Maintain and communicate policies and procedures for recreation programs.
- Provide for risk management practices by understanding and keeping up to date with local/national safety regulations and protocols; ensure all safety rules, regulations and procedures are followed; ensure that recreation employees are trained in safety protocols.
- Coordinate and ensure the completion of background checks for coaches and volunteers.
- Hold coaches' meetings to outline league rules and expectations, ensuring that every team coach and parent has a copy of those rules and expectations.
- Perform public relation duties; respond to public inquiries and complaints; handle all rule enforcement and communication with participants.
- Provide daily reports, incident reports, waiver release forms and rosters.
- Work with the City Administrator, Mayor, and City Council as budgetary or significant changes are proposed, to address program modifications, reductions and/or expansions.
- Compile reports on recreation program usage and submit reports to supervisor at the close of each recreation program sport.
- Analyze problems; identify feasible solutions; project consequences of proposed actions and implement recommendations in support of goals.
- Provide a positive environment for recreation program participants, enhancing the experience for all involved.
- Assist in enforcing city park rules and regulations.
- Schedule availability provides working nights and weekends as needed to carry out programs and events.

Coordination of Events:

- Lead in the coordination of city-sponsored events outlined through the direction of City Administrator, Mayor and City Council.
- Assist in coordination of special events through reviewing event applications for final approval. Provides general information to residents about special events and options.
- Works with the City Administrator and Mayor, and City Council as budgetary or significant changes are proposed to existing city-sponsored events, to address program modifications, reductions and/or expansions.
- Manages annual budget for city events and coordinates and approves relative purchases in accordance with City Purchasing Policies.

Staff Support for Youth City Council:

- Provides direction, leadership, and oversight to Youth City Council activities, volunteer opportunities and general involvement of the Youth City Council.
- Maintains roster of Youth City Council.
- Coordinates monthly meetings with the Youth City Council.

PERFORMANCE MEASURES

- Customer service
- Accuracy and attention to detail
- Resource management
- Employee management
- Timeliness

CITY OF PLEASANT VIEW - RECREATION AND EVENTS DIRECTOR

- Professionalism
- Ethics
- Risk Management

QUALIFICATIONS & COMPETENCIES

EDUCATION / CERTIFICATION:

- Bachelor's Degree in recreation or a closely related field; an equivalent amount of experience or education may be considered;
- Possession of or ability to obtain CPR and First Aid Certification.
- Experience in a municipal/office setting; and
- Valid driver's license.

REQUIRED KNOWLEDGE:

- Knowledge of rules and conduct of various community sports programs.
- Knowledge of municipal recreation program requirements.
- Knowledge of general supervisory and managerial principles and practices.
- Excellent customer service skills, including the establishment and maintenance of effective working relationships with other employees, officials, and all members of the general public.
- General accounting skills. Use of addition, subtraction, multiplication, and division of numbers including decimals and fractions. Simple use of formulas, charts, tables, drawing, specifications, schedules, use of adjustable measuring instruments, checking of reports, forms, and records.
- Intermediate knowledge of basic computer and technical skills.

EXPERIENCE REQUIRED:

- Three to six (3-6) years experience in a comparable position at another city or county, or similar office setting, or additional education or certifications relative to job posting.

SKILLS / ABILITIES:

- Ability to pass a criminal background check.
- Ability to operate a computer and associated software with accuracy. Ability to quickly learn and apply use of new software applications.
- Skilled in standard computer applications, such as email, word processing, and spreadsheets.
- Skill in communicating effectively, both orally and in writing. Ability to successfully coordinate efforts with other staff members.
- Good public relations skills.
- Team and management skills.
- Ability to establish and organize schedules, activities, and coordinate facilities used by the city.
- Use of independent judgment and personal initiative.
- Medium to heavy lifting of objects that are generally less than 50 pounds with assistance, occasional climbing and carrying of objects.
- Recurring standing, walking, crawling or climbing.
- Ability to organize, schedule and carryout city sponsored special events. Ability to coordinate specific events with other entities throughout the city in accordance with city policies.
- This position may require use of personal or City vehicles on City business. Individuals must be physically capable of operating vehicles safely, possess a valid driver's license and have a good driving record.

CITY OF PLEASANT VIEW - RECREATION AND EVENTS DIRECTOR

WORKING CONDITIONS

This position works in various conditions and maintains organized office space under direction of City Administrator. The position regularly works outdoors or in potentially hazardous conditions with equipment which, if not used correctly could injure or hurt others, and frequently works with external customers and members of the public at-large on a regular basis. Recreation and Events Director will regularly attend City staff meetings and will occasionally attend City Council meetings.