

**Pleasant Grove City
City Council Meeting Minutes
Work Session
Tuesday, December 3, 2024
4:30 p.m.**

Mayor: Guy L. Fugal

Council Members: Eric Jensen
Cyndy LeMone
Steve Rogers
Todd Williams

Staff Present: Scott Darrington, City Administrator
Tina Petersen, City Attorney
Keldon Brown, Police Chief
Wendy Thorpe, City Recorder
Sheri Britsch, Library and Arts Director
Kyler Brower, Assistant to the City Administrator
Andrew Engemann, Fire Chief
Neal Winterton, Public Works Director
David Packard, Human Resources Director
Denise Roy, Finance Director
Megan Zollinger, Recreation Director
Deon Giles, Parks Director

Excused: Dianna Andersen
Daniel Cardenas, Community Development Director

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

4:30 P.M. WORK SESSION

Mayor Guy Fugal called the meeting to order at 4:30 p.m. and welcomed those present.

a. Introduction of New Employees.

City Administrator, Scott Darrington, asked the Department Heads to introduce their new employees. Recreation Director, Megan Zollinger introduced Gabbi Usevitch, who has been with the City since September. The New Sports Coordinator along with New Fitness Coordinator, Kate Vest have been working with them. The Department was excited to have both women on board. Fire Chief, Drew Engemann introduced Parker Wiscombe and Justin Kilgore. Parker grew up in Pleasant Grove and was initially interviewed for the position via Skype while serving in the Air

Force in the Middle East as a Paramedic. Justin has been with the department for a few years part-time and will go on to full-time. He previously served on the Lone Peak Fire Department. Both were happy to be in Pleasant Grove.

b. Victim Advocate Report – Kimberly Schroepfel.

Victim Advocate, Kimberly Schroepfel, presented her Bi-Annual Report regarding services offered as required by the Victims of Crime Act (“VOCA”). The reporting period requirements have changed from calendar year to fiscal year reporting. Therefore, the information provided covers one year beginning July 1, 2023. Ms. Schroepfel provided statistics data for the following areas:

- Domestic and family problem crimes - 362;
- Sexual Offense crimes - 114;
- Department of Child and Family Services (DCFS) reports – 297; and
- Assaults – 116.

As stalking and harassment issues are more complicated and difficult to determine, their numbers are not totally accurate and were not provided. Ms. Schroepfel reported that although they are not tasked with reporting fraud cases, they have been part of their work. For Pleasant Grove, the number of fraud cases was 210. Ms. Schroepfel reported that overall, the statistics have remained fairly consistent, with some fluctuation in the various categories. Sex crimes have increased while family domestic cases have been reduced. Although the crime statistics are lower, the cases are more intense and require more time and follow-up.

Victim Services, for the fiscal year, provided several different categories of service as follows:

- Service to clients of reported crimes involved 269 interventions. She explained that they also get walk-in clients who do not want to report a crime but need referrals for service. Those contacts are not part of the statistics that they are mandated to report. If, however, the crime described is one of the reportable crimes, it is documented.
- Information and Resource assistance was provided to 2,319 people.
- Personal Advocacy and Accompaniment Services (i.e., housing services, landlord issues) for 225 individuals.
- Emotional Support and Safety Services (i.e., crisis intervention and safety planning) for 1,445 individuals.
- Criminal and Civil Justice Assistance (i.e., updating and interacting with prosecutors and attending courts; legislative rights advocacy), provided 2,138 interventions.
- Other services, including providing packets, and protective orders, were provided to 473 individuals.

Victim Services is also involved in fraud work. Over the past three weeks, while working with the Federal Bureau of Investigation (“FBI”), she has learned valuable information about the various resources (including federal ones) that are available when a person is confronted with financial crimes. She also explained that fraud crimes against the elderly are the most under-reported category, as the elderly person is often unaware of being targeted and victimized. They

will be exploring ways to educate seniors about potential fraud. Finally, she noted that consumer fraud is highest during the holiday season (i.e., package theft, phone scams, and false schemes) and cautioned all to take proactive steps to keep their finances safe.

c. Staff Business.

Police Chief, Keldon Brown, reported on the following:

- They are busy.
- At the next City Council Meeting he will present a citizen whose actions helped capture the person responsible for a robbery at Macey's.
- With respect to staffing over the next few weeks, they will be hiring part-time officers to supplement the roster. Some retirees, including Rick Henderson, will also be returning to full-time work to help out. They are working to fill two full-time staff positions.
- The first newsletter has gone out.

Parks Director, Deon Giles, reported on the following;

- Mayor Fugal thanked the Department for the great work done on the lights on Main Street, in the park, and on the buildings.
- Department workers are busy with leaf cleanup and trail maintenance before winter.

Recreation Director, Megan Zollinger, reported on the following:

- The Department is busy with winter activities.
- The conference she attended in New Orleans had many good sessions.
- The Thanksgiving event last week was successful.
- Junior Jazz kicks off this week. She commented that they have moved a lot of the junior jazz to the Recreation Center from the schools to save money. They will be evaluating its effectiveness.

Fire Chief, Drew Engemann, reported on the following:

- Things are going well in the Department.
- The Santa Celebration had a bit of a glitch when the fire truck carrying Santa got called away to a fire. Santa, however, was still able to attend the function.
- They still have one position to fill and one person is still in Fire School.
- Last, he noted that recently one of the firefighters who was off duty at a recreation center in American Fork, was present when someone collapsed. He assisted in the resuscitation and saved the person. American Fork is having a recognition ceremony for that rescue.

HR Manager, David Packard reported on the following:

- Two weeks earlier, the City Blood Drive collected 22 units of blood despite technical difficulties. He appreciated the involvement of all.

- As a reminder, because life is sometimes tough around the holidays, the Employee Assistance Program is available to assist in those times and is open to all.

Public Works, Neal Winterton, reported on the following:

- A stormwater and Municipal Separate Sewer Permit Audit was conducted the previous week for the first time by the State of Utah and the Environmental Protection Agency. The city did fine but from his perspective, they have room to grow. The official report will be out in 90 days.
- Other work activity includes the pool construction and work on the 4000 North (Cedar Hills) Project, which is still heavy in the design phase.
- On an interactive map, he reviewed each of the past five years of road improvements and identified the three planned road improvement projects for 2025. He identified the roads that have been evaluated and found to not need any major road work for the next 10 years. The map has not yet been made available to the public as he wanted the City Council to see it first. Council Member Williams thanked him for the hard work. Director Winterton added that they are planning to add private roads, cul-de-sacs and HOA areas not serviced by the City. He commented that when these roads are being done, utility work is also underway. Eventually, this information will be made available on social media.
- Council Member Rogers asks how long it takes for the roads that have been repaired to be put back on the list. Director Winterton stated that the roads are always on the list as professional maintenance is always an issue. Where the road is put on the list depends on what was done and the conditions affecting the roads. He commented that winters are rough on roads.
- He provided an estimate of mid-December for when the transponder will arrive for the new park.

Library and Arts Director, Sheri Britsch, reported the following.

- There are numerous holiday events taking place. This week's activities include the Christmas Carol One-Man show at the Library, the Utah County Flute Choir, a Mrs. Claus Event, the PG Players Radio Play version of *It's a Wonderful Life*, the Orchestra presentation of the Messiah, and a *Muppet Christmas Carol* interactive movie. In two weeks they will do an *Elf* interactive movie.
- Monday is the Historic Preservation Commission Event at the Old Town Hall.

Finance Director, Denise Roy, reported the following:

- The Audit field work is being completed and she is working on the financials.

City Attorney, Tina Petersen, reported on the following:

- The following day will be a meeting with the City Attorneys, City Managers, and the Mayor regarding the school district reorganization.

Administrator, Scott Darrington reviewed the calendar events as follows:

- The previously mentioned Victorian Christmas was scheduled for the following Monday.
- The Elected Official Staff Christmas party will take place on December 12 at Snuck Farm at 6:00 p.m.

Administrator Darrington reported that due to the nature of some of the agenda items, they would be reviewing them during the Work Session.

Items 10D and 10E:

Director Winterton reported that Item 10D pertains to obtaining water grant money for enhancing the Channel to the Lake Project. It is a standard agreement that has been reviewed by Director Roy. Council Member Williams asked for clarification of work done in the area and the location of the pipe to the lake. Director Winterton stated that the project location is west of the Freeway near St. John Properties out to Utah Lake. Work on 600 West does not pertain to the Channel to the Lake Project but rather was related to fixing part of the sewer line that was part of the 1160 North Project. There was also sewer work and a small subdivision connection to the south. Item 10E pertains to the tree trimming work to be done on the road improvement projects. This item covers the best and most competitive bid for the work.

Item 10C:

Director Giles reported that this is the Land Use Maintenance Agreement for the G Monument, which is renewed every 10 years. It contains an Annual Fee of \$960 annually. Inspections are included in the Agreement as is an Operational Maintenance Plan for the trail and the G Monument itself. There has been an increase in the number of City lighting activities such as Strawberry Days, graduation, the Heritage Festival, and State Championships.

Item 10B:

City Attorney Petersen stated that the City is required to provide notice of Regular City Council, Commission, and Board Meetings for the year. There are no changes to the existing schedule regarding the dates and times for the Commissions and Boards. There are a couple of City Council changes including January 8 and February 19, 2025, both of which are Wednesdays rather than Tuesdays. November 18, 2025, will be the only City Council Meeting for that month, and December 2, 2025, will be the only meeting scheduled that month. Changes can be made if needed.

Item 10A

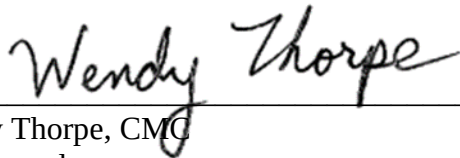
Administrator Darrington reported that the City has been approached by St. John Properties (“SJP”) about a change to their Agreement. On an aerial map, he explained that according to the subject agreement, SJP is required to build 250,000 square feet of retail in exchange for developing luxury apartments in three phases. To trigger each phase of luxury apartments, a specific amount of retail square footage must be provided. Phase 1 requires 65,000 square feet of retail space; Phase 2 requires 130,000 square feet of retail space; and Phase 3 requires the remaining balance of commercial space. SJP is asking for retail property credit built in a specific location to be

counted toward the retail requirements for their Phase 2 luxury apartments. The request does not impact the amount of square footage but will assist in getting the project completed more logically. This change will still require SJP to provide 200,000 square feet of retail to develop the apartments. Upon review, he and the City Attorney did not see any reason to deny the request as the project will be completed and this move will serve as a catalyst for getting the project moving.

Marty Beaumont from SJP reported that they are grateful for the support during this process and stated that they are getting positive retail interest in the area but need to be able to fit them appropriately. He described the progress and explained that for one of the phases, there are four empty parcels that they now request be included and count toward the retail requirements. Allowing this credit will move the residential component forward. Mayor Fugal asked about footings going into a specific location. Mr. Beaumont stated that they are working with a retail tenant but cannot disclose the identity. He noted that they have been working with multiple interested parties and alternate design layouts.

ADJOURNMENT

MOTION: At 5:32 p.m. Council Member Williams moved to ADJOURN the Work Session. Council Member Jensen seconded the motion. The motion carried unanimously with Council Members Jensen, Rogers, LeMone, and Williams voting “Yes”.

A handwritten signature in cursive script that reads "Wendy Thorpe". The signature is written in black ink and is positioned above a horizontal line.

Wendy Thorpe, CMC
City Recorder

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

**Pleasant Grove City
City Council Meeting Minutes
Regular Session
Tuesday, December 3, 2024
6:00 p.m.**

Mayor: Guy L. Fugal

Council Members: Eric Jensen
Cyndi LeMone
Steve Rogers
Todd Williams

Staff Present: Scott Darrington, City Administrator
Tina Petersen, City Attorney
Keldon Brown, Police Chief
Wendy Thorpe, City Recorder
Sheri Britsch, Library and Arts Director
Kyler Brower, Assistant to the City Administrator
Andrew Engemann, Fire Chief
Neal Winterton, Public Works Director
David Packard, Human Resources Director
Denise Roy, Finance Director
Megan Zollinger, Recreation Director
Deon Giles, Parks Director

Excused: Dianna Andersen
Daniel Cardenas, Community Development Director

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

6:00 P.M. REGULAR CITY COUNCIL MEETING

1) CALL TO ORDER

Mayor Guy Fugal called the meeting to order at 6:01 p.m. and welcomed those present.

2) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Jensen.

3) **OPENING REMARKS**

The Opening Remarks were offered by Council Member Williams.

4) **APPROVAL OF MEETING AGENDA**

ACTION: Council Member Jensen moved to APPROVE the Agenda as published. Council Member Williams seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

5) **OPEN SESSION**

Mayor Fugal opened the Open Session.

Richard Fenton, who lives near the high school, described long-standing ongoing issues every day between 7:00 a.m. and 11:00 p.m. with parking, lighting, and noise. He has received no help from the authorities. The property was misaligned when the School District performed work that took three feet of his frontage and removed his trees, which caused issues with the school’s lighting. Further, the recent installation of the turn-in lane has resulted in vehicle lights constantly shining into his windows. Diesel-run school buses park near his home waiting for the students, resulting in him being exposed to fumes and noise from children waiting for the buses. Cars idle 20 feet from his window, which means more exhaust fumes. They have no protection from the light, fumes, or noise. Mr. Fenton stated that his complaints have yielded no response. He does not know what else to do and has asked for help. He identified the location of his home and possible options were discussed.

There were no further comments. The Open Session was closed.

6) **CONSENT ITEMS**

- A. **To Consider for Approval Payment No. 6 to Got Dirt? Construction, LLC for the 1160 North Utilities and Improvements Project.**
- B. **To Consider for Approval Payment No. 4 to CEM Aquatics for the Pool Work Project.**
- C. **To Consider for Approval Payment No. 7 to Kilgore Contracting for the Nathaniel Drive Waterline and Roadway Improvements Project.**
- D. **To Consider for Approval Contract No. 1 for Awolf Construction, LLC for the 200 West; 40 North to Center Street Waterline and Roadway Reconstruction Project.**
- E. **To Consider for Approval Payment No. 6 to Awolf Construction, LLC for the 200 West; 40 North to Center Street Waterline and Roadway Reconstruction Project.**
- F. **To Consider for Approval Payment No. 13 to Staker Parsons Materials and Construction, a CRH Company, for the Pleasant Grove 2600 North Roadway Improvement Project.**

- G. To Consider for Approval Payment No. 3 to S&L, Inc. for the Pleasant Grove Swimming Pool Project.
- H. To Consider for Approval Payment No. 11 to HydroVac Excavation for the Pressurized Irrigation Meters Installation Project.
- I. To Consider for Approval Payment No. 13 to Big-D Construction for the Cook Family Park Project.
- J. To Consider for Approval Payment No. 1 to FX Construction, LLC to Change the Completion Date Due to NRCS Funding Delays for the American Fork River Diversion Reconstruction Project.
- K. To Consider Approval of Change Order No. 9 to J. Lyne Roberts & Sons, Inc., for the BLVD Well Facilities Project.
- L. To Consider Approval of Payment Reports for November 21, 2024.

Council Member LeMone recused herself from the vote due to her relationship with one of the companies. Mayor Fugal acknowledged the recusal.

ACTION: Council Member Jensen moved to APPROVE the Consent Items. Council Member Williams seconded the motion. Vote on motion: Council Members Jensen, Williams, and Rogers voting “Yes.” Council Member LeMone abstained from the vote. The motion carried.

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

There were no appointments.

8) **PRESENTATIONS**

There were no presentations.

9) **PUBLIC HEARING ITEMS**

- A. **Public Hearing to Consider for Adoption a Resolution (2024-048) Adjusting and Amending the Actual and Anticipated Expenditures for the Fiscal Year 2024/2025 Budget, and Providing an Effective Date. *Presenter: Finance Director Roy.***

Finance Director, Denise Roy reported that the above resolution transfers \$135,000 from the General Fund to the Capital Improvement Fund to purchase part of the Neimer property along with the Forest Service property. \$75,000 was budgeted in 2024 but because the appraisal came back at \$210,000, additional funds were necessary. Public Works Director, Neal Winterton reported that the subject property is at the top of Battle Creek and people currently use the area for parking while off-roading. The parking is not endorsed by the City. There was discussion about alternate uses of the property and actions to be taken by the Forest Service. Attorney Petersen added that although this three-way purchase will not go through until January, the City is required to show that the funding is in place.

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

ACTION: Council Member Williams moved to ADOPT Resolution (2024-048) adjusting and amending the actual and anticipated expenditures for the Fiscal Year 2024/2025 Budget, and Providing an Effective Date. Council Member Jensen seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

10) ACTION ITEMS READY FOR VOTE

- A. To Consider for Adoption a Resolution (2024-049) of the Governing Body of Pleasant Grove City Authorizing the Mayor to Sign an Amendment to the Development Agreement with LC Reserve One, LLC, Valley Grove Exchange I, LLC, Valley Grove Exchange II, LLC, and Valley Grove IV, LLC, Regarding a Mixed-Use Commercial/Residential Development of Approximately 51.8 Acres Located at Approximately I-15 and North County Boulevard, Pleasant Grove, Utah Providing for Residential Uses, Phasing of Development and Other Related Matters. *Presenter: City Administrator, Scott Darrington.***

City Administrator, Scott Darrington, reported that the above matter was presented during the Work Session.

ACTION: Council Member Jensen moved to ADOPT Resolution (2024-049) of the Governing Body of Pleasant Grove City Authorizing the Mayor to sign an Amendment to the Development Agreement with LC Reserve One, LLC, Valley Grove Exchange I, LLC, Valley Grove Exchange II, LLC and Valley Grove IV, LLC, regarding a mixed-use commercial/residential development of approximately 51.8 acres located at approximately I-15 and North County Boulevard, Pleasant Grove, Utah providing for residential uses, phasing of development and other related matters. Council Member Williams seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

- B. To Consider for Adoption of an Ordinance (2024-029) Setting the Time and Place of the Regular Meeting of the City Council, Boards, Commissions, and Committee Meetings of Pleasant Grove City for the Year 2025 and Providing an Effective Date. *Presenter: Attorney Petersen.***

Attorney Petersen reported that the above ordinance was introduced during the Work Session.

ACTION: Council Member Williams moved to ADOPT Ordinance (2024-029) setting the time and place of the regular meeting of the City Council, Boards, Commissions, and Committee Meetings of Pleasant Grove City for the year 2025 and providing an effective date. Council Member Jensen seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

- C. To Consider for Adoption a Resolution (2024-050) of the Governing Board of Pleasant Grove City Authorizing the Mayor to Sign a Special Use Permit with the United States Department of Agriculture/US Forest Service Regarding the Maintenance of the “G” on Little Mountain in Utah County, Utah. Presenter: Director Deon Giles.**

Parks Director, Deon Giles, reported that the above resolution was presented during the Work Session.

ACTION: Council Member Jensen moved to ADOPT Resolution (2024-050) of the Governing Board of Pleasant Grove City authorizing the Mayor to sign a Special Use Permit with the United States Department of Agriculture/US Forest Service regarding the maintenance of the “G” on Little Mountain in Utah County, Utah. Council Member Rogers seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

- D. To Consider for Adoption a Resolution (2024-051) to Authorize a Grant Agreement with the State of Utah Division of Water Resources for a Million Dollar Grant to Enlarge a Main Water Channel to Improve Flows of Groundwater and Surface Water to Utah Lake. Presenter: Director Winterton.**

Director Winterton reported that the above resolution was discussed during the Work Session and will bring more water to Utah Lake.

ACTION: Council Member Jensen moved to ADOPT Resolution (2024-051) to Authorize a Grant Agreement with the State of Utah Division of Water Resources for a \$1,000,000 grant to enlarge a main water channel to improve flows of groundwater and surface water to Utah Lake. Council Member LeMone seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

- E. To Consider Awarding Rivendell Tree Experts the 2025 Pavement Preservation Tree Trimming Project Bid in the Amount of \$36,985.00 and Authorize the Mayor to Sign the Notice of Award. Presenter: Director Winterton.**

Director Winterton reported that as discussed during the Work Session, the above bid saves both the project and the citizens' money.

ACTION: Council Member Williams moved to AWARD Rivendell Tree Experts the 2025 Pavement Preservation Tree Trimming Project Bid in the amount of \$36,985.00 and Authorize the Mayor to Sign the Notice of Award. Council Member Rogers seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

11) ITEMS FOR DISCUSSION

A. Staff Business.

There was no Staff Business.

12) REVIEW AND DISCUSSION OF THE JANUARY 8, 2025, CITY COUNCIL MEETING AGENDA.

13) MAYOR AND COUNCIL BUSINESS.

Mayor Fugal reported that he drives by the new park every day and commented that it will be a great facility when finished. The City Council and staff were thanked for their efforts.

14) SIGNING OF PLATS

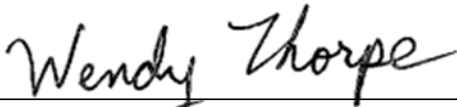
No plats were signed.

15) REVIEW CALENDAR

16) ADJOURN

ACTION: At 6:27 p.m. Council Member Williams moved to ADJOURN the meeting. Council Member Jensen seconded the motion. The motion carried unanimously with Council Members Jensen, LeMone, Rogers, and Williams voting “Yes”.

The City Council minutes of December 3, 2024, were approved by the City Council on January 8, 2025.



Wendy Thorpe, CMC
City Recorder

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