

1 **Pleasant Grove City Council Work Session Meeting Minutes**
2 **July 30, 2013**
3 **6:00 p.m.**
4

5 **PRESENT:**

6
7 **Mayor:**

8
9 Bruce W. Call

10
11 **Council Members:**

12
13 Lee G. Jensen
14 Cyd LeMone
15 Kim Robinson

16
17 **Excused:**

18
19 Cindy Boyd
20 Jay Meacham

21
22 **Staff Present:**

23 Scott Darrington, City Administrator
24 Dean Lundell, Finance Director
25 Degen Lewis, City Engineer
26 Tina Petersen, City Attorney
27 April Harrison, Arts and Culture Director
28 David Larson, Assistant to the City Administrator
29 Deon Giles, Parks and Recreation Director
30 Kathy Kresser, City Recorder
31 Mike Smith, Police Chief
32 Marc Sanderson, Fire Chief
33 Ken Young, Community Development Director
34 Lynn Walker, Public Works Director
35 Libby Flegal, NAB Chairperson

36
37 **Other:**

38 Strawberry Days Committee Members
39 Rodeo Committee Members
40 Zane Morris, Thorneberry
41 Aaron Mencer, Public Involvement for UDOT Project
42 Sherri Atwood, Emergency Plan Presenter
43 Representative Green

44
45 The City Council and staff met in the City Council Chambers at 86 East 100 South, Pleasant Grove, Utah.

1) **CALL TO ORDER**

Mayor Call called the meeting to order and noted that Council Members Jensen, LeMone and Robinson were present. Council Members Boyd and Meacham were excused from the meeting.

2) **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Assistant to the City Administrator, David Larson.

3) **OPENING REMARKS**

The Opening Remarks were given by NAB Chairperson, Libby Flegal.

4) **RECOGNITION OF THE STRAWBERRY DAYS AND RODEO COMMITTEES**

Presenter: Director Harrison.

Arts and Culture Director, April Harrison, reported that she has attended many Strawberry Days and Rodeos but never realized how much work was involved until she began attending committee meetings. She stated that volunteers spend countless hours and months of preparation in addition to the full week of festivities.

Director Harrison reported that Betty Memmott has served as Strawberry Days Committee Chair for three years. Prior to that she served on the committee for 12 years and before that she served on the City Council. Ms. Memmott identified the committee members as Jeff Matthews, Scott Fugal, Terry Marchbanks, Mandy Carson, Lisa Young, Tori Merrill, Kat Paulson, Shannon Orman, Mary Burgin, and Kendra Sealy. Director Harrison stated that there are also hundreds of citizens that help with the event.

Director Harrison said that Denny Farnworth serves as Rodeo Committee Chair and Mark Goodman serves as Queen Contest Chair. The Rodeo Committee was comprised of Kaylon Whitely, Phil Brown, Kent Ackerman, Randal Honey, Mike Green, Clint Panter, Jackson Jones, Brad Green, and Paul Merrill.

Director Harrison stated that Mr. Farnworth has participated in the Rodeo for 13 years. He loves the event and always makes it special for the community. He spends his free time attending rodeos, interviewing organizers, scouting talent and acts, and looking for ways to improve the Strawberry Days Rodeo. Mr. Farnworth stated that the Pleasant Grove Rodeo is ranked among the top 10% of all 600 rodeos in the United States and Canada.

Director Harrison thanked the Strawberry Days and the Rodeo Committees for their hours of hard work. The Council and staff also thanked City staff for their efforts.

Council Member Robinson stated that watching the grace in which Ms. Memmott conducted the committee was wonderful. She managed everything perfectly and had great support from her family behind the scenes. Council Member Robinson thanked Mr. Farnworth for the tribute to Glenn Hansen and Jim Green.

1 Director Harrison and Council Member Robinson gave each committee member a pin and
2 certificate of thanks. Mayor Call added his thanks to the Strawberry Days and the Rodeo
3 committees.

4
5 **5) INTRODUCTION OF NEW EMPLOYEES**

6
7 Police Chief, Mike Smith, introduced Officer Glenn Giles and stated that he was born and raised in
8 Pleasant Grove. He was married in 1999 and has four children. Officer Giles has worked in
9 landscaping and as a volunteer firefighter. He graduated from the Utah Valley Law Enforcement
10 Academy in 2005 and began working at UVU as a Reserve Officer for the City since 2010. Chief
11 Smith stated that Officer Giles is an asset to the City and department and he was thrilled to have
12 him as a full-time Officer.

13
14 Chief Smith introduced Taylor Abegg who served previously as the City's part-time Zoning
15 Officer. Mr. Abegg is now a full-time employee. He is from Pleasant Grove and has a wife and
16 four children. He served an LDS mission to Cape Town, South Africa, and earned a Bachelors'
17 Degree from UVU.

18
19 Chief Smith introduced Nakell Humes who serves as the new Transport Officer. She recently
20 finished her Police Academy training and is doing a great job. She is newly engaged and excited to
21 be working for the City.

22
23 Chief Smith introduced Becca Mallory and reported that she worked previously as a part-time
24 Dispatcher. She was recently hired as a Victims Advocate and was born and raised in Orem City.
25 She is 27 years' old and has been dispatching for five years. She is married to an Orem Police
26 Officer.

27
28 Chief Smith stated that James Oliver was hired to serve as the new part-time Zoning Officer.
29 Mr. Oliver is from Lehi and is married with a young family. He graduated from the Police
30 Academy in 2013 and chose law enforcement because of the service it provides the community.

31
32 Chief Smith introduced John Wadley as a new volunteer. Mr. Wadley grew up in Pleasant Grove
33 and is married with four children.

34
35 Chief Smith stated that the new employees who were unable to attend tonight's meeting were Jake
36 Hardy who will be a new dispatcher and new volunteer, Rick Macy.

37
38 Parks and Recreation Director, Deon Giles, introduced Brent Phillips and Spencer Carpenter who
39 are the newest Parks and Recreation employees. Mr. Phillips will work on the Community Center
40 and everything west. Mr. Carpenter will be in charge of Battle Creek East. He stated that both are
41 doing an excellent job.

42
43 Director Giles stated that Randy Johnson was promoted to Park Foreman and Ken Rymer was
44 promoted to Park Superintendent. Dusty Boren serves as the Sexton for the Cemetery and Dave
45 Thurston was transferred from the Parks Department to the Cemetery as the Assistant Sexton.
46 Director Giles stated that things are going well in the department.

1 **6) CONTINUED PUBLIC HEARING TO CONSIDER FOR ADOPTION AN**
2 **ORDINANCE (2013-25) AMENDING CHAPTER 10-11g, DOWNTOWN MIXED**
3 **USE OVERLAY ZONE (DMU), OF THE PLEASANT GROVE CITY CODE,**
4 **REGARDING THE PERMITTED USE OF MULTI-FAMILY UNITS NOT**
5 **ATTACHED TO COMMERCIAL, AND AN ASSOCIATED MAXIMUM DENSITY**
6 **OF 16 UNITS PER ACRE, ETC. (ZANE MORRIS, APPLICANT). (OLD FORT,**
7 **LITTE DENMARK, AND STRINGTOWN NEIGHBORHOOD) (Continued from the**
8 **July 16, 2013 meeting) Presenter: Director Young.**
9

10 Community Development Director, Ken Young, stated that the above matter is an ongoing
11 discussion item. The Thorneberry Apartments are considering an expansion through their property
12 to the Gray property. He reported that the ordinance no longer allows for the development of multi-
13 family housing if it is not attached to commercial. This particular expansion was anticipated and
14 envisioned over 10 years ago but for various reasons was not approved.
15

16 Director Young stated that under the direction of the City Council and after the Planning
17 Commission's review, the applicant representing Thorneberry, Zane Morris, met with the owners of
18 the Gray property to present a proposed development. Mr. Morris looked at the recently approved
19 Greenhouse Building as a concept for how to develop the Thorneberry Property so that there will be
20 a similar arrangement for parking and a similar type of building. Due to the Council's request,
21 Mr. Morris looked into building only one building with 24 units instead of his originally proposed
22 two buildings.
23

24 Director Young stated that staff feels the proposed plan is a win/win situation. The City will be able
25 to accomplish the provision for commercial development and Thorneberry is able to accomplish the
26 expansion of their project by 24 units and will utilize property that is away from the street frontage.
27 In order to develop the project the City ordinance needs to be amended.
28

29 Director Young stated that the request is for the Council to look at the proposed amendments to the
30 ordinance and make a decision. The amendment will add a conditional use to the permitted and
31 conditional uses, specifically multi-family dwellings not attached to commercial. The expansion of
32 existing developments only would apply to the setback minimum of 100 feet. This will limit the
33 changes in the ordinance to apply only to the Thorneberry property because there are no other
34 existing projects in the downtown area.
35

36 Director Young stated that there must also be an amendment to the maximum residential densities.
37 The ordinance currently only allows for 16 units per acre and this development would include 24
38 units. Director Young stated that a few other minor changes are needed to make the ordinance work
39 with the proposed amendments. There will be verbiage changes relative to parking so that it relates
40 to all multi-family dwellings and so that there is one garage for each new unit except when they fall
41 into this new use category. In multi-family developments under this use category an attached
42 garage is not required. There is a specific new requirement for walkways that states that new
43 walkways will match the existing project.
44

45 Director Young stated that the amendments are crafted for this particular property to develop as
46 requested and as shown and discussed.
47

1 Mr. Morris was present and available to answer questions. Mayor Call was pleased that both sides
2 were able to work together to accomplish the goals of the City and Thorneberry.

3
4 Council Member Jensen asked if the Gray property will remain with Mr. Morris. Mr. Morris stated
5 that the commercial portion will continue to be owned by Gray. Because of the commercial market
6 he felt that some sort of commercial will likely utilize what exists currently until someone wants to
7 develop something different.

8
9 Mayor Call opened the public hearing. There were no public comments. The public hearing was
10 closed.

11
12 **ACTION:** Council Member Jensen moved to approve Ordinance 2013-25 amending Chapter 10-
13 11g, Downtown Mixed-Use Overlay Zone of the Pleasant Grove City Code regarding the permitted
14 use of multiple-family units not attached to commercial and an associated maximum density of 16
15 units per acre. Council Member LeMone seconded the motion. A public hearing was held. A voice
16 vote was taken and the motion passed unanimously with Council Members Jensen, LeMone, and
17 Robinson voting “Aye.”

18
19 7) **CONSIDER THE APPROVAL OF A 4-LOT FINAL PLAT CALLED HARDMAN**
20 **SUBDIVISION PLAT B FOR PROPERTY LOCATED AT APPROXIMATELY 372**
21 **EAST 1100 NORTH IN THE R1-8 (SINGLE FAMILY RESIDENTIAL) ZONE.**
22 **(MONKEY TOWN NEIGHBORHOOD) Presenter: Director Young.**

23
24 Director Young presented the staff report and stated that the request is for a simple plat that divides
25 the property into four lots. Lot 1 will be divided into three lots, which had been anticipated since
26 2007 when the Hardmans approached the Board of Adjustment and were granted two variances for
27 the lot width and the flag stem width. What was proposed was anticipated by the City and there
28 were no concerns. Tonight’s action simply finalizes the plat.

29
30 Council Member Jensen asked if there were any issues with respect to fire access. Director Young
31 stated there will be a T-turnaround. Fire Chief, Marc Sanderson, had looked at the turnaround and
32 was satisfied with it.

33
34 **ACTION:** Council Member Jensen moved to approve the proposed four-lot final plat to be called
35 the Hardmans Subdivision Plat B located at approximately 372 East 1100 North in the R-1-8
36 Single-Family Residential Zone. Council Member Robinson seconded the motion. The motion
37 passed with the unanimous consent of the Council.

38
39 8) **TO CONSIDER THE REQUEST OF STAKER PARSON COMPANIES FOR A**
40 **PERMIT TO EXCEED THE NOISE ORDINANCE FOR THE UDOT STATE**
41 **STREET IMPROVEMENT PROJECT Presenter: Attorney Petersen.**

42
43 City Attorney, Tina Petersen, stated that roughly one month ago she received a request from UDOT
44 Contractor, Daniel Parsons, who requested a variance to the Noise Ordinance for the State Street
45 widening project. The variance was requested because they have been required to do some of the
46 work at night in order to minimize the traffic shut down. The Noise Ordinance provides for an
47 exception to be granted by the Mayor and the City Council for special projects such as this.

1
2 Attorney Petersen stated that this is the first of two or three variance requests that is specifically for
3 the installation of underground pipe on 300 East. The work will be done August 5 and 6. Every
4 effort will be made to notify residents who live near the work site. Even with the variance the
5 workers cannot exceed 105 DBAs between the hours of 10:00 p.m. and 7:00 a.m. The variance will
6 be good from August 5 to 10 only. Attorney Petersen said that the entire project should go from the
7 beginning of July through the end of October or November. There will be some milling and paving
8 work taking place along State Street in Pleasant Grove.

9
10 Council Member LeMone asked if the City is requiring UDOT to notify the residents. Attorney
11 Petersen's understanding was that it is in the contract but she would verify that. Aaron Mencer is
12 over public involvement in the UDOT project. He explained that they are required to provide fliers
13 to the residents and will try to do that five days before the project begins. The flier includes a 24-
14 hour hotline to provide information and answer questions. Mr. Mencer stated that they will likely
15 notify all residents up to the next cross street. The work is not overly loud the entire night and
16 stated that they try to be responsible and thoughtful.

17
18 **ACTION:** Council Member Jensen moved to approve the request by Staker Parson Companies for
19 a permit to exceed the Noise Ordinance for the UDOT State Street Improvement Project. Council
20 Member LeMone seconded the motion. The motion passed with the unanimous consent of the
21 Council.

22
23 9) **DISCUSSION ON THE EMERGENCY OPERATIONS PLAN Presenter: Sherri**
24 **Atwood.**

25
26 Sherri Atwood reported on the recent National Academy Conference and stated that they were
27 taught great concepts and learned a great deal about different disciplines pertaining to emergency
28 response. They especially enjoyed the live EOC practice. They also benefitted from other cities
29 who shared their real life experiences involving flooding and wildfires. Ms. Atwood stated that the
30 City has made great progress in the last few years but there is a lot of work still to be done.

31
32 Ms. Atwood stated that after EMI she attended an emergency planning course in Salt Lake City.
33 Expert planners shared how they wrote their Emergency Operations Plan. Pleasant Grove is on the
34 right track and she felt positive about the direction the City is moving.

35
36 Ms. Atwood distributed the draft Emergency Plan to the Council Members and informed them that
37 the Emergency Committee meets and works on the plan. Department heads and others attend the
38 meetings. She suggested it be a community plan and she hoped to involve community members in
39 the committee meetings.

40
41 The first section of the plan is an operational conceptual description that outlines the intent of the
42 plan for Pleasant Grove. The second section contains a copy of the Declaration of Emergency. The
43 third section shows the delegation of authority. The fourth tab is ESF, Emergency Support
44 Functions, which describes who does what in each situation. The City is currently focusing on ESF
45 six, which deals with sheltering. Director Giles heads the agency that would oversee the sheltering
46 functions for the City. They are working with the Red Cross to finalize the details.

1 Council Member LeMone asked if this is the first time that a physical Emergency Plan has been
2 compiled. Attorney Petersen stated that there has been a plan before but this is the most updated
3 version and the format follows FEMA guidelines. Ms. Atwood explained that the Plan is closely
4 aligned with the State of Utah's plan. In response to a question raised by Council Member LeMone,
5 Ms. Atwood stated that the goal is to attend emergency trainings when possible. She remarked that
6 the EMI training was preparedness and response training and the next one will be a recovery
7 training. She noted that the grant covers the majority of the costs each year.

8
9 City Administrator, Scott Darrington, stated that there are four sections of the training that will
10 benefit the City and noted that this is the first time Pleasant Grove has attended this type of training.

11
12 Ms. Atwood stated that they would like the basic part of the Plan to be public record and posted
13 online. The more tactical and specific pieces of the Plan will be protected records. Chief Smith
14 stated that the Plan involves what the City will do and not what citizens will do during a disaster.
15 There is a great deal of information for FEMA and other related sites for citizens to review. Chief
16 Smith reported that the State has a lot of information for citizens on their website as well.

17
18 Administrator Darrington indicated that once they have created the plan they will meet with
19 churches and community members for training. The Red Cross will assist in CERT training as well.
20 Council Member LeMone suggested a one-page information sheet be created for citizens.

21
22 Ms. Atwood requested that the Council Members read the plan. Council Member Jensen thought
23 that in order to be compliant the Council will have to pass NIMS compliance sections. Chief
24 Sanderson stated that the only way the City can be eligible for federal funds is to be NIMS
25 compliant. As long as they are working toward the goal of all employees and elected officials
26 becoming NIMS certified, they are considered to be in compliance. Administrator Darrington
27 stated that the City has hosted 300 to 400 level courses during the year so most of the staff is
28 certified.

29
30 Ms. Atwood stated that the Basic Operation Plan will be presented to the Council for approval once
31 it is complete.

32
33 **10) DISCUSSION ON AGENDA ITEMS FOR THE AUGUST 7, 2013 CITY COUNCIL**
34 **MEETING.**

35
36 Mayor Call stated that there were be consent agenda items as well as an open session. The one
37 business item will be a discussion regarding property taxes. Mayor Call stated that the meeting is
38 scheduled to begin at 6:00 p.m. and a tour will take place prior to the public hearing.

39
40 **11) MAYOR, CITY COUNCIL AND STAFF BUSINESS**

41
42 Administrator Darrington reported that he will be gone the remainder of the week and will not have
43 access to email or phone. The info for the August 7 meeting was distributed and the videos were
44 expected to be completed soon. Any questions were to be addressed to the Mayor in his absence.

45
46 Chief Sanderson stated that they took advantage of the ordinance put in place for Wild Land
47 Firefighting and sent their first deployment consisting of a single resource two paramedic

1 ambulance to the Spanish Fork fire last week. Due to the rainstorm, however, they were only
2 needed for one day. The reimbursement was \$1,200.

3
4 In response to a question raised by Council Member Robinson, it was reported that the August 7
5 meeting will be held at the Fire Station.

6
7 Council Member LeMone asked for an update on the Promenade. Assistant Larson stated it has
8 gone well and there has been very good attendance. The first and second place winners last weeks
9 singing competition were to perform again this week.

10
11 **12) SIGNING OF PLATS**

12
13 The Flinders and the Earl's boundary line plats were signed.

14
15 **13) ADJOURN**

16
17 **ACTION:** Council Member Jensen moved to adjourn. Council Member LeMone seconded the
18 motion. The motion passed with the unanimous consent of the Council.

19
20 The City Council Meeting adjourned at 7:09 p.m.

21
22
23 This certifies that the City Council
24 Minutes of July 30, 2013 are a true,
25 full and correct copy as approved by
26 the City Council on September 3, 2013

27
28
29
30

Kathy T. Kresser, CMC, City Recorder

31
32
33 *(Exhibits are in the City Council Minutes binders in the Recorder's office.)*