

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
January 25, 2011

PRESIDING:	Don Wood	Mayor
PRESENT:	Marilyn Fryer	Councilmember
	Kathryn Murray	Councilmember
	Mark Shepherd	Councilmember
	Doyle Sprague	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Chris Hillman	City Manager
	Brian Brower	City Attorney
	Adam Lenhard	Community Development Director
	Scott Hodge	Public Works Director
	Mike Stenquist	Assistant Police Chief
	Tracy Heun	Community Services Director
	Bob Wylie	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: There were no visitors.

Mayor Wood called the meeting to order at 6:06 p.m.

DISCUSSION ON THE REPAYMENT OF THE 200 SOUTH OVERPASS REPAIR BONDS

Bob Wylie, Administrative Services Director, stated the City had recently received settlement funds in the amount of \$750,000 specific to the bridge settlement with Gilson Engineering. He explained the payoff figure of the bond with Wells Fargo Bank was \$800,352. He reminded the Council the City originally borrowed three years worth of interest and reported there was a remaining balance of \$48,862 in the capitalized interest account. He concluded if the City used the \$750,000 settlement and the \$48,862 in the interest account toward paying off the bond, the remaining balance would be approximately \$1,490. Mr. Wylie proposed using funds from the General Fund in that amount to completely payoff the bond that was issued in May 2008.

Chris Hillman, City Manager, explained and reviewed the history associated with funding the 200 South overpass repair project. He commented the City was fortunate the received settlements had allowed for the repayment of the bond within three years.

Mr. Wylie pointed out the transaction entries would be reflected in June with the reopening of the budget. He mentioned the City had been making annual interest payments; however, this would be the first principal payment.

Mayor Wood inquired how paying off the bond would affect the City's bonding capacity. Mr. Wylie responded this specific bond was an Excise Tax Bond which would allow the City a little capacity for future bonding. Mr. Hillman commented the payoff would not necessarily impact ratings only capacity.

Mr. Wylie stated he would proceed in paying off the bond as there were no objections from the Council.

DISCUSSION ON THE CONSOLIDATED FEE SCHEDULE

Bob Wylie, Administrative Services Director, explained it was time for the City to update the fees for water meters listed on the Consolidated Fee Schedule to more adequately reflect the costs of the meters. In addition to that update, Mr. Wylie proposed implementing a ten percent administration fee to the price of the water meters to cover the City's costs associated with obtaining and installing the meters. He explained and reviewed the different proposed fees associated with meter installation. He pointed out installation of any meter greater than two inches would require a public works crew to install and that cost would be assessed the public works hourly rate.

Adam Lenhard arrived at 6:12 p.m.

Mayor Wood inquired if the proposed installation fee would be implemented for water meter replacement. Mr. Wylie clarified the proposed installation costs would be applicable to only new construction/development and reported the City issued 32 residential building permits last year. Councilmember Murray stated she had the same question and believed it would be applicable to all new water meters and requested further clarification. Mr. Wylie responded the proposed new fee would be applicable if a resident desired to upgrade from a smaller meter but emphasized no fee would be assessed if a new transponder was replaced in a broken meter.

Mayor Wood inquired if other cities assessed a similar fee. Mr. Wylie indicated he was not familiar with other cities' policies regarding water meter replacement. Adam Lenhard, Community Development Director, responded he believed other cities had adopted similar fees.

Councilmember Young inquired if a cost study had been completed to determine if the proposed fees covered the administrative costs. Mr. Wylie responded he had not completed such study.

DISCUSSION ON COMMUNITY GROUPS ROOM RENTALS

Tracy Heun, Community Services Director, distributed a hand-out explaining the need for a reduced room rental rate for community based groups to use the Community Center. She emphasized the proposal was for the Community Center at the old city building only. She summarized the City's current fees and explained many of the non-profit groups could not afford

the established room rental fees. She expressed a desire for the Council to determine a reasonable fee to allow these groups the opportunity to continue with their activities.

Ms. Heun proposed a one dollar per person per hour fee to accommodate the requests. She pointed out the proposal included a definition of a "Community Based Group" and reviewed the criteria and procedure for the discount rental rate.

Councilmember Fryer inquired if the proposal would accommodate the painter's group which had previously addressed the Council during citizen comments at a previous meeting. Ms. Heun responded it would.

Mayor Wood expressed concern about defining "community" and expressed concern about Clearfield City residents subsidizing activities at the Community Center for the benefit of those who do not reside within the City. Ms. Heun suggested if that were the issue, consideration should be given for all programs offered by the City such as softball, youth sports, fireworks, etc. She read from the Vision 2020 Strategic Plan Core Values to support the position of the room rental fee for community based organizations. She expressed her opinion the City subsidized residents within Davis County for many programs.

Mayor Wood expressed concern the organization would not be required to have one City resident in order to benefit from the reduced rate. Councilmember Fryer believed as long as the room wasn't excluding the use by another entity it would be better to use the facility as opposed to having it sit idle. Mayor Wood expressed the City always incurred a cost when rooms were rented in City facilities which at the very least included the cost for a building monitor.

Councilmember Young pointed out there were many programs which offered different rates for residents and non-residents. Ms. Heun commented the difference in that cost for recreational programs was only \$5 which didn't even cover the additional cost to subsidize the program. She pointed out if the City desired to assess the full cost for a non-resident to participate in Junior Jazz it would be cost prohibitive.

Councilmember Murray inquired what the art group had been paying for the use of the multi-purpose room in the past. Ms. Heun believed it to be approximately \$5 and then was increased to around \$10 per hour. She indicated a new proposal could be considered which was more than \$1 per hour yet not as expensive as the current fee.

Ms. Heun reported she had called similar facilities and the proposed fee was comparable to even the Bountiful Davis Art's Center rate. She indicated she was willing to consider other fees suggested by the Council. A discussion on alternative pricing options took place.

Chris Hillman, City Manager, commented any attempt by staff to calculate what each group could afford would be useless. He continued staff had received feedback from the existing

community based groups reflecting they couldn't afford the City's current rates which was a more "principle" based philosophy.

Mayor Wood inquired as to what these community based groups had been doing since the Council implemented the current fee structure. Ms. Heun responded many of those groups dissolved.

Mayor Wood asked about a building monitor for the rentals. Ms. Heun responded if the rental were during business hours the City would unlock the doors and lock them when needed and during the evening hours there was usually a building monitor for other functions already taking place.

A discussion took place regarding the option of requiring a percentage of participants or someone from the group be a resident of the City.

Mayor Wood expressed his opinion the rental fee, at a minimum, should cover the cost of a building monitor. Ms. Heun responded a minimum fee could be added to the proposal. Councilmember Young suggested increasing the per person cost to \$2 per person. A discussion took place to these considerations.

The Council directed Ms. Heun to set the new fee at \$2 per hour, per person with a \$10 minimum to max out at the standard rate with the requirement the applicant to be a resident. Mayor Wood suggested the City consider a deposit. Ms. Heun responded the City could require a credit card upon execution of the rental agreement. Brian Brower, City Attorney, suggested the definition in the proposal be modified and shared suggestions. A discussion took place.

The meeting adjourned at 6:50 p.m.

**APPROVED AND ADOPTED
This 8th day of February, 2011**

/s/Doyle Sprague, Mayor Pro Tem

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, January 25, 2011.

/s/Nancy R. Dean, City Recorder