

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
May 10, 2011

PRESIDING:	Don Wood	Mayor
PRESENT:	Kathryn Murray Doyle Sprague Bruce Young	Councilmember Councilmember Councilmember
PRESENT: VIA TELEPHONE:	Mark Shepherd	Councilmember
EXCUSED:	Marilyn Fryer	Councilmember
STAFF PRESENT:	Adam Lenhard Brian Brower Valerie Claussen Stacy Millgate Scott Hodge Kim Dabb Tracy Heun Greg Krusi Summer Palmer Bob Wylie Steve Guy Jessica Hardy Kim Read	Interim City Manager City Attorney Acting Community Development Director CDBG Coordinator Public Works Director Operations Manager Community Services Dir. Police Chief Human Resource Manager Administrative Services Director City Treasurer Accounting Technician Deputy City Recorder
EXCUSED:	Nancy Dean	City Recorder

VISITORS: Mike LeBaron, Brittany Kraus, Kim Kraus, Jeff Schmidt, Scott Gardner

Mayor Wood informed the citizens present that if they would like to comment during Citizen Comments or the Public Hearings there were forms to fill out by the door.

Mayor Wood stated Councilmember Shepherd would be participating in the meeting via electronic means. Roll call attendance was taken.

Youth City Councilmember Amber Seidel conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE APRIL 26, 2011 REGULAR SESSION

Councilmember Sprague moved to approve the minutes from the April 26, 2011 regular session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

PUBLIC HEARING TO RECEIVE COMMENT ON CLEARFIELD CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2011 - JUNE 30, 2012

A copy of the proposed 2011/2012 Community Development Block Grant (CDBG) One-Year Action Plan had been provided to the City Council. Citizens were given the opportunity to review the One Year Action Plan in the Community Development Department from March 23, 2011 until April 21, 2011. No written comments were received during this time period.

Stacy Millgate, CDBG Coordinator, outlined the proposal for the CDBG funds for the 2011/2012 Program Year. She stated the City would receive approximately \$209,000 for the program year and explained \$12,100 was designated for the Clearfield Youth Resource Center, \$9,160 for the Family Connection Center to be used for the crisis care nursery, Davis Community Housing Authority was allocated \$10,200 which would be used for the Emergency Home Repair Program, and \$37,000 for CDBG Administrative costs with the remaining \$137,000 to be used for an infrastructure project on 100 North.

Mayor Wood declared the Public Hearing open at 7:09 p.m.

Mayor Wood asked for public comment.

There was no public comment.

Councilmember Murray moved to close the public hearing at 7:09 p.m., seconded by Councilmember Sprague. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

PUBLIC HEARING TO CONSIDER A REQUEST BY RULON C. GARDNER AND CHRIS GAMVROULAS FOR AN AMENDED FINAL SUBDIVISION PLAT FOR PARK VILLAGE PHASE 1 AND PHASE 2 WHICH IS ZONED R-2 AND LOCATED IN THE VICINITY OF THE SOUTHWEST CORNER OF 300 NORTH AND 1000 WEST

Adam Lenhard, Acting City Manager, explained Gardner Park Village LLC and Clearfield Park Village LLC submitted a joint application to the City to amend the subdivision plats in Park

Village. He explained the primary purpose for amending the subdivision plat was to distribute a long narrow strip of open space between two rows of building lots to the adjacent lots, making them larger. He indicated the open space would not be able to function as originally intended for the development.

The amendment would abandon Parcel A (REF TIN: 12-693-0030) and distribute the parcel between lots 8 through 13 and 41 through 46 (TINS: 12-693-0008 through 12-693-0013 and 12-712-0041 through 12-712-0046). The Planning Commission opened the Public Hearing at their March 16, 2011 meeting and approved to continue the item to the April 20, 2011 Planning Commission meeting, at the request of the applicants. The Planning Commission recommended approval. This public hearing was opened and continued from the March 22, 2011 City Council Meeting.

Mayor Wood asked for public comment.

There was no public comment.

Councilmember Young moved to close the public hearing at 7:10 p.m., seconded by Councilmember Sprague. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None.

Councilmember Fryer was not present for the vote.

CITIZEN COMMENTS

Amber Seidel, Youth City Council, read a letter explaining the experiences and opportunities encountered by the Youth City Council (YCC) while attending a leadership conference at Utah State University. She shared specifics regarding the workshops attended by the YCC. She informed the Council the YCC had placed 7th out of the participating 29 Councils. She expressed appreciation to the Mayor, Council, Councilmember Young and Natalee Flynn, YCC Advisor, for allowing the YCC the opportunity to attend the conference and presented a display board to the City illustrating the accomplishments of the YCC throughout the previous year.

Mayor Wood expressed appreciation to Councilmember Young and Natalee Flynn, YCC Advisor, for their assistance in mentoring members of the YCC. He acknowledged Mike LeBaron in the audience for the vision he had as a councilmember in implementing the YCC during his time on the City Council.

APPROVAL OF THE ADOPTION OF CLEARFIELD CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2011 - JUNE 30, 2012

A copy of the proposed 2011/2012 Community Development Block Grant (CDBG) One-Year Action Plan has been provided to the City Council. Citizens were given the opportunity to review the One Year Action Plan in the Community Development Department from March 23, 2011 until April 21, 2011. No comments were received during this time period.

Councilmember Sprague moved to approve the CDBG One-Year Action Plan for 2011/2012 and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None.

Councilmember Fryer was not present for the vote.

Mayor Wood expressed appreciation and praised Ms. Millgate for her work in completing the necessary paperwork which keeps the City compliant with federal guidelines allowing it to continue to receive CDBG funds.

APPROVAL OF ADDENDUM NO. 3 TO THE PARK VILLAGE DEVELOPMENT AGREEMENT

Park Village Development Agreement, Addendum No. 3, is an amendment that modified a referenced plat exhibit, modified the project open space, clarified remaining project improvements and timing, and other properly related matters thereto. The property was zoned R-2 and located in the vicinity of the southwest corner of 300 North and 1000 West. The Planning Commission unanimously recommended approval of the amendment to the Development Agreement on April 20, 2011.

Councilmember Shepherd declared he had an interest in the Park Village development as he represented the Gardner's in marketing their properties.

Councilmember Young moved to approve Addendum No. 3 to the Park Village Development Agreement and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None.
Councilmember Fryer was not present for the vote.

APPROVAL OF THE PARK VILLAGE AMENDED SUBDIVISION PLAT

Councilmember Sprague moved to approve the Park Village Amended Subdivision Plat and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. **The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None.** Councilmember Fryer was not present for the vote.

ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2011/2012 AND SET A PUBLIC HEARING TO RECEIVE PUBLIC INPUT ON THE BUDGET

The Tentative Budget as presented to the Council for adoption was a balanced budget for all funds. The certified tax rate had not been received from Davis County.

Bob Wylie, Administrative Services Director, expressed appreciation to Steve Guy, City Treasurer, and Jessica Hardy, Accounting Technician, for their effort in compiling the Tentative Budget. He emphasized the document included all funds and pointed out it was a balanced budget. He reviewed with the Council where the expenditures, revenues and divisions could be located in the document. He directed the Council to the Capital Project portion of the document which reflected the \$300,000 for appropriated road projects. He pointed out the Certified Tax Rate would be received in mid-June from the County.

Mayor Wood also expressed appreciation to Mr. Wylie, Mr. Guy and Ms. Hardy for their work in assembling the budget document during the difficult economic conditions.

Councilmember Murray moved to approve the fiscal year 2011/2012 Tentative Budget and set a public hearing on the budget for Tuesday, June 14, 2011, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

APPROVAL OF THE AWARD OF THE CONTRACT FOR ENERGY EFFICIENT LIGHTING UPGRADE

The City had been awarded a grant through the American Recovery and Reinvestment Act to upgrade and retrofit lighting fixtures and various components to become more energy efficient in various buildings throughout the City. Staff solicited bids for labor to complete the project. Materials for the project would be purchased through State Contract pricing. The lowest responsible bidder for the project was Positive Power located in Ogden, Utah in the amount of \$15,664. This amount also included disposal of the lighting tubes that will no longer be used.

Councilmember Sprague moved to award the contract to Positive Power for an energy efficient lighting upgrade project and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

APPROVAL OF FUNDING FOR THE PURCHASE AND INSTALLATION OF A NEW SUBMERSIBLE MOTOR FOR THE 700 SOUTH WELL

The City received bids from contractors to provide and install a new submersible motor for the 700 South Well. The City staff reviewed the bids and recommended awarding the contract to Delco Western with the bid amount of \$86,715.87 for the new submersible motor and \$9,115 for the replacement of the electrical service cable, for a total cost of \$95,830.87. Delco Western estimated it would take ten weeks to receive the new motor and one week to complete the installation for a total of eleven weeks to complete the project.

Councilmember Young moved to approve the award of bid to provide and install a new submersible motor for the 700 South Well to Delco Western, bid amount for the motor of \$85,715.87 and \$9,115 for the electrical cable, for a total cost of \$95,830.87; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

COMMUNICATION ITEMS:*Mayor Wood*

1. Informed the Council a request from Clearfield High for the senior graduation had been received and the check had been processed.
2. Reported he also had received a request from Syracuse High for its senior graduation party. He indicated the check was in process.

3. Announced the resignation of Tracy Heun, Community Services Director, after 21 years with the City. He indicated she had accepted a new position with Hogan Construction. He expressed his opinion it would be difficult for the City to find someone as qualified as she.

Councilmember Murray – nothing to report.

Councilmember Shepherd – Expressed appreciation at being allowed to participate during the meeting electronically.

Councilmember Sprague – Stated he would miss Ms. Heun and was happy for her and the new job opportunity. He agreed with the Mayor's comments specific to recruiting a candidate with her capabilities.

Councilmember Young – Expressed appreciation to Ms. Heun for her service to the City.

Adam Lenhard, Interim City Manager

1. Thanked Ms. Heun for her years with the City and stated it had been a honor working with her.
2. Expressed appreciation to the Administrative Services staff in presenting a balanced budget during the difficult economic climate.

STAFFS' REPORTS

Kim Read, Deputy City Recorder – Informed the Council of a possible special session on Tuesday, May 17, 2011. Policy session on May 24, 2011 and a possible work session on June 7, 2011 with a regular policy session on June 14, 2011.

Councilmember Young moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency at 7:37 p.m., seconded by Councilmember Sprague . The motion carried upon the following vote: Voting AYE – Councilmembers Murray, Shepherd, Sprague and Young. Voting NAY – None. Councilmember Fryer was not present for the vote.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 24th day of May, 2011**

/s/Don Wood, Mayor

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, May 10, 2011.

/s/Nancy R. Dean, City Recorder

