

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
July 17, 2012

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Mike LeBaron	Councilmember
	Kathryn Murray	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	Brian Brower	City Attorney
	JJ Allen	Assistant City Manager
	Scott Hodge	Public Works Director
	Eric Howes	Community Services Director
	Greg Krusi	Police Chief
	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 6:05 p.m.

DISCUSSION ON FOURTH OF JULY FESTIVITIES

JJ Allen, Assistant City Manager, informed the Council that Marliss Scott and Natalee Flynn, Special Events Coordinators, had contacted vendors to gauge interest in participating in a wings festival. He reported ten vendors were contacted and two declined to participate. He indicated contact had also been initiated with other festival organizers to determine what should be implemented for a successful event.

Councilmember Shepherd shared a brief history of how Trolley Wing company had evolved from Wing Nuts. Mr. Allen reviewed the distributed handout reflecting comments/ideas for a successful event:

- Only one vendor expressed concern that no alcohol would be sold at the festival
- One vendor expressed concern with scheduling the event on the Fourth of July. Mr. Allen mentioned this was also a concern for City staff.
- The selling of wings doesn't bring in significant revenue so what would be the motivation to the participating vendor.
- Cooking wings is complicated and how would this be accomplished.
- Wing purchases and pricing needs to be carefully structured.

Mr. Allen expressed concern about the required work force for a wings festival and previous dependency on volunteers within the community. Councilmember Bush stated the Youth City Council should be heavily involved. Councilmember Shepherd suggested the involvement of the Kiwanis Club and pointed out Clearfield and Layton chapters would be merging. Mr. Allen stated the use of employees from other department would be imperative.

Mr. Allen added a day long festival would need to be combined with a variety of other activities to promote the wingfest: musical concerts, children activities such as inflatables and other vendors and contests.

A discussion specific to the location of large shade tents, generators and the other festivities such as the stage and inflatables associated with the Fourth of July celebration took place. Mayor Wood suggested closing 1000 East and involving Clearfield High School. Councilmember Shepherd believed the inflatables and tents should be removed prior to the fireworks. Erik Howes, Community Services Director, reported the vendor tents were removed the following day. Adam Lenhard, City Manager, indicated the city would be using most of the tents from the region to provide the necessary shade during the day and expressed concern about providing the needed electricity for such an event.

Mr. Allen believed the cost to put on an event of this magnitude would be significant and had no previous experience to draw from in providing data on the exact cost to the Council. He indicated the City would want to look for sponsors in addition to tourism dollars.

Mr. Lenhard emphasized the City would want to do the event right the first time and expressed concern how Ms. Flynn and Ms. Scott could add the time needed to organize this event in conjunction with their regular work load. Councilmember Shepherd suggested the implementation of a planning committee consisting of vested individuals.

Councilmember Murray inquired about the interest of an event during the heat of the afternoon and believed that contributed to the elimination of festivities at the park following the parade. Councilmember LeBaron shared his experience of working in a booth during the day when the City offered that type of event and believed there seemed to be enough interest. Mayor Wood added some vendors decided to no longer participate in the City's event because it wasn't worth their time. A discussion took place to what could be included which would make the event successful.

Mr. Lenhard requested input and direction from the Council on whether staff should proceed with organizing the wings festival. The Council stated it was in favor of moving forward with the wings fest and directed staff to move forward. Mr. Allen emphasized the event would need significant resources in order to make it successful. Mayor Wood pointed out the challenges associated with recruiting volunteers for the Fourth of July due to other family traditions or vacations.

Councilmember LeBaron pointed out the City really didn't know a lot of specifics right now but would gain knowledge by visiting other events. Councilmember Murray mentioned the City wasn't too early in its planning for this type of event and shared some examples. Councilmember Young believed it would be critical to assemble the committee now which could be involved with the planning process from the beginning. Councilmember LeBaron suggested if the Fourth of July was not a good time for the wingfest it could be planned to take place another time of year such as a fall festival.

A discussion took place regarding neighboring city celebrations not happening on the Fourth of July. Councilmember Young believed the City's event was the premiere event for the Fourth of July. Mayor Wood mentioned the advertising of the event even to City residents would be critical to its success because the City had moved away from activities taking place at the park between the parade and fireworks.

Mr. Allen stated staff would move forward and continue to keep the Council informed on the information obtained from other events.

DISCUSSION ON THE CITY FLEET

Scott Hodge, Public Works Director, stated funds had been appropriated to purchase some new vehicles for the City's fleet and distributed a handout reflecting the State contract costs used in purchasing vehicles. He explained the need to purchase a three quarter ton pickup instead of a half ton pickup truck and pointed out the price difference. A discussion took place regarding the different features associated with each of the vehicles and the Council agreed with Mr. Hodge's recommendation to purchase the higher powered vehicle. Mr. Lenhard suggested the fleet committee determine the specific features needed for the vehicle.

DISCUSSION ON DOWNTOWN REDEVELOPMENT

JJ Allen, Assistant City Manager, stated the City was considering providing assistance with the demolition of the buildings on the property located on the northwest corner of Center Street and Main Street owned by Jerry Knight. He believed the improvement would make the property more attractive to a developer. He informed the Council the demolition contractor, Utah Correctional Industries (UCI), didn't have an actual cost for the demolition but would be providing that at a later date. He explained UCI was the same contractor who completed the demolitions on 700 South for UDOT and noted the labor would be provided by prison inmates.

Councilmember LeBaron inquired if a determination had been made specific to any environmental concerns associated with the buildings. Mr. Allen responded asbestos had been located in the floor of the building. He continued there was a fair amount of asphalt and concrete located on the property and the contractor would need to know if that would be included in the

demolition or whether the demolition would consist entirely of the buildings. Mr. Lenhard added the site was pretty clean as far as remediation of the facilities.

Councilmember Murray inquired about the acreage of the property. Mr. Lenhard responded after inclusion of the City's property, it was approximately four to four and one half acres. A discussion took place regarding neighboring parcels of property.

Mr. Allen stated once he obtained additional information regarding the demolition he would bring it before the Council in the future.

UPDATE ON VISION 2020

Adam Lenhard, City Manager, reminded the Council of the Vision 2020 public open house held earlier in the year and reported changes had been made to the strategic plan and brought before the Planning Commission. He expressed his opinion the City was on the right track with the proposed strategic plan.

He reviewed the proposed changes with the Council.

Economic Environment:

- Eliminate the welcome packet because it had been implemented.
- Eliminate the long range strategic plans for each project area in the CDRA because the CDRA budget had been drafted using that specific tactic. He pointed out one of the tactics identified in the Downtown Clearfield Area of Emphasis was to facilitate the construction and operation of a business meeting center. He commented this had been recognized as a need from business owners within the community.

Social Environment:

- Design and engineer the West Park Village Park and the last phase of Barlow Park. He mentioned these projects had been appropriated for during the budget process.
- Plan and administer "Clearfield University" on an annual basis.

Councilmember Murray inquired if the City were keeping the previous plans which would reflect and measure the City's progress in completing the identified strategies and tactics. Mr. Lenhard responded the completed items would be included in a separate document which would reflect the eliminated items from previous plans. He mentioned they would also be included on the City's web page.

Mayor Wood also inquired what measures were in place to keep those items completed and removed from the plan, continuing to be perpetuated as a focus for future staff or elected officials. Councilmember Murray suggested keeping those items in the Plan with a notation reflecting it had been accomplished. Mr. Lenhard explained the difficulty in doing that yet keeping the document manageable. Councilmember Young expressed his opinion it would be a

good idea to have another document reflecting what had been completed to be used hand in hand with the Vision 2020 Strategic Plan. Mr. Lenhard agreed with Councilmember Young's suggestion in having that document be an exhibit to the Vision 2020 Strategic Plan with the inclusion of a summary explaining the implementation/completion process.

Mr. Lenhard directed the Council to the handout reflecting the open house comments and mentioned some had been included in the Plan. Councilmember Murray believed the Strategic Plan had been good to determine the City's direction which had not been previously identified and believed it had been instrumental to measure success. A discussion took place during which the councilmembers each expressed their opinions and suggestions for the Plan. Mr. Lenhard stated an appendix would be included in the final 2012 draft for adoption at the next policy session on August 14, 2012.

The meeting adjourned at 7:05 p.m.

**APPROVED AND ADOPTED
This 14th day of August, 2012**

/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, July 17, 2012.

/s/Nancy R. Dean, City Recorder