

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
June 12, 2012 – REGULAR SESSION

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

Mission Statement: To provide leadership in advancing core community values; sustain safety, security and health; and provide progressive, caring and effective services. We take pride in building a community where individuals, families and businesses can develop and thrive.

6:00 P.M. WORK SESSION
Youth City Council Interviews and Discussion

(Any items not addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)

7:00 P.M. REGULAR SESSION

CALL TO ORDER:	Mayor Wood
OPENING CEREMONY:	Councilmember Bush
APPROVAL OF THE MINUTES:	April 10, 2012 – Work Session May 22, 2012 – Regular Session

PRESENTATION:

1. **PRESENTATION TO STEVE RASMUSSEN FOR HIS SERVICE AS A MEMBER OF THE PARKS & RECREATION COMMISSION**

BACKGROUND: Steve Rasmussen has served the City as a member of the Parks & Recreation Commission and recently resigned. Mayor Wood and the City Council desire to recognize Mr. Rasmussen for his service to the City.

2. **CLEARFIELD UNIVERSITY GRADUATION**

BACKGROUND: The City recently implemented Clearfield University, an eight week course, during which participating residents had the opportunity to gain an understanding of the operations of the City. The City Council desires to acknowledge those participants for completing the class.

PUBLIC HEARINGS:

3. **PUBLIC HEARING TO RECEIVE COMMENT ON THE 2012/2013 FISCAL YEAR BUDGET**

BACKGROUND: Utah Code requires cities to hold a public hearing regarding the adoption of the upcoming fiscal budget. The City staff has prepared and submitted to the Council a balanced tentative budget for the fiscal year 2012/2013 which begins July 1, 2012 and ends June 30, 2013. The submitted tentative budget was adopted on May 8, 2012 and includes all funds.

RECOMMENDATION: Receive public comment and close the public hearing.

4. PUBLIC HEARING TO RECEIVE COMMENT ON AMENDING THE LAND USE ORDINANCE TITLE 11, CHAPTER 3, CHAPTER 11, AND CHAPTER 13 FOR THE INCLUSION OF DEFINITIONS AND SUPPLEMENTARY STANDARDS FOR RETAIL TOBACCO SPECIALTY BUSINESSES

BACKGROUND: State legislation was recently enacted, commonly referred to as House Bill 95, which revised Utah State Code in establishing certain restrictions on the location of retail tobacco specialty businesses. The proposed text amendments reflect these changes made to State Code.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

5. CITIZEN COMMENTS

6. CONSIDER APPROVAL OF ORDINANCE 2012-03 AMENDING THE LAND USE ORDINANCE TITLE 11, CHAPTER 3, CHAPTER 11, AND CHAPTER 13 FOR THE INCLUSION OF DEFINITIONS AND SUPPLEMENTARY STANDARDS FOR RETAIL TOBACCO SPECIALTY BUSINESSES

RECOMMENDATION: Approve Ordinance 2012-03 amending the Land Use Ordinance Title 11, Chapter 3, Chapter 11, and Chapter 13 for the inclusion of definitions and supplementary standards for retail tobacco specialty businesses and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF ORDINANCE 2012-04 AMENDING TITLE 4, CHAPTER 1 AND CHAPTER 11 ON RELATED MATTERS FOR RETAIL TOBACCO SPECIALTY BUSINESSES

RECOMMENDATION: Approve Ordinance 2012-04 amending Title 4, Chapter 1 and Chapter 11 on related matters for retail tobacco specialty businesses and authorize the Mayor's signature to any necessary documents.

CONSENT AGENDA:

8. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE ROSS DRIVE STORM DRAIN PROJECT

BACKGROUND: Bids were received from two construction companies to construct a storm drain pipeline from Ross Drive crossing to the west side of State Street. The lowest responsible bid was received from Brinkerhoff Excavating with a bid of \$109,107.

RECOMMENDATION: Approve the award of bid for the construction of a storm drain pipeline from Ross Drive to the west side of State Street to Brinkerhoff Excavating with a bid amount of \$109,107, and approve funding of the project for the bid amount of \$109,107 with contingency and engineering of \$40,693; for a total project cost of \$149,800 and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF THE AWARD OF PROPOSAL FOR THE PARKS CAPITAL FACILITIES PLAN, IMPACT FEE FACILITIES PLAN AND IMPACT FEE ANALYSIS

BACKGROUND: Staff solicited proposals for the completion of an Impact Fee Facilities Plan, Capital Facilities Plan, and Impact Fee Analysis. Three firms submitted proposals and each proposal was reviewed and ranked by staff based on the guidelines included in the Request for Proposals (RFP). Based on the review, staff is recommending that Lewis, Young, Robertson & Burningham (LYRB) be awarded the contract for the provision of these services.

RECOMMENDATION: Approve the Award of Proposal for the Parks Capital Facilities Plan, Impact Fee Facilities Plan and Impact Fee Analysis Contract to Lewis, Young, Robertson and Burningham (LYRB) and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF THE RENEWAL OF THE WINDOW CLEANING CONTRACT

BACKGROUND: Clearfield City contracted with Legacy Window Cleaning for window cleaning services on July 1, 2009. This contract is set to expire on July 1, 2012. The current agreement provides Clearfield City with "the right to renew the agreement for up to two (2) additional one (1) year terms." Legacy Window Cleaning Services has requested a slight increase of \$300 annually to cover rising fuel costs and this increase has been appropriated in the Fiscal Year 2013 budget.

RECOMMENDATION: Approve the renewal of the window cleaning contract extending the terms of the agreement, including the additional request of \$300 annually, and authorize the Mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

****ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE CDRA****

1. APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE MARCH 27, 2012 REGULAR SESSION

2. PUBLIC HEARING TO RECEIVE COMMENT ON THE CDRA 2012/2013 FISCAL YEAR BUDGET

BACKGROUND: Utah Code requires a public hearing regarding the adoption of the CDRA's upcoming fiscal budget. Staff prepared and submitted to the Board a balanced tentative budget for the fiscal year 2012/2013 which begins July 1, 2012 and ends June 30, 2013. The submitted tentative budget was adopted on May 8, 2012 and includes all funds.

RECOMMENDATION: Receive public comment and close the public hearing.

****CDRA MEETING ADJOURN****

Dated this 7th day of June, 2012.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.