

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 2, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	Brian Brower	City Attorney
	Adam Malan	Police Lieutenant
	Bob Wylie	Administrative Services Director
	Steve Guy	City Treasurer
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Scott Hodge	Public Works Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Sarah Hyde – BYU, Emilie Adams – BYU, Heidi Furness – BYU, Garrett Stone – BYU, Sierra Keung – BYU, David Luke – BYU, April Gordon – SR 193 Road Project, Randy Jefferies – UDOT (Utah Department of Transportation), Dan Wood, Christian Yoong, Johnathan Ward – Zions Bank

Mayor Wood called the meeting to order 6:05 p.m.

PRESENTATION ON RECREATION FEES AND PARTICIPATION

Eric Howes, Community Services Director, informed the Council that the City had been using a computer program known as CLASS for recreation management which tracked participation in programs and memberships at the Aquatic Center. He indicated that to fully utilize the capabilities of the software and reports it required a working knowledge of Crystal Reports. He reported the City had the opportunity to allow students from BYU (Brigham Young University) to review the collected data from previous years to determine statistical analysis. He believed the data would be of great value to the Community Services Department in planning for future recreation opportunities offered by the City.

Heidi Furness, BYU, announced the participating students were graduate students from the Marriott School of Management. Ms. Furness introduced the students participating in the study and reviewed the agenda of the evening's presentation.

She explained data had been obtained from the membership registration for classes/programs offered by the City's Community Services Department. She emphasized the data didn't reflect any information from "walk-in" participants at the Aquatic Center.

Garrett Stone, BYU, reported he would be sharing data specific to the Aquatic Center. He stated the majority of participants at the Aquatic Center were from Clearfield; however, there were participants from surrounding communities, Layton, Syracuse, and Ogden. He shared figures regarding the "trends in attendance" pointing out the Center was frequented most in the summer months of June and July. Adam Lenhard, City Manager, inquired if the graph reflected repeat patrons. Mr. Stone responded in the affirmative. He shared information specific to other trends including time of day, month usage, age of the patron, gender and residency.

Ms. Furness announced handouts of the presentation had been assembled and would be available to the Council.

Mr. Stone reported 65-70 percent of Clearfield Aquatic Center users were non-residents.

David Luke, BYU, shared results from a program analysis for the following programs: swim lessons, youth basketball, martial arts, and dance classes.

Ms. Furness summarized non-residents were coming to the Aquatic Center due to the programming. She commented the programs were geared more toward the youth and believed programming could be offered which would benefit adults. She shared options which could be implemented to increase revenue and pointed out the City could also incur ramifications if it chose to increase the price for the non-resident participation. She suggested the City could collaborate with neighboring cities in the form of membership deals to increase funding.

Ms. Furness recommended the following:

- collecting data from walk-in participants specific to residency
- creating consistency in course titles
- collecting satisfaction data from participants of programs
- tracking class capacity and attendance ratios

She stated the students weren't able to provide any data cost recovery analysis because they didn't have access to the cost of the program or what fees were charged. She suggested this should also be tracked in the administrative side of the new software system.

Mr. Lenhard inquired if they completed a basic breakdown of demographics specific to membership data. Ms. Furness responded they did. Mr. Stone added that information had been included in the overall average with the membership data. A discussion took place regarding what information would be needed for future analysis. Mr. Howes reported the process in obtaining the right data from the previous 12 years in order for the analysis to be completed.

The BYU students left the meeting at 6:30 p.m.

UPDATE ON THE SR 193 ROAD EXTENSION PROJECT

Randy Jefferies, UDOT, introduced April Gordon, UDOT Consultant, to the Council. He shared a presentation informing the Council of the progress regarding the SR 193 road extension project. He distributed business cards specific to the SR 193 project which provided a website, hotline phone number, email and twitter information. He suggested this be shared with residents with questions and shared a visual demonstration on how to navigate the website to visually see the progress of the road project.

He updated the Council on the progress in the western portion of the project and indicated construction would soon begin near 700 South. He reminded the Council the road project would consist of two lanes in each direction with middle turn lanes. He explained a box culvert would allow for pedestrian traffic. He stated Industrial Parkway would also be realigned to eliminate safety concerns associated with the curve of the road. He pointed out 175 East would become a frontage road to provide access to the businesses in that area. He explained the road would be elevated from Depot Street to Main Street. He also explained the UTA trail would be relocated to the east and a box culvert would accommodate the pedestrian traffic. He pointed out Main Street would become a cul-de-sac and access would be available near the location of H Street in Freeport Center.

Councilmember Bush inquired about the landscaping near the trail system. Mr. Jefferies responded UDOT would be completing landscaping at a minimum and mentioned UDOT had been working with the City on possible funding options for landscaping certain areas in conjunction with the project. He emphasized the trail would be paved. He stated 700 South would remain open until June 1, 2013 at which time a detour would route traffic to the new Industrial Parkway. He indicated the goal was to continue to provide access for businesses and emphasized a full closure of the 700 South intersection was not planned at this time. He referred to the visual presentation to illustrate his talking points.

Mr. Jefferies informed the Council that the Freeport Center had detoured the entrance on the east side at 700 South to allow UDOT the opportunity to complete roadwork. He emphasized this was Freeport's detour and UDOT had no control or input on that detour.

He reported the cul-de-sac would begin construction at 700 South and South Main and would be closed beginning next week. A discussion took place specific to traffic and speed control along Center Street and 200 South. Adam Lenhard, City Manager, clarified 700 South would be closed near Depot Street.

He indicated the Rail Trail which had been closed for some time would be completed in conjunction with the road extension project. A discussion took place regarding the proposed new traffic patterns, cul-de-sacs, sound walls, settling of the soil for the raised road and safety of children walking to Wasatch Elementary. Mr. Lenhard inquired if Rocky Mountain Power had expressed its interest to UDOT regarding the construction of its facilities through the right-of-way. Mr. Jefferies responded Rocky Mountain Power still had those intentions; however, the construction work would begin after completion of the road project. He added the location for the Rocky Mountain Power project would be more to the south.

Mayor Wood requested clarification on how the ingress and egress would take place from SR 193 to the proposed Ninigret facility planned for 1000 West 200 South, Syracuse. Mr. Jefferies explained accesses would be limited on the new SR 193 extension. He believed the developer was trying to obtain some accesses along 2000 West.

A resident expressed concern about elementary school aged children walking on sidewalks along 200 South during construction and along the new road extension upon its completion to Wasatch Elementary. Mayor Wood suggested children would need to become educated and pointed out similar areas within the City.

Mr. Jeffries pointed out at the completion of the SR 193 Road Extension project, UDOT would maintain it as a State road and 300 North would become a city street.

DISCUSSION ON THE REFUNDING OF THE GENERAL OBLIGATION BONDS

Bob Wylie, Administrative Services Director, reminded the Council of the previous discussion regarding the possibility of refunding a portion of the General Obligation (GO) Bonds. He announced Jonathon Ward from Zions Bank would explain specifics of the possible refinancing to the Council.

Jonathan Ward, Zions Bank, distributed a hard copy proposal of refinancing options to the Council.

Mr. Ward directed the Council to the illustration reflecting the rates of the bond market and pointed out it was similar to the situation in 2010 when the City had the opportunity to refund its Sales Tax Bonds. He expressed his opinion the City should take advantage of the low interest rates currently being experienced in the market.

He explained Municipal Bonds generally had a lower interest rate compared to taxable US Government Bonds because of the tax exemption. He stated the Internal Revenue Service (IRS) limited the frequency of refinancing opportunities to one-time in advance of the call date and explained the history associated with the interest rate market and the IRS regulations associated with refinancing. He pointed out the City had already refinanced the GO Bonds in 2005, in advance of the call date; therefore, the City had already taken advantage of the refunding privilege.

Mr. Ward explained the refinancing option of selling taxable bonds. He explained the difference between non-taxable municipal bonds and taxable bonds and the Council discussed the option of refinancing. He directed the Council to Section 2 of the handout which identified potential savings of approximately \$350,000 to the City. He explained a general rule used to determine whether the refinancing would be a good idea was if the savings could amount to three percent or more savings for the City. He reported the City's standard was a little higher than that and he agreed with that policy. He shared specifics associated with the possible refinancing. Mr. Ward suggested the Council determine if it desired to refinance the bonds now or wait and see what direction the rates were going.

Mr. Wylie explained how the Council had designated a refunding committee for a prior bond issue empowering it to begin the process of refinancing if the market started to change and it became necessary to immediately move forward with the transaction. Mr. Wylie emphasized the refinancing options wouldn't affect the budget process at this time. The Council discussed the refinancing options.

Mr. Ward explained how the Resolution could be drafted, defining specifics and allowing a designation of a committee to authorize the refinancing of the Bond. Mayor Wood directed staff to proceed with designating a committee by resolution to authorize the refinancing of the GO Bonds when/if it was in the best interest of the City.

DISCUSSION ON THE CREATION OF A BEAUTIFICATION COMMITTEE

Adam Lenhard, City Manager, referred to a provided handout specific to a Beautification Committee and reviewed it with the Council. He suggested using the City's GIS capabilities and dividing the City into areas. He emphasized the committee wouldn't have decision making power; rather it would act in an advisory capacity to the Council. Mr. Lenhard stated he would assemble a list of individuals which would include Councilmember LeBaron, a member of the Youth City Council, employee from the Park's staff, representation from the Planning Commission and Parks & Recreation Commission as well as citizens.

Councilmember Murray inquired if the committee would be addressing public areas only. Mr. Lenhard responded it would also encompass private property.

The Council directed Mr. Lenhard to compile individuals willing to serve on the committee.

The meeting adjourned at 8:20 p.m.

APPROVED AND ADOPTED
This 28th day of May, 2013

/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, April 2, 2013.

/s/Nancy R. Dean, City Recorder