

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
December 10, 2013

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
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Scott Hess	Development Services Director
	Rich Knapp	Administrative Services Director
	Steve Guy	Treasurer
	Jessica Hardy	Accountant
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Blake Hazen, Koral Vasquez, Anthony Vasquez, Bob Bercher, Chuck Ulrich – Ulrich & Associates, CPA, Mitch Bowles – Boy Scout Troop 586, Nathan Lee, Heather Christopherson – Ulrich & Associates, Boy Scout Troop 160, Connor Baum, David Harper, Tom Checketts

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

Councilmember Murray conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE OCTOBER 29, 2013 WORK SESSION AND THE NOVEMBER 26, 2013 REGULAR SESSION

Councilmember Murray moved to approve the minutes from the October 29, 2013 work session and the November 26, 2013 regular session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING TO AMEND THE FISCAL YEAR 2014 BUDGET

Adam Lenhard, City Manager, stated State Law required a public hearing before the City Council approved amendments to the budget. Rich Knapp, Administrative Services Director, presented amendments for the Fiscal Year 2014 Budget during the work session held earlier in the evening. He stated the proposed changes to the Mayor and City Council compensation would be administered through the budget document because staff believed the budget process would comply with State Statute.

Mayor Wood opened the public hearing at 7:07 p.m.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:09 p.m. seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN AMENDMENTS FOR PROGRAM YEARS 2011-2012 AND 2012-2013

Scott Hess, Development Services Manager, explained staff prepared the proposed Community Development Block Grant (CDBG) amendments for the 2011-2012 and 2012-2013 program years. He reviewed the proposed amendments with the Council. He stated no written comments were received during the 30-day comment period.

Mayor Wood pointed out Clearfield City was designated as an entitlement City and didn't have to compete with other municipalities to receive the grant funds and explained how the funds were administered for projects within the City.

Mayor Wood opened the public hearing at 7:12 p.m.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember LeBaron moved to close the public hearing at 7:13 p.m. seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PUBLIC HEARING TO AMEND CLEARFIELD CITY CODE TITLE 11, CHAPTER 15, SIGN REGULATIONS

Scott Hess, Development Services Manager, stated an applicant submitted a sign plan application to upgrade the existing pole sign for the old Arby's restaurant building located at 729 North

Main Street in October 2013. He explained pole signs were formerly legal but had been made legal non-conforming uses due to code revisions in 2004. He informed the Council that the applicant then requested a zoning text amendment to consider allowing changes and upgrades to pole signs for businesses near freeway interchanges. He reviewed the proposed text amendments which would establish a Freeway Oriented Signage Overlay Zone for areas near Interstate-15 and included design standards for those signs. He pointed out the allowed distance from interchanges specific to freeway oriented signage would be a 700 foot radius, reinstating pole signs in those zones and potentially increasing sign size and requirements. He reviewed the specifics of the ordinance specific to the size of signs as well as illumination standards. He stated the Planning Commission reviewed the request at its meeting on Wednesday, December 4, 2013 and forwarded a recommendation for approval of the draft ordinance.

Councilmember Bush commented the Planning Commission had discussed the issue at length and complimented its efforts in providing the Council with its ordinance recommendation. He shared some of the height concerns, size and the respective discussions which took place during the meeting.

Mayor Wood opened the public hearing at 7:18 p.m.

Mayor Wood asked for public comments.

Tom Checketts, Layton, stated he owned property near the 700 South interstate off ramp and expressed a desire to bring businesses to Clearfield City. He pointed out the City had two interchanges that would be affected by the proposed ordinance. He added the sign ordinance would be imperative to development near both interchanges and hoped the discussion would cover both locations rather than just one specific property. He also expressed confidence with the Planning Commission's discussions and recommendations. He expressed concern for the allowed height of signage on his property because of tall trees near 700 South. He suggested the proposed ordinance be amended to allow for a maximum height of 80 to 100 feet for pole signs which he would need to promote business ventures near 700 South.

Councilmember Shepherd moved to close the public hearing at 7:21 p.m. seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

SCHEDULED ITEMS
CITIZEN COMMENTS

There were no citizen comments.

PRESENTATION OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDING JUNE 30, 2013

Chuck Ulrich, Ulrich and Associates, P.C., presented Clearfield City's draft Comprehensive Annual Report (CAFR) for the year ending June 30, 2013. He emphasized he was waiting for the North Davis Fire District (NDFD) to submit its financial statement component that needed to be included in the report. He stated the report was a clean opinion and complimented City staff. He

announced all funds were healthy and the City was financially sound. He highlighted the following:

- General Fund Balance had an excess of approximately two million dollars which would needed to be appropriated within the next two years.
- The Public Utility Administration Fund which covers administrative costs for water, sewer, storm and solid waste was subsidized by approximately \$93,000 from the utility funds. He explained this fund was recently created to monitor and track the fees associated with non-payment of services. He pointed out the other Enterprise Funds were extremely healthy.

He expressed appreciation to the City staff and his staff for their efforts in completing the audit.

Mayor Wood concluded there were no significant findings as a result of the audit. Mr. Ulrich agreed with the Mayor's conclusion. Councilmember Murray inquired if the Council would be approving a "draft" of the CAFR since it didn't contain the NDFD's final report. Mr. Ulrich clarified the Council could accept the CAFR at this time and emphasized the report contained the appropriate information; it just couldn't be released until the NDFD audit report had been approved by its Board.

Councilmember Murray, also a NDFD Board member, mentioned the NDFD would be accepting its CAFER at its next meeting on Thursday, December 19, 2013.

Councilmember Young moved to accept Clearfield City's draft Comprehensive Annual Report (CAFR) for the year ending June 30, 2013, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF ORDINANCE 2013-14 ENACTING A ZONING TEXT AMENDMENT TO THE CLEARFIELD CITY CODE, TITLE 11, CHAPTER 15 – SIGN REGULATIONS

Brian Brower, City Attorney, informed the Council that if it desired to include illumination restriction standards within the proposed ordinance, additional verbiage would need to be included in the motion. He continued the ordinance was originally presented to Council without specifics relating to illumination standards; however, Scott Hess, Development Services Manager, had presented them in the previous work session during which there had been a discussion.

Councilmember Shepherd expressed his opinion removal of some trees along 700 South could take place in conjunction with future development to address the height of pole signs in that area. Tom Checketts, developer, stated there were mature trees between the freeway and off-ramp which were further north along the interstate which would inhibit freeway visibility given the curve in the interstate near the 700 South interchange. He mentioned the trees were located on private property not owned by him which blocked visibility to his property.

Councilmember LeBaron inquired if the blue signs along the freeway announcing approaching restaurants could be used to advertise his business. Mr. Checketts responded those signs were beneficial to individuals planning ahead to stop and not necessarily the spontaneous traveler. Councilmember LeBaron commented the ordinance would be applied to the City as a whole and the requested taller sign could negatively impact some residents in other locations. Mr. Checketts responded many of the signs currently in existence were taller than the sixty foot standard which the Planning Commission was recommending. He stated he was in agreement with illumination standards.

A discussion took place regarding which residents could potentially be negatively impacted by taller signs near the freeway. Councilmember Bush expressed his opinion a taller sign might not have more of a negative impact on residents compared to a smaller sign which had a greater potential to give off more light. Councilmember LeBaron clarified his concern was for residents off 1000 East near the library. Councilmember Young inquired about the deliberations of the Planning Commission and why the designated eighty foot sign was being recommended. Councilmember LeBaron explained the Planning Commission deliberations were more specific to the square footage of the signage as opposed to the height of the sign. He pointed out Scott Hess, Development Services Manager, requested the Planning Commission recommend a standard it believed to be appropriate, which was between sixty to eighty feet.

Mayor Wood suggested the Council could accept the Planning Commission's proposal at this time and revisit the ordinance at a later date when more information regarding the development of property owned by Mr. Checketts was available. Mr. Checketts pointed out the discussion which took place by the Planning Commission was specific to the applicant who had acquired the Arby's building and its location. He expressed his opinion the discussion should have been more general to the City as a whole.

Mr. Hess responded staffs' recommendation was to adopt language from the sign ordinance as it was from 1980-2004 along commercial corridors which stated thirty feet in height and one hundred fifty square feet per side. He stated this was referred to as the "standard" as it was used in other areas of the City and the Council knew what to use as a comparison. He reported in reviewing the approval process for the McDonald's sign, the entitlement of one hundred feet tall was allowed because of the trees and sight lines from 650 North, specific to that location.

Councilmember Bush expressed agreement with the Mayor's suggestion to approve the text amendment specific to the Arby's location at this time and revisit the issue at a later date in order to accommodate future development at other locations within the City.

Councilmember LeBaron moved to approve Ordinance 2013-14 with the inclusion of illumination standards as discussed, enacting a Zoning Text Amendment to the Clearfield City Code, Title 11, Chapter 15 – Sign Regulations and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2013R-19 AUTHORIZING A LEASE AGREEMENT WITH LNR PARTNERS

LNR Partners was the landlord of a 125,000 square foot office building located at 888 South 2000 East, which had been vacant for more than a year. Prospective tenants required more parking than the building currently provided. Consequently, LNR had requested to lease from the City adjacent property for the purpose of expanding the building's parking facilities. The new parking would also serve a future City park.

Mike Ostermiller, LNR Properties, had aggressively been marketing the vacant Northrop Grumman building and reported it was very close to entering into lease agreements with two separate tenants. He explained one of the challenges in marketing the building was because it had been built for one large tenant and the parking was inadequate for multiple tenants. He indicated negotiations had taken place with City staff specific to parking solutions. He proposed LNR would enter into a long term lease agreement with both the City and the CDRA for construction of a parking facility. He emphasized LNR would incur the costs associated with the additional parking construction.

Brian Brower, City Attorney, explained the challenges in coming to agreement with the LNR Properties Board and distributed a hard copy page to members of the Council from the lease agreement which identified changes previously discussed with Mr. Ostermiller.

- Specific to the Option to Purchase – the inclusion of a phrase which reflected completion of an ALTA Survey of the Parcel commissioned and paid for by the Lessee
- Verbiage reflecting, “if the City Council desired to sell property to the Lessee, then the purchase price shall be for the amount equal to the rent”..... continuing on in paragraph 4.

Mr. Ostermiller expressed agreement with those previously discussed changes and stated he had received additional requested changes from his client since the last conversation with Mr. Brower:

- A typo on paragraph 3, instead of 2033 the year should be 2039. Mr. Brower responded that was correct.
- Paragraph 4 specific to “assignment”. He shared the scenario if his company chose to sell the building, it would also be desirous to “assign” the rights of the lease to the new purchaser or subsequent owner. He recommended the verbiage, “any sublease of the lease or the rights bestowed herein” striking the words “or assignment”. Mr. Brower commented he had no concerns with the language from a legal perspective and stated it would be up to the Council and a discussion took place.

Councilmember Young inquired about the first lease agreement he read which included language reflecting the City had the right to terminate with a two year notice. Mr. Brower responded the City originally drafted the lease agreement and reported LNR indicated that was not acceptable to it. He informed the Council it was LNR's position that it was investing approximately one million dollars toward the parking lot; therefore, it would not agree to allow the City the position to terminate the lease early. He reported that had been re-written to reflect it would be upon mutual agreement by both parties.

Mayor Wood shared the perspective of a tenant in a lease agreement position that it wouldn't want to be vulnerable to termination after investing significant funds to improve the building/facility. Councilmember Young expressed concern the City would want to protect its interest regarding the Lessee. Mr. Ostermiller remarked the use of the property by his client couldn't change without the permission of the City under the currently drafted lease agreement and Mr. Brower read from Paragraph 2 of the lease agreement which specified that language and concurred with Mr. Ostermiller's comments.

Mr. Ostermiller expressed an additional concern on behalf of his client specific to paragraph 18. He explained the provisions which defined when the Lessee would be in default of the lease. He stated his client had an objection specific to the verbiage reflecting "the filing of a mechanic's lien against the premises". He continued these types of liens were easily filed, oftentimes, without merit and Mr. Brower suggested language should be modified to reflect, "the failure to have removed any mechanic's liens". Mr. Ostermiller agreed and suggested his own verbiage of, "the failure to remove a validly filed mechanic's lien against the premises within a reasonable amount of time". Councilmember LeBaron requested clarification of a mechanic's lien. Mayor Wood responded by explaining a scenario in which a subcontractor on the parking lot would go to Davis County and file a lien or encumbrance against the property because he hadn't received payment for his services. Mr. Ostermiller added sometimes this practice was abused and it could take a significant amount of time on behalf of the property owner to resolve it through the legal process.

Mr. Brower stated he didn't have any legal concerns regarding the modifications suggested by Mr. Ostermiller, as long as the Council understood the changes and was willing to accept them.

Councilmember Bush expressed concern about selling some of the property previously designated for a City park. Mr. Brower explained LNR was currently experiencing time constraints specific with a tenant wanting to operate in the building. He continued if the City required a survey now and re-platted the properties, a significant amount of time would be lost for the property owner. He pointed out the parking lot would only use the northern 2.5 acres of the property and if the City conveyed that property then the ALPHA survey would need to be completed and the property would be re-platted at that time prior to the conveyance of property. He indicated there would be a 180 day period for the City and the CDRA to consider that determination. He pointed out LNR needed something from the City to illustrate its intent to consider selling the property to them in the future. He commented staff couldn't bind the City or the CDRA to anything specific; however, the property would be sold as the City's contribution to bringing more jobs to the community. Councilmember Bush clarified the 2.5 acres had been identified in the agreement.

Councilmember Bush inquired what would happen if LNR desired to purchase the property prior to the two years which was identified in paragraph 4. Mr. Brower responded LNR couldn't obtain title to the property prior to the two year specification. Mayor Wood expressed his opinion regarding paragraph 4 – Sublease, Assignment or Transfer. He believed the verbiage was basic language and didn't understand LNR's concern as the additional language "shall not be reasonably withheld". Mr. Ostermiller responded his client's concern was with the word "Assignment" and explained his client's concern was if LNR chose to sell the property, it could

enter into contract with an interested buyer and the City could at that time say no. Mr. Ostermiller shared a hypothetical example in which the City could prohibit the sale and Mr. Brower shared another example. Mr. Ostermiller suggested language could be included which clarified “Assignment” in the agreement was specifically associated with the “Sale” of the property.

Councilmember Bush inquired if any of the concerns expressed by residents during the neighborhood meeting from Monday, December 9, 2013, needed to be addressed. Mayor Wood believed those concerns would need to be addressed during the site plan review process. Mr. Brower emphasized the parking lot had not been engineered and the City didn’t have an idea as to the look of its design so until that happened it would be difficult to address those issues in the lease agreement and believed the City’s ordinances would require approval not as the “Lessor” but as the municipal governing body for such projects. Mr. Ostermiller believed the City had double protection under the lease agreement because it would have to obtain permission pursuant to the terms of the lease in addition to the permits required to complete the project.

Mr. Ostermiller commented if the Sublease issue identified in paragraph 4 became a point of contention language could be included as follows, “any sublease or assignment not associated with the sale of the building located at...” Mayor Wood and Councilmember Shepherd expressed agreement for Mr. Ostermiller’s proposed verbiage. Mr. Brower stated he could agree to that language.

Councilmember Bush inquired if there were any intentions for remodeling/additions to the building. Mr. Ostermiller responded substantial improvements at a significant cost would be invested into the building prior to occupancy. JJ Allen, Assistant City Manager, shared information from a press release issued on behalf of EDCUtah for one of the proposed tenants of the building and commented 2.1 million dollars would be invested for improvements to the building and site. He clarified the 25 year lease would terminate in 2038 and requested that be changed in the agreement.

Mr. Ostermiller thanked the Mayor and Council for allowing the discussion on the Lease Agreement to take place and complimented Brian Brower, City Attorney, JJ Allen, Assistant City Manager and Adam Lenhard, City Manager, for their professionalism and interaction in working on the lease.

Mayor Wood inquired if there had been any response on behalf of Davis County for additional funding. Mr. Ostermiller reported it had been approved subject to a clawback provision and reported the issue was on the Council of Government (COG) agenda for Wednesday, December 11, 2013, to discuss the clawback provision.

Councilmember Young moved to approve Resolution 2013R-19 approving a lease agreement as amended per the discussions which took place during the meeting, for real property owned by Clearfield City and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF THE PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AMENDMENTS FOR THE 2011-2012 AND 2012-2013 PROGRAM YEARS

Councilmember Shepherd moved to approve the Community Development Block Grant (CDBG) Amendments for the 2011-2012 and 2012-2013 Program Years and authorize the Mayor's signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF ORDINANCE 2013-13 AMENDING TITLE 1 OF THE CLEARFIELD CITY CODE

Staff prepared amendments to the Clearfield City Code Title 1, Chapters 6 and 7 to make appropriate updates for elected official compensation according to state statute.

Adam Lenhard, City Manager, clarified the amendment would simplify the way in which elected official compensation would be administered. He announced an additional suggestion was made during the previously held work session to strike the last sentence in paragraph B of the proposed ordinance.

Nancy Dean, City Recorder, requested Councilmember Murray's amendment to the proposed ordinance be mentioned during the policy session. Councilmember Murray explained paragraph B referenced specifics regarding compelling attendance in relation to a Quorum. She suggested the verbiage following the semi-colon, "...but a smaller number may adjourn from time to time and may compel the attendance of the absentees under such penalties as may be prescribed by this code or by ordinance" be eliminated as it was already addressed in State Code.

Councilmember Murray moved to approve Ordinance 2013-13 authorizing amendments to Title 1, Chapters 6 and 7, with the proposed amendment to Paragraph B eliminating, "...but a smaller number may adjourn from time to time and may compel the attendance of the absentees under such penalties as may be prescribed by this code or by ordinance" and authorize the Mayor's signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2013R-20 ADOPTING AMENDMENTS TO THE FISCAL YEAR 2014 BUDGET

Councilmember Murray inquired about the amendments specific to the CDRA (Community Development and Renewal Agency) where it identified funds being reallocated from the EDA (Economic Development Area) and RDA (Redevelopment Area) funds to reflect the sales tax revenue bond payment being made from the RDA. Adam Lenhard, City Manager, responded that specific amendment would be addressed during the CDRA meeting.

Councilmember Young announced he could not support an increase to the City Council compensation and requested it be stricken from the proposed ordinance. He stated he would be supportive of increasing the mayor's compensation to a salary of \$1200 to \$1500 per month. He believed the increase would be appropriate because of the amount of time required by that position in representing the City.

Councilmember Murray stated she supported Councilmember Young's amendment to not support an increase to the City Council compensation; in addition she would also be supportive of the proposed \$826 per month increase to the mayor's compensation identified in the proposed ordinance.

Councilmember LeBaron stated the proposed mayoral compensation increase was two thirds of Layton City's mayor's compensation and that the position required a significant amount of time. He announced he would also be in support of increasing the mayor's compensation by \$826 per month, while striking the proposed \$250 per month increase for City Council compensation.

Councilmember Bush expressed agreement with Councilmember LeBaron's comments.

Councilmember LeBaron moved to approve Resolution 2013R-20 with the amendment that the \$250 per month City Council increase be eliminated, adopting amendments to the fiscal year 2014 budget and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron and Murray. Voting NO – Councilmember Young. ABSTAIN - Councilmember Shepherd.

COMMUNICATION ITEMS

Mayor Wood – nothing to report.

Councilmember Bush

1. Announced he had attended the City play and complimented the Community Services Department staff.
2. Expressed appreciation to the City staff for its hard work during the past year. He requested the department heads pass along his appreciation to their employees and members of the Planning Commission.
3. Expressed appreciation to Mayor Wood and Councilmember Murray for their time and service to the residents of the City. He stated each of them had been an asset to the Council.
3. Reminded the Council that the North Davis Sewer District (NDSD) would be conducting public hearings during its meeting on Thursday, December 12, 2013, concerning its budget and fee schedule.
4. Announced he would be out of the country from Saturday, January 18, 2014 through Sunday, January 26, 2014.

Councilmember LeBaron

1. Expressed appreciation to Mayor Wood for his service to the City.
2. Also expressed appreciation to Councilmember Murray and her husband Pat for their friendship. He appreciated her willingness to mentor him.

Councilmember Murray – nothing to report.

Councilmember Shepherd

1. Stated he had attended Steve Curtis, Layton City Mayor's, funeral last week. He complimented Mayor Wood for requesting flags be flown at half-mast as a sign of respect for Mayor. Curtis.
2. He commented he believed he would have huge shoes to fill when taking the Oath of Office as mayor to fill the vacancy created by Mayor Wood's choice to leave public office. He stated he would miss sitting next to Councilmember Murray during City Council meetings.
3. Complimented Community Services and the performing arts which took place this previous week. He stated the performance was excellent.
4. Thanked City staff for a great year.

Councilmember Young

1. Expressed appreciation to staff for its efforts with the budget and audit. He commented the recent audit reflected the results of the entire City staff.
2. He also expressed appreciation to Mayor Wood and Councilmember Murray for their service to the City. He commented it had been an honor and privilege to work with each of them.

Adam Lenhard, City Manager – nothing to report.

STAFFS' REPORTS

Nancy Dean, City Recorder

1. Reminded the Council and staff about the event scheduled for Tuesday, December 17, 2013, at 6:30 p.m. at Rooster's Restaurant.
2. She stated the City Council vacancy would be announced on Tuesday, December 31, 2013. She stated letters of interest could be submitted until Tuesday, January 14, 2014. She explained the Council would interview those candidates on Tuesday, January 28, 2014 after which an appointment would be made that evening.
3. Clarified no City Council meetings were scheduled until Tuesday, January 14, 2014.
4. Announced the Oath of Office Ceremony was scheduled for Monday, January 13, 2014, followed by a dinner.
5. Commented it had been a pleasure to serve with Mayor Wood and Councilmember Murray.

Brian Brower, City Attorney – announced it had been an honor and privilege to work with Mayor Wood and Councilmember Murray. He believed their work ethics were commendable and exemplary. He appreciated their inspiration to City staff in doing their very best. He stated they would both be missed.

JJ Allen, Assistant City Manager –

1. Reiterated the City's intentions were sincere and hopeful in attempting to get the Clearfield Station's development agreement ready for the meeting. He stated it had always been a desire for this sitting City Council to approve the agreement. He believed the Agreement would be ready to come before the City Council at its meeting on Tuesday, January 14, 2014.
2. Expressed appreciation to Mayor Wood and Councilmember Murray for their service to the City. He stated it had been a pleasure working with both of them.

Mayor Wood ceremonial passed the gavel to Mayor – Elect Mark Shepherd.

There being no further business to come before the City Council, **Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency at 8:42 p.m., seconded by Councilmember LeBaron. All voting AYE.**

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 14th day of January, 2014**

/s/Mark R. Shepherd, 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, December 10, 2013.

/s/Nancy R. Dean, City Recorder