

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:30 P.M. WORK SESSION
February 26, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
PRESENT: VIA TELEPHONE:	Mark Shepherd	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Bob Wylie	Administrative Services Director
	Valerie Claussen	Development Services Manager
	Natalee Flynn	Youth City Council Advisor
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Makenna Hill – Youth City Council Mayor,

Mayor Wood called the meeting to order at 6:32 p.m.

DISCUSSION ON THE YOUTH CITY COUNCIL (YCC)

Councilmember Young explained the Youth City Council (YCC) although successful, had struggled with support and attendance from its members the past few years. He reported the majority of the members of the YCC had not been attending and participating in the meetings this year and were not in compliance with the bylaws. He believed he understood the vision of what the YCC could be and its value by representing the youth of the City. He emphasized it provided the members with a great leadership experience; however, the YCC was lacking commitment. He expressed his opinion if there were not an increase in involvement it would no longer be beneficial to continue the YCC.

Mayor Wood inquired how many of the current members were returning from previous years. Makenna Hill, YCC Mayor, reported the majority of the Council were returning members and explained there were only four “active” members.

Councilmember Young reported discussions had taken place between Natalee Flynn, YCC Advisor, and Makenna Hill, YCC Mayor, and they recommended the following: begin enforcement of the current bylaws, releasing members and implement an ongoing recruitment. He continued if the YCC membership couldn't successfully turn the program around it would then be his recommendation to dissolve the YCC and become more involved with the Student Government at North Davis Jr. High and Clearfield High Schools. He emphasized the YCC was an asset to the City and expressed his desire for it to be successful.

Councilmember Murray commented she had also experienced challenges commitment and involvement issues in the past regarding the Fourth of July float with the YCC members. She emphasized she would need the float's theme/ideas by April because of vacation plans during the month of June.

Mayor Wood inquired about the context of the YCC meetings to determine if they are meaningful meetings. Councilmember Young responded the YCC had been unable to have a successful meeting due to lack of attendance. He shared some recent successes experienced by a select few of those participating and reported the YCC had recently decided to have a Constitutional Moment in which small sections of the Constitution would be discussed at the beginning portion of every meeting. He reported on other suggestions which had been attempted in the past but were unsuccessful due to lack of participation and attendance.

Mayor Wood requested clarification it was Councilmember Young's suggestion to excuse those that had not met the attendance requirement stated in the bylaws and replacing them. He inquired how the recruitment for next year would take place. Councilmember Young suggested implementing an ongoing recruitment which would allow the YCC to accept new members when it became necessary to eliminate those based on attendance.

Ms. Hill expressed agreement with Councilmember Young's recommendation. She reported she had expressed her frustrations to Natalee Flynn, Advisor, and Councilmember Young at the lack of commitment by the members. She explained the difficulty in trying to accomplish something when members can't even attend the meeting.

Mayor Wood inquired how many members attended the field trip to the Legislature. Councilmember Young responded there were approximately nine participants.

Councilmember LeBaron inquired if the mandatory parent meeting had taken place at the beginning of the year in which expectations of the participants had been explained. Councilmember Young responded a parent meeting had not taken place; however, both the parent and the participant were required to sign an agreement which outlined expectations.

Councilmember LeBaron suggested meeting with members of the YCC and a parent explaining the lack of commitment and requesting the parents' influence and involvement in order for the YCC to succeed. Councilmember Young indicated that would be in line with the bylaws.

Councilmembers Bush and Shepherd expressed agreement with Councilmember LeBaron's suggestion. Mayor Wood directed Councilmember Young to proceed with Councilmember LeBaron's suggestion of requesting a meeting with the participant and a parent to determine the participant's commitment and whether he/she desired to continue as a member of the YCC.

DISCUSSION ON FUTURE CDBG INFRASTRUCTURE PROJECTS

Valerie Claussen, Development Services Manager, distributed a handout identifying proposed infrastructure projects which could be completed using CDBG funds. She explained staff was preparing the CDBG one year action plan and would need direction from the Council. She stated the City Engineer had estimated a cost for the 450 West from 2225 South to 2300 South and staff was proposing this project be completed this year. She pointed out the Action Plan would be presented to the Council March 12, 2013 and the comment period would begin.

Councilmember Murray requested clarification regarding the proposed costs reflected on the handout and asked where the additional funds to complete the project would come from if the City Engineer's figures were accurate. Scott Hodge, Public Works Director, responded the City wouldn't know the actual costs until the bid process was completed; the reflected figures were only an estimate on behalf of the City Engineer.

The Council expressed support of the project.

Scott Hodge, Public Works Director, was excused at 6:50 p.m.

DISCUSSION ON AN ENTRANCE DESIGN FOR THE CLEARFIELD COMMUNITY ARTS CENTER

Eric Howes, Community Services Director, distributed a handout reflecting completed projects, projects in process, and proposed projects at the Community Arts Center. He pointed out the repainting and carpet replacement had taken place on the first floor and theatre seating had been completed. He stated the signage would be completed in April 2013 and the costs to complete landscaping and window replacement had been allocated during the reopening of the budget. He directed the Council to the handout and reviewed the proposed projects with the Council:

- Replace stucco soffits with metal panel soffits
- Design work for entry vestibule
- Entry Upgrade
- Wall treatment for the Little Theatre

He directed the Council to the portion of the handout illustrating the signage and the entry upgrade. He emphasized the design costs to complete the entry improvements were minimal and requested direction from the Council.

Mayor Wood clarified the projected costs had been proposed in the 2013/2014 Fiscal Year Budget.

Mr. Howes pointed out the aluminum soffits would be compatible with the City Building and Wasatch Elementary. Mr. Lenhard explained the design work associated with the entry would need to be timed with the window replacement and suggested the design work would need to begin as soon as possible. He emphasized the design work was not currently in the budget but if the Council had no reservations regarding the proposed work, the design could begin at this time and could be included in the reopening of the budget in June. The Council expressed support for the beginning the design for the entry at the Community Arts Center.

The meeting adjourned at 6:55 p.m.

**APPROVED AND ADOPTED
This 26th day of March, 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, February 26, 2013.

/s/Nancy R. Dean, City Recorder