

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
January 22, 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
	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
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder
EXCUSED:	JJ Allen	Assistant City Manager

VISITORS: Kelly Pfof – Lewis Young Robertson Burningham, Jason Burningham – Lewis Young Robertson Burningham, Kasey Hansen – JUB Engineers, Greg Graves – JUB Engineers, Paul Taylor – Parks & Recreation Commission

Mayor Wood called the meeting to order 6:02 p.m.

DISCUSSION ON THE PARK CAPITAL FACILITIES PLAN AND PARK IMPACT FEE ANALYSIS

Eric Howes, Community Services Director, announced the City had been working with Lewis Young Robertson and Burningham (LYRB) and JUB Engineering in completing the Park Capital Facilities Plan and Park Impact Fee Analysis. He introduced the team of individuals from both companies completing the Plan and Analysis.

Jason Burningham, LYRB, explained he and Kelly Pfof, LYRB, were working on the project from a financial perspective for the facilities plan and how such would be financed. He emphasized the team would be requesting direction from the Council following the presentation. He stated LYRB and JUB had jointly responded to the RFP (Request for Proposal) by the City relative to master planning and updating the capital facilities specific to Parks & Recreation. He indicated while completing research it became evident parks, recreation, services and other amenities provided to its residents was important to the City. He continued the analysis looked to see what facilities were needed and what recommendations could be made to the City in moving

forward. He expressed his excitement at the opportunity to share the work completed by Kasey Hansesn, JUB Engineering, and Greg Graves, JUB Engineering, with GIS (Geographic Information System) capabilities and how it could be used to manage services provided to residents with the Council. Mr. Burningham explained JUB would present the Capital Facilities Plan pointing out key issues for the Council to consider relative to future capital investment while he and Ms. Pfof would present an overview of how impact fees work and how they should be structured to accommodate future growth in order to maintain the levels of service to the residents. He added three approaches would be presented to the Council and would be requesting direction from the Council following the presentation.

Greg Graves, JUB Engineering, stated a GIS database had been used to track amenities and improvements. He explained the types of parks had been identified with corresponding amenities: detention basins, pocket parks, mini parks, neighborhood parks and community parks. He pointed out the neighborhood and community parks offered the residents the best recreation opportunities and completed the review of the inventory.

Kasey Hansen, JUB Engineering, reported data would be available to the City for future study and analysis. He shared a visual presentation which illustrated parks and trails and identified the level of service offered by each. Additionally the presentation illustrated geographically the residents served by each park amenity. Mr. Hansen explained the GIS technology allowed them to calculate the levels of service in conjunction with population statistics. He reported the study identified only a few areas of the City in which recreation facilities were not within walking distance or readily available: the area east of Interstate-15, the area near the Syracuse City boundary and the area directly east of Steed Park. He pointed out a "walkable" City had been emphasized in the Vision 2020 strategic plan.

Mr. Graves believed there were opportunities for purchasing property from residents east of Steed Park which would allow for a walkway. He pointed out there weren't many recreational amenities east of Interstate-15 other than the Canal Trail and suggested the City develop the property it currently owned near the Canal Trail as a neighborhood park and a discussion took place. Mr. Graves suggested property near the Syracuse City cemetery also be considered for some park development. Councilmember Bush pointed out the challenges associated with the power corridor near that location. Mr. Graves pointed out the possibilities near Mabey Pond for some park redevelopment and expressed his opinion it could be a unique community space.

Kelly Pfof, Lewis Young Robertson and Burningham, shared a presentation specific to an Impact Fee Facility Plan. Mr. Burningham emphasized impact fees were always being challenged by developers and indicated municipalities were not immune to new bills following the Legislative session. He continued impact fees were not generating a lot of revenue and stated it had been their approach to recognize the challenge to make sure the City's plan specific to impact fees was defensible while also providing a level of service to residents.

Mr. Burningham reported impact fees had to change as level of service changed and stated he was recommending a significant increase in fees. He continued the last analysis and justification for impact fees had been completed more than a decade ago. He explained the process looked at the current legislative framework and considered recent challenges incurred by other municipalities. He emphasized the City would never be able to fund the projects identified in the plan on impact fees alone. He stated other resources would be needed to accomplish the recommended end project of amenities.

Ms. Pfof shared the presentation and requested direction from the Council as to whether it wanted to use a historic value or the identified cost for the proposed impact fee. She shared levels of service from the perspectives of a facilities approach and levels of investment approach. She shared the proposed impact fee schedule identified by the study. She requested the Council consider which methodology the City would like to move forward with and emphasized this direction would be needed prior to holding the public hearing and adoption of a Park Capital Facilities Plan and Park Impact Fees.

Mr. Burningham stated he had seen challenges associated with other municipalities and the identified cost for land for future park use. He cautioned the Council to adopt an impact fee appropriate to providing the expected level of service and expressed his opinion the level of investment methodology would be the most flexible to the City. He shared information specific to neighboring communities with the Council.

Mayor Wood suggested each councilmember consider the options discussed during the meeting and email staff of their desired approach for the impact fees. He expressed his concern the proposed increase to impact fees could be an impediment to future development. Eric Howes, Community Services Director, explained direction from the Council was needed prior to the public hearing and implementation of the ordinance enacting the new fees required an additional 90 day period. Mayor Wood requested electronic copies of the presentations be forwarded to members of the Council for their review to be prepared to make a recommendation at a future work session.

The meeting adjourned at 7:08 p.m.

**APPROVED AND ADOPTED
This 12th day of February, 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, January 22, 2013.

/s/Nancy R. Dean, City Recorder