

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
March 26, 2013 – REGULAR SESSION
Revised: March 22, 2013

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

Discussion on the Request for Proposal (RFP) for Insurance Brokerage Services
Discussion on an Amended Final Subdivision Plat known as Ninigret Field
Discussion on a Final Subdivision Plat known as Davis North Dental Center Condominium
Discussion on the Appointment to the Planning Commission
Discussion on Procedures for Council Projects

(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 Young
APPROVAL OF THE MINUTES:	February 5, 2013 – Work Session February 26, 2013 – Work Session

PRESENTATION:

1. **PRESENTATION TO BRANDON STANGER FOR HIS SERVICE AS A MEMBER OF THE PLANNING COMMISSION**

BACKGROUND: Brandon Stanger has served the City as a member of the Planning Commission and recently submitted a letter of resignation. The Mayor and City Council desire to recognize Mr. Stanger for his service to the City.

PUBLIC HEARINGS:

2. **PUBLIC HEARING TO RECEIVE COMMENT ON ADOPTING A NEW PARKS AND RECREATION CAPITAL FACILITIES PLAN, ADOPTING A NEW PARKS AND RECREATION IMPACT FEE FACILITIES PLAN AND ANALYSIS, AND AMENDING THE CURRENT PARKS AND RECREATION IMPACT FEES BY ADOPTING NEW FEES BASED UPON THE UPDATED PLANS AND ANALYSIS**

BACKGROUND: Staff has been working to revise the Park & Recreation Impact Fee Facilities Plan and Analysis and the Park & Recreation Capital Facilities Plan. It recently completed a RFP (Request for Proposal) and contracted with Lewis Young Robertson and Burningham (LYRB) and JUB Engineering to complete both analyses. The findings were presented to the City Council

during the January 22, 2013 work session and discussed by the Council during the February 5, 2013 work session. The Public Hearing has been continued from the February 26, 2013 meeting.

RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE COMMENT FOR AN AMENDMENT TO THE NINIGRET FIELD SUBDIVISION PLAT LOCATED AT APPROXIMATELY 700 SOUTH 1000 WEST

BACKGROUND: Ninigret Construction North has requested an amendment to subdivide a 2.847 acre lot into two parcels. The site is located in the vicinity of the Clearfield and Syracuse City limits, approximately 660 feet north of 700 South and west of 1000 West. The property is zoned M-1, Manufacturing.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO RECEIVE COMMENT FOR A FINAL SUBDIVISION PLAT FOR A FOUR UNIT OFFICE CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST

BACKGROUND: The request is for an existing medical office building located at the Clearfield and Layton City limits, south of 1450 South and on the west side of 1500 East. The building is two stories of approximately 14,500 square feet on an 0.73 acre developed parcel with completed site improvements (including sidewalks, infrastructure, etc.).

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

5. CITIZEN COMMENTS

6. *CONSIDER APPROVAL OF ORDINANCE 2013-04 ADOPTING A NEW PARKS AND RECREATION CAPITAL FACILITIES PLAN, ADOPTING A NEW PARKS AND RECREATION IMPACT FEE FACILITIES PLAN AND ANALYSIS, AND AMENDING THE CURRENT PARKS AND RECREATION IMPACT FEES BY ADOPTING NEW FEES BASED UPON THE UPDATED PLANS AND ANALYSIS*

RECOMMENDATION: *Approve Ordinance 2013-04 adopting a new Parks and Recreation Capital Facilities Plan, adopting a new Parks and Recreation Impact Fee Facilities Plan and Analysis, and amending the current Parks and Recreation Impact Fees by adopting the new fees based upon the updated plans and analysis and authorize the Mayor's signature to any necessary documents.*

7. CONSIDER APPROVAL OF THE AMENDMENT TO THE NINIGRET FIELD SUBDIVISION PLAT LOCATED AT APPROXIMATELY 700 SOUTH 1000 WEST

RECOMMENDATION: Approve the amendment to the Ninigret Field Subdivision Plat located at approximately 700 South 1000 West and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF A FINAL SUBDIVISION PLAT FOR A FOUR UNIT OFFICE CONDOMINIUM LOCATED AT APPROXIMATELY 1500 SOUTH 1500 EAST

RECOMMENDATION: Approve the Final Subdivision Plat for a four unit office condominium located at approximately 1500 South 1500 East and authorize the Mayor's signature to any necessary documents.

CONSENT AGENDA:

9. CONSIDER APPROVAL OF THE AWARD OF PROPOSAL FOR INSURANCE BROKERAGE AND CONSULTING SERVICES TO OLYMPUS INSURANCE

BACKGROUND: Staff recently solicited proposals for Insurance Brokerage and Consulting Services. Four companies submitted proposals and were invited to make presentations to the City.

RECOMMENDATION: Approve the award of proposal for Insurance Brokerage and Consulting Services to Olympus Insurance and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF THE AWARD OF BID TO STAKER PARSON COMPANIES FOR THE 2013 ROADWAY IMPROVEMENT PROJECT

BACKGROUND: Bids were received from six construction companies for improvements to various roads throughout the City. The project includes applying a chip seal and crack seal asphalt surface treatments to various streets throughout the City and installing an asphalt overlay to 1000 East/Frontage Road from 200 South to 700 South, 150 South Street from 1000 West to 1250 West and 150 North 1300 West, 150 South 1300 West and 150 North 1250 West cul-de-sacs. The lowest responsible bid was received from Staker Parson Companies with the bid of \$559,337.00.

RECOMMENDATION: Approve the award of bid to Staker Parson Companies for the 2013 Roadway Improvement Project for a bid amount of \$559,337.00 and approve funding of the project for the bid amount of \$559,337.00 with contingency and engineering costs of \$112,163.00 for a total project cost of \$671,500.00; and authorize the Mayor's signature to any necessary documents.

11. CONSIDER APPROVAL OF THE AWARD OF CONTRACT FOR THE DESIGN AND INSTALLATION OF A SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM (SCADA) ON THE CITY CULINARY WATER STORAGE RESERVOIRS AND WELLS TO DORSETT TECHNOLOGIES

BACKGROUND: Proposals were received from three vendors to design and install a Supervisory Control and Data Acquisition System (SCADA) on the City water storage reservoirs and wells. The City staff reviewed the proposals and recommend awarding the contract to Dorsett Technologies for the cost of \$60,802.00.

RECOMMENDATION: Approve the award of contract for the design and installation of a Supervisory Control and Data Acquisition System (SCADA) to Dorsett Technologies for the proposed bid amount of \$60,802.00 and approve funding the project for the bid amount of

\$60,802.00 with contingency of \$4,198.00 for a total project cost of \$65,000.00; and authorize the Mayor's signature to any necessary documents.

12. CONSIDER THE APPROVAL OF THE AWARD OF CONTRACT TO GERBER CONSTRUCTION FOR REPAIRS TO THE FREEPORT WATER RESERVOIR

BACKGROUND: Proposals were received from four construction companies to repair the Freeport one million gallon culinary water reservoir. The City Engineers, State Division of Water Quality, and City staff reviewed the proposals and recommend awarding the contract to Gerber Construction. Gerber Construction's bid amount is \$121,052.00 to repair the interior and exterior concrete walls, and \$27,450.00 to install a surface color coating to the exterior concrete wall; for a total project cost of \$148,502.00.

RECOMMENDATION: Approve the award of contract to Gerber Construction for repairs to the Freeport Water Reservoir to Gerber Construction with the proposed bid amount of \$148,502.00 and approve funding of the project for the bid amount of \$148,502.00 with contingency and engineering costs of \$51,498.00 for a total project cost of \$200,000.00; and authorize the Mayor's signature to any necessary documents.

13. CONSIDER APPROVAL OF RESOLUTION 2013R-04 APPROVING THE INTERLOCAL AGREEMENT WITH DAVIS COUNTY FOR ASSISTANCE WITH THE 2012 MUNICIPAL ELECTION

BACKGROUND: The City Recorder is recommending that this year's municipal election be conducted using electronic voting equipment. Davis County provided pricing for the equipment, programming and poll worker training and recruitment which fits within the City's election budget. This agreement outlines the County's and the City's responsibilities for the election.

RECOMMENDATION: Approve Resolution 2013R-04 approving the Interlocal Agreement with Davis County for assistance with the 2012 Municipal Election and authorize the Mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

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

****ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE CDRA
IN A WORK SESSION****

CDRA WORK SESSION IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING

(TENTATIVE) The CDRA will consider a motion to enter into a Closed Session for the purpose of a strategy session to discuss the purchase, exchange, or lease of real property. Utah Code Ann. § 52-4-204 and §52-4-205(1)(d)

****ADJOURN AS THE CDRA****

Dated this 21st day of March, 2013.

/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.