

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
May 12, 2015

PRESIDING:	Mike LeBaron	Mayor Pro Tem
PRESENT:	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Bruce Young	Councilmember
PRESENT: VIA TELEPHONE:	Mark Shepherd	Mayor
EXCUSED:	Keri Benson	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
	Scott Hess	Development Services Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Lee Naylor	Accountant
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Nike Peterson, LaNiece Davenport, Vern Phipps, Cody Bates

Mayor Pro Tem LeBaron called the meeting to order at 7:02 p.m.

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

Councilmember Young conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE APRIL 28, 2015 POLICY SESSION

Councilmember Jones moved to approve the minutes from the April 28, 2015 policy session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

PRESENTATION ABOUT INDEPENDENTS WEEK 2015 FROM BUY LOCAL FIRST UTAH

Kristen Lavelett from Buy Local First Utah presented information regarding the 2015 Independents Week. She informed the Council that Buy Local First Utah was a non-profit organization which provided an educational campaign throughout the State encouraging residents to buy from locally owned independent retailers. She shared some statistics related to how purchasing “locally” contributed to the local economy and distributed a handout specific to Clearfield City. She encouraged the Council to approve the Independents Week Proclamation and read it aloud.

Councilmember Bush expressed his opinion Buy Local First Utah was a great program and wished more businesses within the City would participate. He announced he had shared some statistical information on his Facebook page about the issue.

UPDATE BY HILL AIR FORCE BASE RESTORATIVE ADVISORY BOARD

Vern Phipps, the City’s representative on the Hill Air Force Base Restorative Advisory Board presented an update regarding the Air Force’s remediation plan for groundwater contamination. He shared a visual presentation with the Council which identified the location of the contamination plumes, the concentration levels of the contaminants and the desired acceptable levels, and mitigation efforts. He explained the treatment efforts which had been unsuccessful and the decided treatment plan which would be used for remediation. He emphasized the Air Force had been proactive remediating the contamination and spoke specifically to those efforts. He encouraged contact be made with him for further clarification and explanation pertaining to any questions.

Mayor Pro Tem LeBaron spoke to some of the slides which emphasized the documentation that illustrated the Air Force’s efforts on remediation. He inquired about the horizontal gradient or speed of the ground water for the plume. Mr. Phipps didn’t have that information but stated he would ask that question to the project manager and report back.

PUBLIC HEARING ON THE FIVE-YEAR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED PLAN

A public hearing to receive comments on the Five-Year Community Development Block Grant (CDBG) Consolidated Plan was opened on March 24, 2015 which commenced a 30-day comment period; however, no comments were received. The public hearing needed to be closed before additional action could take place.

LeNiece Davenport, consultant, reported no public comments had been received during the public comment period but she did receive input from service providers and citizens throughout the planning process. She mentioned the Plan had been drafted to meet all of HUD’s (Housing and Urban Development) rules and recommendations and announced the next step in the process would be adoption by the City Council and submission to HUD for its approval.

Mayor Pro Tem LeBaron opened the public hearing at 7:28 p.m.

Mayor Pro Tem LeBaron asked for public comments.

There were no public comments.

Councilmember Young moved to close the public hearing at 7:28 p.m. seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN AMENDMENTS FOR PROGRAM YEAR 2013-2014 AND 2014-2015

Staff had submitted the proposed Community Development Block Grant (CDBG) amendments for the 2013-2014 and 2014-2015 Program Years. A work session was held on February 24, 2015 and a policy session was held on March 24, 2015 to discuss the proposed amendments. No comments were received during the 30-day comment period.

Scott Hess, Development Services Manager, explained there was a balance of funds from previous identified program years which had not been completely spent and reported staff was proposing the funds totaling \$15,827.47 be appropriated toward the 2014-2015 400 West infrastructure road project.

Clearfield City's 2013-2014 and 2014-2015 Action Plans originally reported:

2013-2014 Projects	Allocated	Spent	Balance
Davis Community Learning Center	\$10,646	\$6,899.17	\$3,746.83
CDBG Administration	\$20,000	\$18,466.36	\$1,533.64
2014-2015 Projects			
Clearfield Youth Resource Center	\$10,547	\$0	\$10,547.00
TOTAL			\$15,827.47

Mayor Pro Tem LeBaron opened the public hearing at 7:30 p.m.

Mayor Pro Tem LeBaron asked for public comments.

There were no public comments.

Councilmember Young moved to close the public hearing at 7:30 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

CITIZEN COMMENTS

Vern Phipps, resident, expressed appreciation to the Council for allowing he and his wife, Cheryl, to set up a table at the Neighborhood Open Houses regarding suicide awareness/prevention. He announced a community suicide awareness program was scheduled for the fall, possibly September/October, at the high school which would bring together several organizations providing information. He informed the Council that they had also been invited to participate in the organization "Davis Helps" which provides social services within the County dealing primarily in suicide prevention as well as other emotional needs.

Along with that, he had learned the Clearfield Police Department was the only department within Davis County which didn't have a depository for outdated or unused prescription medications. He stated access to those types of drugs had an impact on suicide and encouraged the City to reconsider its policy. He requested the City's support for the suicide prevention programs.

Nike Peterson, resident, stated she was speaking as a representative from her neighborhood and expressed appreciation to the Council for the improvements to South Main Street. She requested in addition to the one million dollars which was spent on the improvements, the City appropriate additional funds of approximately \$3,000 for street striping from approximately 1900 South, just south of Antelope Elementary, to Gordon Avenue in Layton. She shared some statistics related to the number of vehicles which used that route daily, the speed of those vehicles, the speed limit of the street, and the fact that it was a safe schools walking route in addition to a significant number of pedestrian traffic. She reported she had contacted Morgan Pavement to get an idea of cost for the street striping and a best guest estimate was approximately \$3,000.

Ms. Peterson referred to Vision 2020 which identified safety as a core value and suggested a narrow street would be perceived by drivers to decrease travel speed and mentioned the City had been successful in slowing traffic in other areas of the City using a similar philosophy. She shared an illustration of two recent accidents which occurred during the past week at the same location both times on South Main. She suggested the road seemed unfinished and requested the City's support for striping the street with a double line down the middle with shoulder striping on both sides.

Mayor Pro Tem LeBaron suggested Scott Hodge and Chief Krusi assess and determine the need, expense and appropriation for the suggested project.

APPROVAL OF A PROCLAMATION DECLARING THE WEEK OF JULY 1 – JULY 7, 2015 AS INDEPENDENTS' WEEK IN CLEARFIELD CITY

Clearfield's core of independently-owned businesses gives back to the community in goods, services, time and talent. Additionally the health of Clearfield's economy depends on support of businesses owned by its friends and neighbors. Local business owners and their employees enrich residents' shopping experiences with their knowledge and reflect a sense of place. The proclamation is a salute to community members and locally owned independent businesses that are integral to Clearfield.

Councilmember Bush moved to approve the Mayor’s signature to the Proclamation officially declaring July 1-July 7, 2015 as “Independents Week” in the City of Clearfield, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None.
Councilmember Benson was not present for the vote.

APPROVAL OF RESOLUTION 2015R-10 ADOPTING THE FIVE-YEAR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED PLAN

The Consolidated Plan was necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). The Plan covered Program Years July 1, 2015 to June 30, 2020. A 30-day comment period commenced March 25, 2015; however, no comments were received.

Councilmember Young moved to approve Resolution 2015R-10 adopting the Five-Year Community Development Block Grant (CDBG) Consolidated Plan and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

APPROVAL OF THE PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AMENDMENTS FOR THE 2013-2014 AND 2014-2015 PROGRAM YEARS

Councilmember Bush moved to approve the proposed Community Development Block Grant (CDBG) Amendments for the 2013-2014 and 2014-2015 Program Years and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

CONSIDERATION OF THE DEVELOPMENT AGREEMENT FOR THE ROSENBERG SUBDIVISION LOCATED AT APPROXIMATELY 938 SOUTH 2000 EAST

Mayor Pro Tem LeBaron announced the developer had requested the item be removed from the agenda and stated it would come before the Council for approval at a later date.

ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2015/2016 AND SET A PUBLIC HEARING FOR JUNE 9, 2015 TO RECEIVE PUBLIC INPUT ON THE BUDGET

The City had not yet received its certified tax rate for Fiscal Year 2016. The proposed budget was maintained the current revenue amount collected from property taxes. The tentative budget as presented to the Council for adoption was a balanced budget for all funds.

Rich Knapp, Administrative Services Director, stated the tentative budget was a balanced budget and mentioned the General Fund balance reserve was being spent down. He briefly reviewed the following highlights:

- General Fund revenues were \$15.5 million
- General Fund expenditures were \$16 million
- Utility revenues were approximately \$10 million
- Utility expenses were approximately \$11 million

He inquired if there were any questions from the Council and there were none.

Mayor Pro Tem LeBaron pointed out a more thorough update had been provided during the work session prior to the policy session.

Councilmember Bush moved to adopt the tentative budget for fiscal year 2015/2016 and set a public hearing on the budget for June 9, 2015 at 7:00 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Informed the Council he would be out of town next week with the Defense Alliance.
2. Announced the grand opening and ribbon cutting for Starbucks located at Falcon Hill.

Councilmember Bush

1. Stated he had attended the Water Environment Association of Utah Conference in St. George on behalf of the North Davis Sewer District (NDSD) and informed the Council discussions continued regarding the nutrients specific to sewer treatment plants throughout the State. He stated those entities were still fighting the Department of Water Quality specific to acceptable standards.
2. Indicated NDSD employees participated in a contest and took third place overall.
2. Announced the NDSD received the award for safest water treatment facility in the State of Utah.
3. Reported the Kiwanis Club had begun reviewing candidates for Hope of America Awards which would be presented to students attending the local elementary schools

Councilmember Jones – nothing to report.

Councilmember LeBaron – nothing to report.

Councilmember Young – nothing to report.

Adam Lenhard, City Manager – Recognized the Finance staff members for their efforts with the budget document and commented Rich Knapp, Administrative Services Director, and Lee Naylor, accountant, had exerted great effort on their part given the recent turnover with Jessica Hardy's, accountant, departure from the City.

STAFFS' REPORTS

Nancy Dean, City Recorder

1. Announced Declaration of Candidacy would begin Monday, June 1, 2015 and continue through Monday, June 8, 2015.
2. Reminded the Council the Municipal election would be a Vote by Mail Election.

3. Informed the Council that the Davis School District would be having a Bond Election this year in conjunction with the Municipal Election. She stated the School District would share some of the costs associated with the election.
4. Stated Clearfield High School had selected the City's scholarship recipient and announced it would be awarded to Kendell Thompson next week by Mayor Pro Tem LeBaron.
5. Informed the Council of the upcoming meeting schedule:
 - No meeting was scheduled for Tuesday, May 19, 2015
 - Neighborhood Open House tomorrow, Wednesday, May 13, 2015, from 6:00-8:00 p.m. at the Aquatic Center
 - Policy Session scheduled for Tuesday, May 26, 2015
 - Appeal Hearing for Staker-Parson Conditional Use Permit was scheduled for Wednesday, May 27, 2015 at 7:00 p.m.

Councilmember Jones moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 7:54 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None. Councilmember Benson was not present for the vote.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 26th day of May, 2015**

/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, May 12, 2015.

/s/Nancy R. Dean, City Recorder