

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
November 24, 2015

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Mark Baird	Water Superintendent
	Dan Schuler	Stormwater Superintendent
	Brad Wheeler	Streets Superintendent
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Rich Knapp	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Kathryn Murray, Vern Phipps

Mayor Shepherd called the meeting to order at 6:03 p.m.

DISCUSSION ON AMENDMENTS TO THE GOOD LANDLORD PROGRAM

Adam Lenhard, City Manager, announced a change had been made to the State Law that controlled who the City could restrict from renting residential housing within the City. He indicated the Legislature would most likely be addressing the statute during its upcoming session next year and reported the statute was now different from the City's language in its Good Landlord Agreement. He continued the language was too strict and distributed a handout reflecting the current language as well as the proposed amendment to the language. He pointed out the language was not in the ordinance, therefore no formal action from the Council was needed; however, staff desired the Council be made aware of the proposed change. He reviewed the proposed change with the Council. A discussion took place regarding the proposed amendment and how other municipalities would be accommodating the statute change. The Council agreed the agreement should be modified to meet State Law requirements.

DISCUSSION ON THE PUBLIC WORKS & PARKS FACILITIES IMPROVEMENT PROJECT

Scott Hodge, Public Works Director, distributed some illustrations of the future Public Works and Parks Facilities site and explained a firm had previously completed a needs assessment. He added part of the project would remove the road separating the current two facilities. He reported the City was currently in the first phase of the project and informed the Council that a property line adjustment had been approved with Jennmar, who had expressed interest in some additional property currently owned by the City. He added Jennmar was also giving some property to the City which would allow the property to be squared off.

Mr. Hodge explained the next phase of the project would be completing the roadwork which encompassed the following:

- Demolition of an existing house owned by the City.
- Relocation of Utilities.
- Relocation of the RV dump station.
- Installing curb, gutter and sidewalk along Main Street in front of the facilities.

Mr. Hodge directed the Council to page 2 of the illustrations which reflected a rendering of how the new facilities would look at completion. He reminded the Council the project consisted of four phases and a needs assessment had previously been completed for budgetary purposes. He pointed out the phasing of the project also allowed the facilities to be operational during the improvement project.

He announced a bid opening for the second phase of the project recently took place and reported bids were significantly higher than projected in the needs assessment. He distributed a handout reflecting the figures and reviewed them with the Council. He expressed his opinion the needs assessment didn't accurately calculate costs specific to labor for the buildings and believed the initial needs assessment failed to capture the work which was required for the project; however, figures for the items pertaining to the new street, curb and gutter, etc. were much closer. He reviewed the submitted bids for the 1B portion of the project.

He pointed out there were not enough appropriated funds to complete the 1B portion of the project and was requesting direction from the Council on whether additional funding could be appropriated or if the project should be delayed. A discussion took place regarding the figures and possible options for moving forward with the project.

JJ Allen, Assistant City Manager, requested a review of the items identified for completion in Phase 2 of the project. Mr. Hodge responded new administration buildings for Public Works and Parks was scheduled for Phase 2 and directed the Council to the second page of the illustration handout for further explanation. He mentioned the new fuel station was also included in Phase 2 as well as the demolition of the existing administration buildings.

Mayor Shepherd asked what the original cost estimate was for Phase 1. Mr. Hodge responded the original needs assessment reflected a figure of \$651,000 for Phase I. Mr. Lenhard added

\$600,000 had been appropriated in the current fiscal year and \$50,000 was used from the previous budget year.

Rich Knapp, Administrative Services Director, stated the City was not going to be able to pay for all four phases of the project from its reserves because of the cost differences being seen through the bidding process. He suggested the City would have to borrow funds to complete Phase 3 or wait longer than originally projected to complete the entire project. Mr. Hodge also mentioned the needs assessment had not accounted for architectural or engineering costs for the project. Mr. Lenhard indicated the City intended to pay cash for Phase 2 of the project and possibly borrow to complete Phase 3.

Mr. Lenhard clarified staff was suggesting using the same structure which was already in place, splitting the costs between the five funds (streets, water, sewer, storm drain and solid waste) for completing Phase 2, and bringing a budget amendment to the Council for the remaining funds at the same time the bid was awarded.

The Council toured the following facilities at the Public Works Facility:

- Salt storage building
- Sander racks
- Open storage area
- New location for fuel tanks and explained how the property would be squared off for the adjacent property owner, Jennmar
- New Parks building

The meeting adjourned at 6:45 p.m.

**APPROVED AND ADOPTED
This 12th day of January, 2016**

/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, November 24, 2015.

/s/Nancy R. Dean, City Recorder