

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 19, 2016

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Greg Krusi	Police Chief
	Mike Stenquist	Assistant Police Chief
	Kelly Bennett	Police Lieutenant
	Cierra Mullins	Police Records Clerk
	Maria Cabrera	Code Enforcement Officer
	Spencer Brimley	Development Services Manager
	Payden McRoberts	Planning Intern
	Mark Baird	Wastewater/Water Superintendent
	Dan Schuler	Storm Water Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Lee Naylor	Accountant/Budget Analyst
	Audrey Curtis	Human Resources
	Marliss Scott	Public Relations/Special Events
	Nancy Dean	City Recorder

VISITORS: Thomas Gillespie, Hiedi Johnson, Colleen Allen, Clarissa Draper, Cheryl Fansler, Mike Jones, Jordan Brimley, Dennis Bell, Norah Baron, Don Baron, Maureen Smith, Don Bush, Kristi Bush

CITY COUNCIL OPEN HOUSE FOR THE WASATCH, SOUTH CLEARFIELD AND HILL FIELD ELEMENTARY SCHOOL NEIGHBORHOODS

Mayor Shepherd, the City Council, and staff welcomed residents to the open house highlighting different City services. Residents were provided with information about the budget, economic development, planning and zoning, police department efforts, code enforcement, emergency preparedness, fire safety, utility and road projects and recreational opportunities.

The open house adjourned at 7:30 p.m. Following the City Council Open House, the City Council met in the executive conference room located at the Clearfield City Building, 55 South State Street, to convene to a CDRA work session.

The CDRA work session minutes are kept in a separate location.

Following the CDRA work session, Mayor Shepherd called the City Council work session to order at 8:33 p.m.

DISCUSSION ON THE 2016/2017 FISCAL YEAR BUDGET

Adam Lenhard, City Manager, reported staff had completed research to respond to Councilmember Young's question regarding the economic self-sufficiency of the Aquatic Center. He also mentioned the expenditure in the upcoming budget for the National League of Cities had been amended leaving enough funds for one individual to attend the conferences. Curtis Dickson, Community Services Deputy Director, distributed a handout addressing the economic self-sufficiency of the Aquatic Center based on the FY2015 budget and reviewed the handout. Mr. Lenhard pointed out the operational self-sufficiency of the facility was strong.

Mr. Lenhard reported Rich Knapp, Finance Manager, had made all requested corrections to the proposed budget during previous work sessions. He emphasized the compensation plan study was not yet ready to be presented to the Council so there were place holders in the budget for potential expenditures associated with its completion. He recommended the Council consider committing to an employee compensation plan for the future that would provide consistency for employees. He believed the Customer Service Center proposed in the budget would be a priority for the organization; however, the timing for that project had not yet been identified. He stated staff was asking for funds to be appropriated to be used for that purpose in the future. He expressed his opinion the staff positions operating the Customer Service Center would be the face of the City and requested the Council trust the executive staff as it worked toward implementing the proposed changes. Councilmember Benson asked if court functions were included as part of the South Jordan City Customer Service Center. (South Jordan City's structure was which was being used as a model for the proposed change.) JJ Allen, Assistant City Manager, responded South Jordan had tried to incorporate the court functions but wasn't able to make it work. Mr. Lenhard added that was one of the issues which would still need to be explored by the executive staff.

Councilmember Young inquired about the compensation plan study. Mr. Lenhard believed it had been good to go through the process and believed the consultants had brought a unique perception to the City's compensation plan. He stated it had been a good learning experience. He reviewed some of the challenges associated in completing a position by position analysis and a discussion took place specific to the study.

Councilmember Benson asked how many employees were still employed with the City that had benefitted from the tuition reimbursement program. Mr. Lenhard responded he could only recall one employee within the past five years who left employment early. He reported that employee paid back the prorated portion of the reimbursement upon termination. He continued the majority of those participants were still employed with the City. Councilmember Young expressed his opinion the City's tuition reimbursement was generous specific to how many years an employee was required to maintain city employment. Councilmember Peterson asked how the City balanced the weight of the degree against a possible wage increase. Mr. Lenhard responded it

was not standard practice for promotion for the tuition reimbursement participant upon graduation.

Councilmember Peterson inquired about appropriating funds for building maintenance and repair. Mr. Lenhard mentioned the proposed budget year didn't include a building repair appropriation and indicated if there became a need for repairs, funds could be recognized through the fund balance. He asked the Council if it desired a more dedicated approach toward that purpose and a discussion took place.

Councilmember Peterson asked if the appropriation for holiday lighting in the proposed budget was the last phase for that project. Eric Howes, Community Services Director, responded phase 2, which was identified in the proposed budget, was planned to complete the lighting at City Hall and nothing else had been identified.

Councilmember Peterson stated her last question was regarding the life of the UPS (Uninterrupted Power Supply) batteries. Mr. Howes responded the life of the batteries was approximately three to four years. Mr. Lenhard stated he had requested staff complete research to determine if there was some newer technology which could eliminate the use of the batteries.

The meeting adjourned at 9:10 p.m.

APPROVED AND ADOPTED
This 10th day of May, 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, April 19, 2016.

/s/Nancy R. Dean, City Recorder