

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
December 13, 2016

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush Vern Phipps Tim Roper Bruce Young	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Nike Peterson	Councilmember
STAFF PRESENT:	Adam Lenhard JJ Allen Stuart Williams Greg Krusi Laura Lewis Curtis Dickson Summer Palmer Rich Knapp Terrance Jackson Nancy Dean	City Manager Assistant City Manager City Attorney Police Chief Emergency Services Coordinator Community Services Deputy Dir. Administrative Services Director Finance Manager IT Manager City Recorder
EXCUSED:	Kim Read	Deputy City Recorder

VISITORS: Kelly Franklin – Orbital ATK, Derek Walker – Better City, Adam Hughes – Better City.

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON FISCAL YEAR 2017 BUDGET AMENDMENTS

Rich Knapp, Finance Manager, explained the proposed amendments would increase the total use of reserves or available cash to approximately \$1.8 million. He reviewed the proposed budget amendments with the Council:

- Canal Trail Resurfacing Phase I
- IT Equipment for Victim Advocate position – grant funded
- Interest Earnings Revenue
- 2 Adobe Suite all applications for new marketing positions
- Camera for Court Holding Cell 2
- Door Access Controller and door hardware for Legal
- Council Chambers new screen & video controller
- Printer/Copier/Scanner for Aquatic Center and Public Works
- Overtime for Dispatch and Buildings
- Better City feasibility study

- Court Magnetometer – grant funded
- Acquisition of two small parcels at Island View Park
- Increase for full time Communication Coordinator position
- New part time Marketing/Graphic Design Specialist
- Planning services for Clearfield Station short timeline
- Energy Performance Project – bond proceeds and expense
- Energy Performance Project – first payment on lease.

Eric Howes, Community Services Director, announced savings had already been recognized through the Energy Performance Project and stated there were also some contingency funds remaining from the project. He also stated the City also received rebates and incentives from Rocky Mountain Power specific to the Aquatic Center that totaled just under \$32,000. He announced \$332,000 had been appropriated for the purchase of the streetlights and informed the Council that the purchase price was approximately \$38,000 less than projected based on audit results. He concluded taking everything into consideration the City had approximately \$109,000 of funding remaining for the project. He requested direction from the Council on how the City should proceed. He reported there were three options for consideration:

- Take the rebates and apply to the General Fund
- Take the remaining funds and fold them back into the project to complete other energy saving projects at City Hall
- Use the remaining funds toward pay back of the loan

Mr. Howes recommended appropriating the funds for additional projects at City Hall and explained how the heating and cooling system currently operated. He stated because the Police Department and Dispatch were operational 24/7, the entire building was either heated or cooled based on those needs. He continued one proposed project would allow the separation of the system so it only heated or cooled two thirds of the building during regular business hours, Monday through Friday. He believed the improvement project would allow better energy control on behalf of the City. He announced specific costs for the project had not yet been identified and a discussion followed.

Councilmember Phipps expressed his opinion it would be a good use of the money and suggested the project was energy conservation directed. Councilmember Young agreed but wanted to see a rough justification of costs. Mr. Howes stated that would be presented to the Council prior to proceeding with the project to receive its final approval for the City building improvements.

Mr. Knapp resumed reviewing the budget amendments:

- Lease backhoe additional cost
- F-250 truck
- Mabey Pond – Park Capital Fund
- F-250 – Water Fund

DISCUSSION ON THE DOLLAR TREE SUBDIVISION LOCATED AT APPROXIMATELY 567 NORTH MAIN STREET

Spencer Brimley, Development Services Manager, informed the Council that the subdivision approval on the policy session's agenda was specific to the Dollar Tree development. He reminded the Council the project had received site plan approval for the two lots on North Main, one for a Dollar Tree and the other for a drive-thru restaurant. He continued Planning Commission approved the site plan and preliminary subdivision during its meeting on Wednesday, December 7, 2016 and also recommended approval for the final subdivision plat.

Mr. Brimley shared a visual illustration identifying the two lots and pointed out the request was to adjust the parcel line currently separating the two lots further north. He mentioned the amendment would change the size of each parcel from 0.62 for each to 0.746 and 0.481 respectively.

He pointed out the lots would share parking via cross access agreements which were previously approved with the site plan. He mentioned there was an easement to accommodate an existing sewer line and a Public Utility Easement would exist around the perimeter of the property. He explained any future reconfigurations specific to the lot would require completing the site plan approval process.

Councilmember Bush clarified the easements didn't currently exist. Mr. Brimley indicated the easements would be added to the plat with the recording of the subdivision plat. He added the City's Public Works department had reviewed and agreed with the location for the easements and a discussion took place regarding the sewer line.

Mr. Brimley stated the project was consistent with the General Plan and informed the Council of issues regarding the escrow and UDOT approval. Councilmember Bush asked if the developer had determined what business would be located on the northern property. Mr. Brimley responded that hadn't yet been decided.

Councilmember Bush moved to adjourn as the City Council and reconvene as the CDRA at 6:27 p.m., seconded by Councilmember Young. All voting AYE. Councilmember Peterson was not present for the vote.

The City Council work session reconvened at 6:31 p.m.

DISCUSSION ON THE BETTER CITY FEASIBILITY STUDY

JJ Allen, Assistant City Manager, referred to the Better City Feasibility Study previously provided to the Council. He introduced Adam Hughes and Derek Walker, Better City representatives, to the Council.

Adam Hughes, Better City representative, briefly reviewed the designated area addressed in the feasibility study and announced the presentation would identify recommended uses within that area. He stated if the City developed what the market could currently sustain it would limit the

site's development. He continued the study's goals reflected the goals and objectives of the City to create a vibrant downtown area which would be a catalyst for redevelopment and invite additional development along the State Street corridor. He suggested the City look to the future and push the market in a new direction that the development community wouldn't normally follow except if guided by the City.

Derek Walker, Better City representative, reviewed the key findings and considerations of the study as well as presented recommended projects to the Council. He announced the area would be known as the Mabey Pond area; however, it encompassed a good portion of Lakeside Square, the mobile home park and other adjacent parcels.

He announced the goal was to determine the feasibility for redevelopment on the site and reported the Mabey Pond area showed a lot of potential to be the new downtown of Clearfield. He suggested its development would spin other development along the State Street corridor. He indicated existing studies were reviewed to determine what might be implemented through the recommendations in the current feasibility study. He continued economic conditions were also considered and the site itself was studied for opportunities and impediments to development: office, retail, residential, hotel and entertainment. Mr. Hughes explained the reasons why the Mabey Pond area was identified as the area to focus for redevelopment.

Mr. Walker announced the three opportunities to seize specific to the site were: 1) Mabey Pond, 2) the traffic counts and visibility along State Street, and, 3) the job centers' proximities to the site, Hill Air Force Base (HAFB), Freeport Center, etc. He also identified the challenges: 1) the current low quality of buildings and tenancy, and, 2) the large non-residential uses of HAFB and Freeport Center. He suggested more rooftops in the downtown area would be needed to support redevelopment. Councilmember Bush asked if new and future multi-family housing had been considered in determining the target number for rooftops. Mr. Hughes responded future housing had been considered.

He reviewed an economic overview highlighting population, household income, employment and employers. He shared an illustration of the site and reviewed the site analysis with the Council pointing out the poor building quality didn't provide the vibrancy needed to support redevelopment on its own. He explained office users desired to be located near amenities. He added retailers wanted to locate where their targeted customer base was already going to be and suggested that amenity mix needed to be created.

He reviewed specifics about office development, retail development and residential uses specific to what was needed to support the redevelopment of the area. He suggested the site be developed with live and work buildings, restaurants and entertainment amenities, and a possible hotel.

Mr. Hughes reviewed the illustration for the proposed redevelopment.

Councilmember Bush moved to adjourn the City Council work session and reconvene as the City Council in a policy session at 7:00 p.m., seconded by Councilmember Young. All voting AYE. Councilmember Peterson was not present for the vote.

The City Council work session reconvened at 7:49 p.m.

BETTER CITY FEASIBILITY CONTINUED

Mr. Hughes pointed out one result from the study was the need to create an activity center and a permeable corridor which would drive vibrancy to the redevelopment and shared a conceptual site plan identifying each one. He suggested one of the strategies was to encourage the relocation of existing businesses which would make way for additional future redevelopment.

He mentioned another suggested strategy would be to require the developer of multi-family housing to also develop a theatre component. He continued the development agreement could be structured in such a way that the housing and theater amenity be built simultaneously. He added the movie theater would create a destination attraction which would assist in creating demand for the multi-family housing. Mr. Walker mentioned townhomes would be a very important component to the overall plan as it created ownership within the project. He suggested there was current demand for townhomes in the area and suggested that portion of the development might require a separate developer.

He explained options of different models for the theater for the Council to consider but specifically suggested a movie and/or performing arts center to provide additional visitation to the development.

Councilmember Bush liked the idea of a theater component with a stage and suggested it could also be used for dance recital performances. He believed there was a State law with specific requirements to be followed when displacing residents of a mobile home park. Adam Lenhard, City Manager, responded the City was required to provide a nine month notice to residents or provide another option for housing for residents. Councilmember Bush asked if there was anticipation that Mabey Pond would be used for paddle boats or similar amenities within the development and believed some adjacent homeowners' properties extended into the pond. Mr. Hughes added unique attractions to the plaza would bring additional people to the center.

Councilmember Young requested additional explanation regarding the numbers provided in the feasibility study and expressed concern how the costs justified the feasibility. Mr. Hughes explained the figures included in the study specifically speaking to property acquisition and construction costs. Councilmember Young expressed concern the project had a linear look to it and wondered how attractive that would be to developers. Mr. Hughes responded the current proposal was very basic until a developer was recruited to the project. Mr. Walker mentioned the current road connections and configurations had been a challenge for the site. He also mentioned the pedestrian access from the pond to the theater would need to be addressed.

Councilmember Phipps mentioned the report spoke to the park on the other side of the pond and its ability to raise the viability of the area. He asked if it was important for the City to make sure the park was a viable amenity. Mr. Hughes responded the park was important as well as the suggested plaza which should be considered park space as well. He reiterated the inclusion of a unique attraction contributed to the overall vibrancy of the development. He suggested the attraction could create a more compelling enhanced park experience.

Mr. Hughes announced the next step was for the Council to review the feasibility study and provide comments and questions and then move forward with implementation. Mr. Allen asked the Council if it had recognized any red flags with the study or recommended projects and nothing was expressed. He requested any comments or concerns be forwarded to him by Monday, December 19, 2016, which he would then forward to the consultant. He suggested the study could be edited and updated and indicated the City would authorize Better City to move forward with Phase Two, implementation of the plan. Mr. Hughes mentioned if the economic changed in the City, Better City would want to update its study to reflect those market changes.

Mr. Hughes and Mr. Walker left the meeting at 8:15 p.m.

UPDATE ON THE DEVELOPMENT OF CLEARFIELD STATION LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET

JJ Allen, Assistant City Manager, updated the Council on the development of Clearfield Station. He stated recent interest had been expressed in the property and the City had been working with Davis County Economic Development to create a development proposal. He explained how the development might be accomplished with Thackeray Garn developing Phase 1B, the residential component, of the development. He pointed out the challenges associated with the project. Mayor Shepherd expressed his opinion the project would be a great opportunity for Clearfield and a discussion followed.

The meeting adjourned at 8:35 p.m.

**APPROVED AND ADOPTED
This 24th day of January, 2017**

/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, December 13, 2016.

/s/Nancy R. Dean, City Recorder

