

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
January 26, 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
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Spencer Brimley	Development Services Manager
	Eric Howes	Community Services Director
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Jean Wunderlich, Parker Bates, Tyler Ashby, Carter Swensen, Ethan Hill, David Curtis, Kenny Howard, Jacob W. Mumford, Jayce M. Stoker, Bryce Reed, Braxton Jeppesen, Jett Potter, Cameren Wade, Robert Bercher, Noah Steele, Chris Uccardi, Jennifer Vanhaafren, Diane Brown, Michael D. Britton

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd 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 Bush and Senior Patrol Leader Jean Wunderlich conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE JANUARY 6, 2016 WORK SESSION AND THE JANUARY 12, 2016 POLICY SESSION

Councilmember Benson moved to approve the minutes from the January 6, 2016 work session and the January 12, 2016 policy session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT FOR THE PROPOSED AMENDED FINAL SUBDIVISION PLAT FOR THE NINIGRET FIELD SUBDIVISION PLAT LOCATED AT APPROXIMATELY 700 SOUTH 1360 WEST (TIN: 12-766-0004)

Spencer Brimley, Development Services Manager, explained the amendment was for a previously existing subdivision. The two-lot subdivision would allow for the development of a public trailhead on 700 South, south of the Ninigret development in Syracuse. Syracuse City desired to develop a small portion of that property for a trailhead which would benefit both Syracuse and Clearfield City residents. The Planning Commission recommended approval during its meeting on Wednesday, January 6, 2016.

Mayor Shepherd opened the public hearing at 7:06 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Young moved to close the public hearing at 7:07 p.m. seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

CITIZEN COMMENTS

Carter Swensen and Alec Richey, Boy Scout Troop 616, expressed concerns regarding car break-ins and shared some statistics which reflected approximately 3 break-ins every month. Alec Richey asked the police department what was being done or what residents could do to assist the police department or discourage the behavior.

Police Chief Krusi responded residents could help by locking their cars and removing valuable items as most break-ins are crimes of opportunity.

APPROVAL OF AND CONSENT TO THE MAYOR'S APPOINTMENTS OF INDIVIDUALS TO SERVE ON THE PLANNING COMMISSION

The Planning Commission currently had vacancies for two members. Residents were asked to submit letters of interest and interviews were conducted by the City Council during the work session on Tuesday, January 19, 2016.

Councilmember Young commented it was great to have had so many applicants interested in serving on the Commission. Councilmember Bush expressed agreement with Councilmember Young's remarks and mentioned it had been difficult to make a decision as all candidates would have done a great job for the City.

Councilmember Peterson moved to approve and consent to the Mayor's reappointment of Amy Mabey as a regular member of the Planning Commission with a term expiring February 2021 and the Mayor's appointments of Ron Jones as a regular member of the

Planning Commission with a term expiring February 2020 and Chris Uccardi as an alternate member with a term expiring February 2021, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

Mayor Shepherd acknowledged the attendance of Chris Uccardi and announced Ron Jones and Amy Mabey had indicated they were unable to attend the meeting due to scheduling conflicts.

APPROVAL OF AND CONSENT TO THE MAYOR'S APPOINTMENT OF INDIVIDUALS TO SERVE ON THE CITY'S PARKS AND RECREATION COMMISSION

The Parks and Recreation Commission currently had vacancies for three members. Residents were asked to submit letters of interest and interviews were conducted by the City Council during the work session on Tuesday, January 19, 2016 and during the work session prior to the meeting.

Councilmember Phipps also mentioned the number of interested candidates expressing a desire to serve on the Parks & Recreation Commission. He commented all the applicants were good people with a genuine desire to serve their community.

Councilmember Young moved to approve and consent to the Mayor's appointments of Thomas Mayer with a term expiring December 2017, Nathan Wimmer with a term expiring December 2018, and Connie Dooley with a term expiring December 2018 as members of the Parks and Recreation Commission and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

APPROVAL OF A PROPOSED SUBDIVISION PLAT AMENDMENT FOR THE NINIGRET FIELD FINAL SUBDIVISION LOCATED AT APPROXIMATELY 700 SOUTH 1360 WEST (TIN: 12-766-0004)

Councilmember Phipps moved to approve the subdivision plat amendment for the Ninigret Field subdivision located at approximately 700 South 1360 West (TIN: 12-766-0004), as conditioned and recommended by the Planning Commission, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

Mayor Shepherd inquired who would be responsible for maintenance of the site since it was within Clearfield City boundaries. Spencer Brimley, Development Services Manager, clarified Syracuse City had been made aware of the maintenance issue associated with the site and understood it would be responsible for maintenance of the property.

UPDATE ON THE FISCAL YEAR 2016 FINANCIAL STATUS

Rich Knapp, Finance Manager, shared an update on the Fiscal Year 2016 financial status through the end of December 2015 and pointed out the following:

- The CDRA reflected a loss due to the sale of some property because the value on the books was higher than the sale price.
- PARAT tax revenue received by the City so far was on track to be about \$195,000 per year.
- Sales tax revenue was the highest it had ever been.
- The new investment strategy would result in approximately an additional \$100,000 per year.
- Sales Tax Bond refunding interest rate was locked in November and would be ready for closing in April. This would result in a savings of \$72,000 per year or \$817,000 over the remaining life of the bonds.
- When this savings is combined with last year's GO Bond refunding the City was now saving \$170,000 in interest per year of \$1.4 million over the life of the loans.
- With budget amendments the City was anticipated to spend down fund balance by \$788,000 but the City was also bringing in more monies from other funds to make the payment on the Sales Tax Revenue Bonds; therefore that figure was now \$682,000.
- He reviewed unrestricted fund balances from previous years and indicated the FY16 budget would have resulted in the fund balance dropping below 25 percent, but the beginning amount came in higher than projected.
- Sales tax revenue would be approximately \$200,000 over projected amounts.
- Shared economic trends relative to PARAT and Sales Tax collections/revenues.
- Payroll was higher than last year because there were three paydays in December 2016, in addition to the small employee wage increases.
- He reviewed the ATK incentive of \$2.8 million specific to the CDRA
- He reviewed the investment revenue and mentioned the City still participated in the State's Public Treasury and Investment Fund (PTIF) in addition to other investments.

Mr. Knapp reviewed historical revenues, expenditures and changes in balance for the first half of the fiscal year.

Councilmember Peterson clarified the City hadn't overspent in previous budget years; it had deliberately appropriated funds to reduce the amount in the City's unrestricted fund balance. Adam Lenhard, City Manager, clarified the State required the City to limit the funds in the unrestricted fund balance. Mr. Knapp mentioned the spending of those funds needed to be carefully appropriated as they should be considered "one time" monies. He stated there was nothing of note for the remainder of the identified funds.

Mr. Knapp stated pages 5 through 12 reflected more detail for specific variances between years and highlighted those reflected in blue:

- Sales Tax
- Building permits

- B&C roads – he mentioned the motor fuel tax which was passed during the last election would begin January 2016 and emphasized no funds had yet been received. He stated he didn't know when Proposition 1 monies would be received. He estimated Proposition 1 funds to be approximately \$350,000 per year.
- Aquatic Center was higher than last year.
- Interest earnings
- He mentioned the increase in sewer charges assessed by North Davis Sewer District.

He asked if there were any questions from the Council. Councilmember Phipps asked if there was speculation as to why the PARAT tax spiked in September. Mr. Knapp responded he couldn't speculate and stated he would complete further research.

Mr. Lenhard commented the City had a different retail sector than other communities because of the Freeport Center and shared some specific examples.

COMMUNICATION ITEMS

Mayor Shepherd

1. Reminded the Council he would be out of town from Friday, February 5, 2016 through Thursday, February 11, 2016.
2. Informed the Council that the first planning meeting for the Cotopaxi Questival had taken place and expressed his opinion it would be an amazing event for the City.
3. Stated staff was in the process of finalizing entertainment for the Fourth of July celebration.
4. Reported on economic trend recently presented by the University of Utah which reflected more apartments were built in Utah in the year 2015 than seen in the previous 20 years. He indicated this was a unique trend yet very explainable; the cost of homes significantly increased during that same time frame but wages and income were not increasing proportionately. He concluded the opportunity for some to purchase a home might not be available at the same time there was a huge section of the population, the millennial generation, that was perfectly fine with renting an apartment and had no desire to purchase a home. He reminded the Council of statistics shared by a realtor during the City Council meeting on Tuesday, January 12, 2016, which identified the lack of available homes on the market within the Davis County area which reflected a current supply and demand issue.

Councilmember Benson

1. Stated she was delighted to see so many youth attending the City Council meeting and encouraged the scouts to pursue their Eagle Scout.
2. Indicated she was looking forward to visiting the Legislature for Local Official's Day.

Councilmember Bush

1. Stated it was great to see so many people attending the City Council meeting.

Councilmember Peterson

1. Expressed appreciation to those individuals interviewed for different volunteer opportunities within the City. She mentioned it would be great to have so many individuals excited to serve.
2. Stated she had attended her first NDFD (North Davis Fire District) Board meeting.

Councilmember Phipps

1. Stated he was glad to see so many youth attending the meeting.

2. Informed the Council that he had attended the Utah League's Newly Elected Official's training on Saturday, January 23, 2016, in Provo and mentioned he had learned a lot.
3. Stated he had attended his first Wasatch Integrated Waste Board meeting earlier in the evening and announced the new PARC facility was open which allowed usable goods taken to the landfill to be refurbished and purchased. He mentioned it was being operated by individuals from PARC (Pioneer Adult Rehabilitation Center). He indicated the official grand opening was scheduled for Thursday, April 14, 2016.
4. Reported he had also attended his first Parks & Recreation Commission meeting on Wednesday, January 20, 2016. He announced it was starting an "Equipment Locker" which would allow used sports equipment to be donated for members of the community to reuse.
5. Announced a "Tour of Clearfield Parks" contest would be sponsored by the Parks & Recreation Commission during which visits to the City's parks would be encouraged via a contest aspect. He stated more information would soon be announced.
6. Announced "Take Pride in Clearfield Day" had been scheduled for Saturday, April 23, 2016. He stated the event would be a great opportunity for scouts and other organizations to help with clean-up projects within the community and challenged everyone to participate.

Councilmember Young

1. Announced the expanded facilities at mosquito abatement had been completed.
2. Expressed appreciation to those in attendance at the meeting.

Adam Lenhard, City Manager

1. Expressed appreciation to Rich Knapp, Finance Manager, for the financial report he shared during the meeting with the Council. He mentioned it was difficult to adequately communicate everything behind the numbers associated with the budget. He encouraged residents with budget questions to make an appointment with Mr. Knapp for further clarification. He emphasized the City's financial position was very strong based upon the fact the City had just completed the audit process. He stated City staff assumed the stewardship of taxpayer dollars very seriously.
2. Reminded the Council that the budget kick-off meeting was scheduled for Friday, January 29, 2016, beginning at 7:30 a.m. during which the City Council and Executive Staff would set the financial course for the coming year.

STAFF REPORTS

Nancy Dean, City Recorder – Reviewed the Council’s calendar:

- The evening activity following the kick-off meeting would begin at 5:30 p.m.
- Local Official’s Day was scheduled for tomorrow, Wednesday, January 27, 2016.
- No meeting was scheduled for Tuesday, February 2, 2016.
- Regular policy session on Tuesday, February 9, 2016.

There being no further business to come before the Council, **Councilmember Young moved to adjourn at 7:42 p.m., seconded by Councilmember Bush. Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.**

**APPROVED AND ADOPTED
This 9th day of February, 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, January 26, 2016.

/s/Nancy R. Dean, City Recorder