

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
June 28, 2016 – POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Executive Conference Room
55 South State Street
Third Floor
Clearfield, Utah

6:00 P.M. WORK SESSION

Presentation and Discussion on Better City Economic Development Proposal
Discussion on the Energy Performance Contract (McKinstry)

(Any items not fully addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY:

Councilmember Bush

APPROVAL OF MINUTES:

June 14, 2016 – Policy Session

PUBLIC HEARING:

1. **PUBLIC HEARING TO RECEIVE COMMENT ON AMENDING THE 2015/2016 FISCAL YEAR BUDGET**

BACKGROUND: State law requires a public hearing before the City Council approves amendments to the City budget. Rich Knapp, Finance Manager, has prepared some proposed amendments for the 2015/2016 fiscal year budget.

RECOMMENDATION: Receive public comment.

2. **PUBLIC HEARING ON THE AMENDED FINAL SUBDIVISION PLAT FOR CLEARFIELD VILLA SUBDIVISION LOT 1 LOCATED AT 555 NORTH MAIN (TINS: 14-090-0001, 14-090-0070 and 14-090-0071)**

BACKGROUND: Ilgar Kassoumov is requesting an amendment to the Clearfield Villa Subdivision, Lot 1, by combining three lots into a single 0.3790 acre parcel of land. The sites are located at 555 North Main (TINS: 14-090-0001, 14-090-0070 and 14-090-0071). The properties are located in the C-2 (Commercial) zoning district. The Planning Commission considered this request during its meeting on Wednesday, June 1, 2016, and recommended approval.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

3. CITIZEN COMMENTS

4. CONSIDER APPROVAL OF THE AMENDED FINAL SUBDIVISION PLAT FOR CLEARFIELD VILLA SUBDIVISION LOT 1 LOCATED AT 555 NORTH MAIN (TINS: 14-090-0001, 14-090-0070 AND 14-090-0071)

RECOMMENDATION: Approve the amended final subdivision plat for Clearfield Villa Subdivision Lot 1 located at 555 North Main (TINS: 14-090-0001, 14-090-0070 and 14-090-0071) and authorize the Mayor's signature to any necessary documents.

5. CONSIDER APPROVAL OF RESOLUTION 2016R-13 ADOPTING AMENDMENTS TO THE 2015/2016 FISCAL YEAR BUDGET

RECOMMENDATION: Approve Resolution 2016R-13 adopting amendments to the 2015/2016 fiscal year budget and authorize the Mayor's signature to any necessary documents.

6. CONSIDER APPROVAL OF RESOLUTION 2016R-15 ACTING AS THE GOVERNING AUTHORITY OF THE NORTH DAVIS FIRE DISTRICT ADOPTING AND CERTIFYING ITS TAX RATE FOR THE 2016 TAX YEAR

BACKGROUND: The Clearfield City Council acts as the governing authority for the North Davis Fire District (NDFD). The Administrative Control Board of the NDFD desires to adopt the certified tax rate of .001182 for the 2016 tax year for the purpose of funding operating expenses and capital improvements and to provide fire protection, emergency medical and ambulance services and consolidated 911 and emergency dispatch services.

RECOMMENDATION: Approve Resolution 2016R-15 acting as the governing authority of the North Davis Fire District (NDFD) and adopting and certifying a tax rate of .001182 for the Fire District during the 2016 tax year and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF RESOLUTION 2016R-14 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN CLEARFIELD CITY AND DAVIS COUNTY FOR A UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM (UPDES) PERMIT

BACKGROUND: As part of Clearfield City's Utah Pollution Discharge Elimination System (UPDES) permit, the City determined to jointly implement portions of the storm water management plan with Davis County. This Interlocal Agreement enacts the limits, responsibilities and requirements for each party to jointly implement the Storm Water Management Plan.

RECOMMENDATION: Approve Resolution 2016R-14 authorizing an Interlocal Agreement between Clearfield City and Davis County for a Utah Pollutant Discharge Elimination System (UPDES) permit and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF THE AWARD OF BID TO CIVIL ENGINEERING CONSULTANTS, PLLC (CEC) TO PROVIDE CONSULTANT ENGINEERING SERVICES AND CONFIRM THE CITY MANAGER'S APPOINTMENT OF CEC AS THE CITY ENGINEER

BACKGROUND: Proposals were received from six consultant engineering firms interested in providing engineering services to Clearfield City. The selection committee reviewed the qualifications, experience and fee structures of each firm. The top three firms were invited for a follow-up interview with the selection committee. Civil Engineering Consultants was recommended to be retained as the City's consultant engineers.

RECOMMENDATION: Approve the award of bid to Civil Engineering Consultants, PLLC (CEC) to provide consultant engineering services and confirm the City Manager's appointment of CEC as the City Engineer and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF THE AWARD OF BID FOR CONSTABLE SERVICES

BACKGROUND: The current contract for constable services will end on June 30, 2016. The City recently completed an RFP (Request for Proposals) process and only one proposal was submitted by Court Services of Utah, the City's current provider.

RECOMMENDATION: Approve the award of bid for constable services to Court Services of Utah and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF THE ENERGY SAVINGS CONTRACT WITH MCKINSTRY

BACKGROUND: The City has been working with its Energy Savings Contract (ESCO) partner, McKinstry, to develop a scope of work to upgrade the lighting at City Hall, the Aquatic and Fitness Center and the streetlights within the City to LEDs. The savings from these projects will be used to replace the HVAC system at the Aquatic and Fitness Center. City staff is recommending approving the lighting upgrades and the HVAC replacement, and begin the construction phase pending the Legal Department's review of the contract.

RECOMMENDATION: Approve the Energy Savings Contract with McKinstry for lighting upgrades, the HVAC replacement and begin the construction phase pending the Legal Department's review of the contract and authorize the Mayor's signature to any necessary documents.

11. CONSIDER APPROVAL OF A PROCLAMATION DECLARING THE WEEK OF JULY 1 – JULY 7, 2016 AS INDEPENDENTS' WEEK IN CLEARFIELD CITY

BACKGROUND: 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 our friends and neighbors. These 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 independently businesses that are integral to Clearfield.

RECOMMENDATION: Approve the Mayor's signature to the Proclamation officially declaring July 1-July 7, 2016 as "Independents Week" in the City of Clearfield.

COMMUNICATION ITEMS:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

*****COUNCIL MEETING ADJOURN*****

Dated this 23rd day of June, 2016.

/s/Kimberly S. Read, City Deputy Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.