

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
May 10, 2016

PRESIDING:	Kent Bush	Mayor Pro Tem
PRESENT:	Keri Benson Nike Peterson Vern Phipps Bruce Young	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Mark Shepherd	Mayor
STAFF PRESENT:	Adam Lenhard JJ Allen Stuart Williams Scott Hodge Spencer Brimley Greg Krusi Eric Howes Curtis Dickson Summer Palmer Rich Knapp Lee Naylor Kim Read	City Manager Assistant City Manager City Attorney Public Works Director Development Services Manager Police Chief Community Services Director Community Services Deputy Dir. Administrative Services Director Finance Manager Accountant/Budget Analyst Deputy City Recorder
EXCUSED:	Nancy Dean	City Recorder

VISITORS: Zachary Beckman, Jean Wunderlich, Cathleen Gilbertson, Samantha Atwood, South Clearfield Elementary students, Heather Oviatt – Tom Stuart Construction, Bob Bercher, Buck Eckstrom – South Clearfield Elementary, Parker Rasmussen, Kathryn Murray, Kristi Bush, Hayden Rasband

Mayor Pro Tem Bush called the meeting to order at 7:02 p.m.

Mayor Pro Tem Bush announced Mayor Shepherd was excused from the meeting.

Mayor Pro Tem Bush informed the citizens present that if they would like to comment during Citizen Comments there were forms to fill out by the door.

Councilmember Phipps conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE APRIL 12, 2016, APRIL 19, 2016 AND APRIL 26, 2016 WORK SESSIONS, THE APRIL 26, 2016 POLICY SESSION AND THE APRIL 28, 2016 WORK SESSION

Councilmember Phipps moved to approve the minutes from the April 12, 2016, April 19, 2016 and the April 26, 2016 work sessions, the April 26, 2016 policy session and the April 28, 2016 work session as written, 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

The Student Council from South Clearfield Elementary expressed concern regarding about the traffic along SR 193 or 700 south. They stated traffic had significantly increased with the SR 193 extension and reported data had been collected which reflected an average of 40 semi-trucks traveled the road within a 15 minute time frame and too many cars to count. They explained the access to and from the lunch room was approximately 50 feet from the road which had a posted speed limit of 40 mph. The students shared statistics specific to the amount of time and distance required for a semi-truck to stop to avoid hitting a child in the road.

A visual illustration was displayed which reflected the proximity of the sidewalk and the traffic on SR 193. The students requested flashing lights be placed along the road during school hours to remind drivers they were driving near a school.

Mayor Pro Tem Bush agreed with the students regarding the increased traffic with the SR 193 extension and requested Chief Krusi respond to the students. Chief Krusi pointed out SR 193 was a state road and the City didn't have the authority to modify the speed on the road. He stated the City was always concerned about students' safety and traffic near the elementary schools and emphasized the police department was aware of the traffic on that specific road and patrolled the area frequently.

Councilmember Phipps inquired about the times of day in which the students counted the vehicles traveling SR 193.

A teacher from the school stated there was only one sign facing west which identified when vehicles were entering a school zone.

Councilmember Peterson asked how residents' concerns about school zones along state roads were routed to UDOT. Chief Krusi indicated his staff was required to express a concern and UDOT would need to complete its own study.

Councilmember Young suggested Chief Krusi begin discussions with UDOT before a significant incident took place. Adam Lenhard, City Manager, suggested staff would begin discussions with UDOT and encouraged a joint effort on behalf of the school and/or Davis School District would be most effective. Mayor Pro Tem Bush also suggested enlisting assistance from the District.

ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2016/2017 AND SET A PUBLIC HEARING FOR JUNE 14, 2016 TO RECEIVE PUBLIC INPUT ON THE BUDGET

The City had not yet received from Davis County the certified tax rate for fiscal year 2017. As such, the proposed budget was maintaining the current revenue collected from property taxes. The Tentative Budget as presented to the Council for adoption was a balanced budget for all funds.

Rich Knapp, Finance Manager, stated the tentative budget was in draft form and announced the City had until June 22, 2016, to adopt the final budget. He presented and reviewed the tentative budget summary of all funds and highlighted specifics of the budget with the Council:

- New revenues from transportation related to the passing of Proposition One.
- Increase in Sales Tax Revenue.
- Increase in the Gas Tax Revenue.
- First full year of PARAT Tax Revenue.
- Merit increase for eligible employees.
- Increase in Health Insurance costs for City employees.
- Compensation increase for eligible employees to keep pace with the current market.
- Two new positions - staff engineer and park maintenance specialist
- Change from part time to full time for the Public Works Administrative Assistant and Street Sweeper
- Requested expenses were higher than revenues so the City would fund some one time projects through the use of the “fund balance.”

Councilmember Benson asked if the City currently had a vehicle for the street sweeper. Scott Hodge, Public Works Director, responded in the affirmative.

Mr. Knapp continued to review the tentative budget with the Council and inquired if there were any questions.

Members of the Council expressed appreciation to staff members for their efforts in working with the budget document.

Councilmember Benson moved to adopt the tentative budget for fiscal year 2016/2017 and set a public hearing on the budget for June 14, 2016 at 7:00 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE TAI PAN SUBDIVISION

Spencer Brimley, Development Services Manager, explained the parcel being subdivided was the subdivision that included Tai Pan Trading. He stated the existing structure was proposed to remain with the addition of two new parcels proposed on the northern portion of the property for future retail development. Elements of the site development would be handled in the site plan process. The applicant had worked with Public Works and the City Engineer to evaluate and correct all required items for the final plat, and staff was comfortable with the subdivision as

proposed. Staff had informed the applicant that requirements regarding parking, landscaping and other improvements would be reviewed at the time of the site plan application. At its May 4, 2016 meeting, the Planning Commission recommended that the Council approve the plat as conditioned, based on the discussion and findings in the staff report.

He shared an illustration showing the Tai Pan building and emphasized the access from SR 193 would remain as it was currently being used and pointed out where the two new subdivided lots would be located. He indicated visibility wouldn't be an issue because of the slope of the property off SR 193 (700 South). He stated there was a need to address storm water on the site and reported staff had worked with the applicant to include an easement for a retention basin. He stated the proposal was consistent with City Code and indicated staff was recommending approval.

Councilmember Young moved to approve the Final Subdivision Plat for the Tai Pan subdivision as conditioned and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. Mayor Pro Tem Bush inquired if Councilmember Young wanted to include language which would restrict fencing around the subdivided lots. Councilmember Young expressed his opinion it wouldn't be in the best interest to restrict the property owner in that manner. Councilmember Peterson added that could be addressed in the site plan approval process. Mr. Brimley agreed with Councilmember Peterson and mentioned if the lots were sold the property owner would have the opportunity to develop the property in accordance with City Code. Councilmember Young suggested there were other avenues which could ensure connectivity for the development. **The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.**

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE DEPOT STREET DEDICATION

Spencer Brimley, Development Services Manager, explained the parcels near Depot Street were deeded to the City following the widening SR 193 and the development of the townhomes to the east. He indicated that Davis County was requiring the parcels be dedicated as a right-of-way to allow legal access to the West Square apartment project to the south. This access would also increase mobility by providing a connection between 700 South and Clearfield Station. The Planning Commission considered the item at its May 4, 2016, meeting and recommended approval.

Mr. Brimley explained the history associated with the parcel and clarified this would formalize the access to connect the developments in the area along Depot Street. He stated staff was recommending approval.

Councilmember Young moved to approve the Final Subdivision Plat for the Depot Street Dedication 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 THE PROPOSED PURCHASE OF A PARCEL LOCATED ADJACENT TO ISLAND VIEW PARK

JJ Allen, Assistant City Manager, explained the City recently received notification from Davis County that a small parcel, 0.2 acres, adjacent to Island View Park was scheduled to be sold at a delinquent property tax sale. The City had an interest in the property because it was adjacent to a City park and would like to be considered as a “preferential buyer” for the parcel. He reported the cost for the property would be \$349.82.

Mayor Pro Tem Bush inquired if there would be a cost to adjust the boundary line. Mr. Allen responded if the City desired it be reflected on the plat the City would need to submit a new plat. He explained Island View Park currently consisted of two separate parcels.

Councilmember Young pointed out the need for the City to purchase the parcel in order to allow full access to the park for residents.

Councilmember Phipps moved to approve the proposed purchase of a parcel located adjacent to Island View Park up to and including any expenses required by Davis County to facilitate the purchase and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Peterson, Phipps and Young. Voting NO – None.

COMMUNICATION ITEMS

Councilmember Bush

1. Announced the Kiwanis Club of Clearfield had officially changed its name to Kiwanis Club of North Davis in order to encourage expanded membership throughout northern Davis County.
2. Reported he had recently attended the water conference in St. George and indicated the group representing the North Davis Sewer District in competition had received the highest score in one of the challenges and reported they would be representing the District at the National Conference in New Orleans in September.

Councilmember Benson

1. Reported she and Councilmember Peterson had the opportunity to attend the homecoming of the 388th Airmen and Airwomen (between 300 and 400) returning home from Afghanistan earlier in the day. She stated Councilmember Peterson had put together a short video illustrating the reunion and shared some specifics of the event.
2. She announced she would be attending an awards ceremony with Mayor Shepherd at HAFB during the coming weekend.

Councilmember Peterson

1. Announced the North Davis Fire District (NDFD) had purchased the new ladder truck recently and indicated it would soon be in service. She indicated this would allow for both stations to have a ladder truck.
2. Mentioned she had attended a function at HAFB earlier in the day.

Councilmember Phipps – nothing to report.

Councilmember Young – nothing to report.

STAFF REPORTS

Adam Lenhard, City Manager – stated he felt fortunate to work with a good team of employees. He expressed appreciation to staff for the work and service rendered to the citizens of Clearfield. He believed there were great future opportunities with Clearfield.

Kim Read, Deputy City Recorder – Reviewed the Council’s calendar:

- Tuesday, May 17 – joint work session with the Planning Commission to review the Downtown Small Area Plan
- Tuesday, May 24 – policy and work session
- Tuesday, May 31 – work session to review the Compensation Plan study
- Thursday, June 9 – mid-year strategic plan all day with Planning Commission joining in the afternoon

There being no further business to come before the Council, **Councilmember Benson moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 7:41 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Peterson, Phipps and Young. Voting NO – None.**

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 24th 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, May 10, 2016.

/s/Nancy R. Dean, City Recorder