

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
December 12, 2017 – 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

**6:45 P.M. WORK SESSION**

Discussion on the Award of Bid for the 300 North Waterline  
Improvement Project from Pacific Street to 825 West

*(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 Peterson

APPROVAL OF MINUTES:

November 28, 2017 – Policy Session

**PRESENTATION:**

1. **RECOGNITION OF CLEARFIELD'S YOUTH FOOTBALL TEAM**

**BACKGROUND:** Clearfield City's Mitey Mites Football Team consisting of eight, nine and ten year olds had a successful season and advanced to the Wasatch Front Football League (WFFL) Mini-Bowl Championship game at Ogden High winning in double overtime with a score of 19 to 12. Mayor Shepherd and the City Council desires to recognize the players and coaches for their achievement.

**SCHEDULED ITEMS:**

2. **CONSIDERATION FOR ADOPTION RESOLUTION 2017R-22 OF THE CITY COUNCIL OF CLEARFIELD CITY, UTAH AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$7,500,000 AGGREGATE PRINCIPAL AMOUNT OF SALES TAX REVENUE BONDS, SERIES 2018; AND RELATED MATTERS**

**RECOMMENDATION:** Approve Resolution 2017R-22 of the City Council of Clearfield City, Utah authorizing the issuance and sale of not more than \$7,500,000 aggregate principal amount of Sales Tax Revenue Bonds, Series 2018; and related matters; and authorize the Mayor's signature to any necessary documents.

***PRESENTATION:***

3. PRESENTATION OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDING JUNE 30, 2016

BACKGROUND: Heather Christopherson of Ulrich and Associates, P.C. will be present to review Clearfield City's Comprehensive Annual Financial Report (CAFR) for the year ending June 30, 2017 and to address any questions the Mayor and Council may have concerning the report.

***PUBLIC HEARINGS:***

4. PUBLIC HEARING TO CONSIDER AMENDMENTS TO THE FISCAL YEAR 2017/2018 BUDGET

BACKGROUND: Staff has identified expenditures necessary for City operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared some proposed amendments for the 2017/2018 fiscal year budget. State law requires a public hearing before the City Council approves amendments to the City budget.

RECOMMENDATION: Receive public comment.

***SCHEDULED ITEMS:***

5. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at [nancy.dean@clearfieldcity.org](mailto:nancy.dean@clearfieldcity.org).

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

Comments pertaining to an agenda item that includes a public hearing or public input should be given as that item is being discussed during the meeting.

6. CONSIDER APPROVAL OF A PROCLAMATION DECLARING THE FIRST FULL WEEK OF MAY, STARTING ON THE FIRST SUNDAY, AS "BE KIND TO ANIMALS AND NATIONAL PET WEEK"

BACKGROUND: Madelaine Tesori, Weber State University student, attended a previous City Council work session and asked the Council to consider adopting a proclamation or resolution that called for the humane treatment of animals in Clearfield. The proposed proclamation would declare the first full week of May, starting with the first Sunday, as "Be Kind to Animals and National Pet Week."

RECOMMENDATION: Approve the Proclamation declaring the first full week of May, starting on the first Sunday, as "Be Kind to Animals and National Pet Week" in Clearfield and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF RESOLUTION 2017R-20 AUTHORIZING THE COOPERATIVE AGREEMENT BETWEEN CLEARFIELD CITY AND UTAH TRANSIT AUTHORITY (UTA) FOR PREPARATION OF A STATION AREA PLAN FOR CLEARFIELD STATION

BACKGROUND: Given the decision by Stadler Rail in October 2017 to not locate at Clearfield Station, the Council directed staff to work with Utah Transit Authority (UTA) to develop an agreement that would facilitate the preparation of a Station Area Plan for Clearfield Station. The creation of the Station Area Plan will set the stage for the development of Clearfield Station. The parties will share equally in the cost of developing the plan.

RECOMMENDATION: Approve Resolution 2017R-20 authorizing the Cooperative Agreement between Clearfield City and Utah Transit Authority (UTA) for preparation of a Station Area Plan for Clearfield Station and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF RESOLUTION 2017R-21 AUTHORIZING AMENDMENTS TO THE FISCAL YEAR 2017/2018 BUDGET

RECOMMENDATION: Approve Resolution 2017R-21 authorizing amendments to the fiscal year 2017/2018 budget and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE 700 SOUTH/1000 WEST TRAFFIC SIGNAL – 700 SOUTH STREET IMPROVEMENT PROJECT FROM 1000 WEST TO 1500 WEST TO WARDELL BROTHERS CONSTRUCTION

BACKGROUND: The City received bids from four contractors to perform the work to improve the 700 South Street from 1000 West to 1500 West. The work will include the installation of a traffic signal at the intersection, as well as curb, gutter, sidewalk, storm drain, waterline, and irrigation line improvements.

RECOMMENDATION: Approve the award of bid for the 700 South/1000 West Traffic Signal – 700 South Street Improvement Project from 1000 West to 1500 West to Wardell Brothers Construction for the bid amount of \$1,097,890; approve funding for the bid amount of \$1,097,980 with contingency and engineering costs of \$147,000 for a total project cost of \$1,244,890; and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE 1000 EAST STREET CLEARFIELD HIGH SCHOOL PEDESTRIAN CROSSING SIGNAL INSTALLATION

BACKGROUND: The City received bids from three contractors to install a High Intensity Activated Crosswalk (HAWK) signal at approximately 900 South on 1000 East Street to improve the safety and efficiency for pedestrians seeking to cross 1000 East from Clearfield High School to the LDS Church Seminary and Fisher Park area. The contractor will install a new overhead HAWK signal at the current pedestrian crosswalk location and widen the crosswalk from approximately 20 feet to 65 feet.

RECOMMENDATION: Approve the award of bid for the 1000 East Street Clearfield High School Pedestrian Crossing Signal Installation to Craig F. Sorenson for the bid amount of \$84,446; approve funding for the bid amount of \$84,446 with contingency and engineering costs of \$23,000 for a total project cost of \$107,446; and authorize the Mayor's signature to any necessary documents.

**COMMUNICATION ITEMS:**

Mayor's Report  
City Council Reports  
City Manager's Report  
Staff Reports

**\*\*ADJOURN AS THE CITY COUNCIL AND RECONVENE AS THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)\*\***

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF THE MINUTES FROM THE AUGUST 8, 2017 WORK SESSION, OCTOBER 10, 2017 WORK SESSION, OCTOBER 17, 2017 WORK SESSION, NOVEMBER 14, 2017 WORK SESSION, NOVEMBER 21, 2017 WORK SESSION, AND THE DECEMBER 5, 2017 WORK SESSION

**PUBLIC HEARING:**

2. PUBLIC HEARING TO CONSIDER AMENDMENTS TO THE FISCAL YEAR 2017/2018 BUDGET

BACKGROUND: Staff has identified expenditures necessary for CDRA operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared the proposed amendment for the 2017/2018 fiscal year budget. State law requires a public hearing before the City Council approves amendment to the City budget.

RECOMMENDATION: Receive public comment.

**SCHEDULED ITEMS:**

3. CONSIDER APPROVAL OF RESOLUTION 2017R-03 AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2017/2018 BUDGET

RECOMMENDATION: Approve Resolution 2017R-03 authorizing an amendment to the fiscal year 2017/2018 budget and authorize the Chair's signature to any necessary documents.

**\*\*ADJOURN AS THE CDRA\*\***

Dated this 6<sup>th</sup> day of December, 2017.

/s/Nancy R. Dean, City 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.