

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 9, 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

6:00 P.M. WORK SESSION

Update from Weber Basin Water on Water Rate and Services
Discussion on the 2017/2018 Fiscal Year Tentative Budget
Discussion on the National League of Cities Meetings
Discussion on the 2017 Utah Crime Victims Conference

(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

SCHEDULED ITEMS:

1. **CITIZEN COMMENTS**
2. **CONSIDER ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2017/2018 AND SET A PUBLIC HEARING FOR JUNE 13, 2017 TO RECEIVE PUBLIC INPUT ON THE BUDGET**

BACKGROUND: The City has not yet received from Davis County the Certified Tax Rate for fiscal year 2018. As such, the proposed budget is maintaining the current revenue amount collected from property taxes. The Tentative Budget as presented to the Council for adoption is a balanced budget for all funds.

RECOMMENDATION: Adopt the tentative budget for fiscal year 2017/2018 and set a public hearing on the budget for June 13, 2017 at 7:00 p.m.

3. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE CUSTOMER SERVICE CENTER REMODEL PROJECT TO CINNAMON CREEK CONSTRUCTION

BACKGROUND: Staff has solicited bids for the Customer Service Center Remodel Project. Three vendors submitted qualified bids. Cinnamon Creek Construction's bid of \$144,565 is the lowest bid for the advertised project, and it was reviewed and found to meet the conditions required in the Contract Documents.

RECOMMENDATION: Approve the award of bid to Cinnamon Creek Construction for the Customer Service Center Remodel Project located at 55 South State Street for the bid amount of \$144,565 and authorize the Mayor's signature to any necessary documents.

4. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE FINANCE, HR/PAYROLL AND COMMUNITY DEVELOPMENT SOFTWARE TO TYLER TECHNOLOGIES

BACKGROUND: Clearfield City currently uses Sungard software for purchasing, payroll, HR, accounting, asset tracking, budget, timekeeping, permits, land use, and business licensing. The customer service, company stability, reporting and software support, and development have been deteriorating. Staff solicited proposals to replace the existing software. The city received three qualified bids and the recommended software includes digital content management, support, upgrades, modern and supported database, and integrates well to increase efficiency. Tyler Technologies' bid amount of \$386,554 for Munis software rated highest based on the combination of the written proposal and the demonstration.

RECOMMENDATION: Approve the Award of Bid to Tyler Technologies for the bid amount of \$386,554 and authorize the Mayor's signature to any necessary documents.

5. CONSIDER APPROVAL OF THE AWARD OF BID FOR THE TIMEKEEPING SYSTEM TO TIMECLOCK PLUS

BACKGROUND: Clearfield City currently uses Sungard for timekeeping. The customer service, company stability, reporting and software support and development have been deteriorating. Staff solicited proposals for a timekeeping system. Six proposals were received and four were selected based on ratings from the proposals for demonstrations. TimeClock Plus with a bid amount of \$25,900 rated the highest based on the combination of the written proposal and the demonstration.

RECOMMENDATION: Approve the Award of Bid to TimeClock Plus for the bid amount of \$25,900 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 CDRA****

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

SCHEDULED ITEMS:

1. CONSIDER ADOPTION OF THE CDRA TENTATIVE BUDGET FOR FISCAL YEAR 2017/2018 AND SET A PUBLIC HEARING FOR JUNE 13, 2017 TO RECEIVE PUBLIC INPUT ON THE BUDGET

BACKGROUND: The staff has prepared a tentative budget for the CDRA fiscal year 2017/2018.

RECOMMENDATION: Adopt the CDRA tentative budget for fiscal year 2017/2018 and set a public hearing on the budget for June 13, 2017 at 7:00 p.m.

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

Dated this 5th day of May, 2017.

/s/Wendy Page, 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.