

CLEARFIELD CITY AND SYRACUSE CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
January 30, 2018

*HOSTING: CLEARFIELD CITY*

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Spencer Brimley	Development Services Manager
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Terrence Jackson	IT Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder
EXCUSED:	Adam Lenhard	City Manager

*ATTENDING: SYRACUSE CITY*

PRESIDING:	Michael Gailey	Mayor
PRESENT:	Andrea Anderson	Councilmember
	Corinne Bolduc	Councilmember
	Dave Maughan	Councilmember
	Jordan Savage	Councilmember
EXCUSED:	Douglas Peterson	Councilmember
STAFF PRESENT:	Brody Bovero	City Manager
	Paul Roberts	City Attorney
	Robert Whiteley	Public Works Director
	Brigham Mellor	Community Development Director
	Steve Marshall	Finance Director
	Cassie Z. Brown	City Recorder
	Gage Thomas	Administrative Intern

VISITORS: Kenny Conners – Wasatch Association of Realtors, Alex Conners, Paul Ray – Utah House of Representatives District 13

Mayor Shepherd called the meeting to order at 6:11 p.m.

#### REAL ESTATE MARKET UPDATE

Kenny Conners, Wasatch Association of Realtors, presented real estate market reports for each city which included facts and figures from 2016 and 2017 for a comparison intended to help with future planning. He reviewed current economic conditions in Utah, housing shortages, the real estate forecast for Davis County, top ten states in population growth as well as job growth, and median home price increases in Davis County. He encouraged city officials to share the information and contact him if reports or presentations were desired annually.

#### DISCUSSION ON CLEARFIELD CITY'S 700 SOUTH 1000 WEST INTERSECTION IMPROVEMENT PROJECT

JJ Allen, Clearfield Assistant City Manager, stated the intersection at 700 South 1000 West was pertinent to both cities as an access point to both residential neighborhoods and Syracuse High School. Scott Hodge, Clearfield Public Works Director, explained Clearfield City's pending project to the 700 South 1000 West Intersection and roadway. He indicated the project recently bid and the preconstruction meeting was held on January 29, 2018. He summarized the project would consist of installing a traffic signal at the intersection of 700 South 1000 West in addition to completing and connecting curb, gutter, and sidewalk along the road. He commented the water, storm drain, and irrigation lines would also be replaced or installed in the area.

Mr. Hodge stated the City had contracted with Wardell Construction for the project and had worked indirectly with the contractor previously. He explained the project would require the road be closed except to local traffic and detour signs would be posted.

Syracuse Councilmember Savage arrived at the meeting at 6:30 p.m.

Brody Bovero, Syracuse City Manager, asked if there was a connection to the storm system in Syracuse City. Mr. Hodge responded there was not a connection at this point in time. He explained the piping would run down 700 South to 1350 West and then head south to Jacobson Park which tied into Syracuse City's existing storm drain.

Mr. Allen asked when the project was expected to be completed. Mr. Hodge recalled it was a ninety day project but weather conditions might affect the project's timeline. He commented the contractor was anxious to begin work.

#### DISCUSSION ON PROPOSED FUTURE EXPANSION OF 500 WEST AND THE 500 WEST ENVIRONMENTAL STUDY

JJ Allen, Clearfield Assistant City Manager, stated 500 West south of Antelope Drive was a border between Clearfield and Syracuse and did not connect to Antelope Drive terminating on

the north end of Clearfield's Barlow Park. He indicated staff from both cities coordinated efforts to obtain grant funding to help with construction of the road extension. He explained the extension would not only reach Antelope Drive, but also move farther north into the Freeport Center. Mr. Allen noted the project would necessitate relocating the traffic signal at Antelope Drive and 300 West to a new intersection at 500 West. He explained grant funds would not be available for a few more years; however, local funds had to be used to pay for the required environmental analysis. Scott Hodge, Clearfield Public Works Director, commented Clearfield City was taking the lead on procuring the services for the environmental study. He indicated a request for proposal (RFP) was issued and four proposals were received and would be reviewed by both cities.

Robert Whiteley, Syracuse Public Works Director, stated the project evaluation period would take about nine months and was necessary because the extension was a new roadway with additional impacts to Barlow Park, the power corridor, and some historic properties. He expressed a desire to minimize potential impacts with the proposed road by providing safe access points with a traffic signal for residential neighborhoods and the Freeport Center traffic entering Antelope Drive. Mr. Whiteley indicated the proposed road was projected to continue south for two and a half miles into Layton. He commented there were developers with plans to complete sections of it in Layton as well. He explained the road would be an 84-foot right-of-way and was proposed to handle larger volumes of traffic as a collector street.

Mr. Hodge stated Clearfield City would also be conducting a traffic study for the area. Syracuse Councilmember Anderson asked if the traffic study would give insight into the speed limit for the road which was currently 25 miles per hour. Mr. Hodge answered the speed limit recommendations would be part of the analysis.

Clearfield Councilmember Peterson identified the strip of land on the west side of 500 West and wondered if it was anticipated to be used for road widening. Mr. Hodge confirmed Clearfield City had a 66-foot right-of-way and that additional footage would help widen the road in that area. Mr. Whiteley added Syracuse City also had an 18-foot right-of-way which had been reserved in preparation for the widening of the road.

Mr. Whiteley commented another key point of the study would be to solicit public input. He noted both councils and mayors would be advised about items before a public meeting was conducted.

Syracuse Councilmember Maughan questioned why a traffic signal would be moving rather than just adding a new signal. Mr. Hodge answered there were spacing requirements between traffic signals along state roads and the distance would not be suitable to install a new traffic signal so it was recommended to move the signal. Mr. Whiteley added Utah Department of Transportation (UDOT) required half-mile distances between traffic signals on Antelope. He noted the proposed connection to 500 West was exactly that distance between Main Street and 1000 West.

Mr. Hodge stated a majority of the funding for the project would be provided by a federal grant. He explained Wasatch Front Regional Council would administer the grant. He indicated the grant application was submitted a few years ago in order to get the roadway extension on the list

of projects. He continued the funding was projected to be available in 2022. Mr. Hodge explained having the environmental study completed ahead of that time would increase the likelihood in obtaining the funding.

Mr. Allen wondered what the local match to the grant would be. Mr. Whiteley responded the required local match was at 6.77 percent, but there was also the possibility of UDOT entertaining the idea of a funding swap. Mr. Hodge explained a funding swap would be to use state money rather than federal money and eliminate some of the federal requirements to keep costs down.

Mr. Allen commented staff had been strategic when applying for the grant. He continued staff from Clearfield and Syracuse worked jointly in preparing the application; however, Clearfield submitted the application since Syracuse had been a grant recipient for funding on another project. He added Clearfield also took the lead with the RFP process but each city would be sharing the costs equally for the survey. Mr. Whiteley estimated the roadway extension would cost about \$4,000,000 to complete. He noted each city would likely contribute less than four percent of the total project cost due to grant funding and shared cost savings.

#### DISCUSSION ON A SYRACUSE/CLEARFIELD COMBINED YOUTH COURT

Brody Bovero, Syracuse City Manager, explained youth court was to provide an alternative to juvenile court for first-time minor offenders. He continued the youth court system followed the restorative model of justice, which emphasized the beliefs of repairing harm done to victims as well as providing youth with the resources to make better decisions in the future. He stated Syracuse had an established youth court and met with Clearfield staff to discuss the possibility of working together with a combined youth court since both cities had residents attending the high school in the other city's limits.

Mr. Bovero reviewed how the Syracuse Youth Court currently functioned, the status of involving Clearfield, and the commitment of funding as well as volunteer staffing that would be required for a joint effort. He commented once a memorandum of understanding (MOU) was executed between the two cities, Clearfield could begin referring youth offenders to the court. He stated those juveniles referred to youth court by police or school officers would be required to pay a \$40 participation fee, a portion of which would be refunded upon completion of the program.

Mr. Bovero noted recruitment from Clearfield High students could also commence to fill the team of those serving on the youth court allowing for equal participation from each school. He indicated a team consisted of sixteen members and anticipated each school could equally participate with eight members. He identified there were admission standards to serving on the youth court which included a requirement of being in good standing with the school. Mr. Bovero stated meetings were held weekly and generally lasted about two hours. He noted there were also annual training meetings for the participants held at varying locations around the State.

Mr. Bovero continued Syracuse City planned to continue the coordination of training for all participants; however, Clearfield City would be responsible to pay for the training costs associated with participants and chaperones that attended from Clearfield. He added Clearfield

City's portion of registration, food, and lodging would be billed after Syracuse City had paid and coordinated the trainings.

He explained each jurisdiction would have a resource officer assigned to attend youth court; however, attendance and responsibility could be alternated each week or shared. Mr. Bovero indicated all adult advisors and chaperones would need to have a back ground check completed. He reiterated the only thing necessary prior to Clearfield City's participation would be to adopt and execute an MOU.

Clearfield Councilmember Phipps asked how the offenders were referred. Mr. Bovero answered either the school or police department could refer minor offenders in order to avoid the judicial system. He added the requirement for participation was to be a first time offender. Clearfield Councilmember Phipps questioned if that was why the program was school rather than municipality based. Mr. Bovero responded the school didn't recognize jurisdictions and currently members serving on the youth court team resided in various cities including West Point, Clearfield, and Syracuse.

Clearfield Councilmember Roper wondered if the applicants for the youth court team were selected by the school or the city. Syracuse Councilmember Anderson responded an application was submitted to the youth court advisors. Mr. Bovero noted advertisement for volunteers would be done through the schools, but the application and selection process would be done by the adult youth court advisors.

Clearfield Councilmember Phipps asked what the term of service was for those serving on the youth court team. Syracuse Councilmember Anderson indicated many start serving while in 10<sup>th</sup> grade and could continue until graduation from high school; however, she noted many participants discontinued service during their senior year. Syracuse City Mayor Gailey shared his experience when he recently attended a youth court meeting. There was a discussion about how the youth court operated, the success of the program for offenders, and the possibility of combining for a joint effort.

JJ Allen, Clearfield Assistant City Manager, stated the Clearfield Council could further discuss the topic at a later date. Stuart Williams, Clearfield City Attorney, indicated Syracuse City's Attorney was working to prepare an MOU which would likely answer additional questions that were not discussed. Syracuse Councilmember Anderson noted the important question would be to know the budget impacts. Steve Marshall, Syracuse Finance Director, stated the cost for Syracuse City was about \$5,600 annually and of that \$4,000 were costs associated with training.

Clearfield Councilmember Phipps asked if there was any consideration given to extend the opportunity to access the youth court to youth who were homeschooled or attending other nontraditional schools.

Syracuse Councilmember Anderson answered a current member of the youth court was attending Northern Utah Academy for Math, Engineering and Science (NUAMES); however, the standards would have to be revised if a homeschooled student desired participation since a current report

card was required with the application. She suggested advisors could consider whether or not homeschooled youth could be participants on the youth court team.

Mr. Allen wondered if Councilmember Phipps' question had been answered or if he had been asking about youth offender's participation. Councilmember Phipps responded the root question was about the offenders, but it was helpful to understand how youth were selected to be members of the youth court as well. Mr. Bovero responded referrals of minor offenders eligible to participate in youth court would come from the police departments and schools.

## LEGISLATIVE UPDATE

Paul Ray, Utah State Representative, reviewed some of the topics being discussed in the current legislative session. He explained during the first few weeks budget planning was the main focus. He noted leadership had asked for all budgets to be cut by two percent and he had been able to cut four percent from those for which he had oversight.

Brigham Mellor, Syracuse Community Development Director, asked about the possibility of receiving funding or having money appropriated during the current session for the design and environmental study needed to extend and connect State Road (SR) 193 to the West Davis Corridor. He estimated the project cost would be about one million dollars. Representative Ray asked if he had already discussed the request with the appropriate legislators for the area. Mr. Mellor responded he had sent a recent lobbying message to both Mike Schultz and Karianne Lisonbee. Representative Ray stated that communication with representatives during the legislative session could be difficult, so he offered to speak with both about the funding. He responded with optimism and committed to making this project a priority for the 2018 budget year.

JJ Allen, Clearfield Assistant City Manager identified Clearfield City' concern with the proposed legislation to exempt manufacturing from sales during the first three years of business. He noted the City was not in any way anti-manufacturing; however, the impact on Clearfield's budget would be catastrophic. There was a discussion about Senate Bill 37 "Sales and Use Tax Amendments" and the drastic impacts it would have on manufacturing cities. Clearfield City Mayor Shepherd requested if the State desired to forfeit its portion of sales tax dollars from manufacturers then at least allow for municipalities to be held harmless. Representative Ray indicated he would address that topic during the Northern Area Caucus meeting on Friday, February 2, 2018, to create awareness and potential defense against such legislation.

There was a discussion about proposed and potential legislation ideas which included addressing the way the tax rate was figured in regards to property tax and municipal services, interior bolts on school doors, raising residency rates for election candidates, enacting term limits, and recalling legislation. Representative Ray explained the process for proposed legislation in the separate legislative bodies (Senate and House of Representatives). He added legislation often changed as it moved through the process so it was not uncommon for one body to wait to review proposed legislation until the other body passed it on. He mentioned serving previously on the Clinton City Council. He identified with local government and its issues as did many of the legislators representing Clearfield and Syracuse.

Brody Bovero, Syracuse City Manager, stated SR193 was the premiere east to west corridor in Davis County. He thanked Representative Ray for his work in securing funds for the project. Representative Ray indicated it was a great model for cities, counties, and Utah Department of Transportation (UDOT) working together. He concluded Davis County was represented well on the State level with participation by many legislators on good leadership teams which allowed for success in the area.

Clearfield City Mayor Shepherd thanked Representative Ray for his attendance.

#### DISCUSSION ON THE MONTEREY TRAIL LOCATED IN THE VICINITY OF 700 SOUTH AND 1500 WEST

Brody Bovero, Syracuse City Manager, provided a brief update on the Monterey Trail located near 700 South and 1500 West. He reviewed its connectivity and location as well as amenities, trailhead, parking, landscaping and design. He explained the project had been a joint effort with the Ninigret Group, developers of the industrial development located on 1000 West and SR-193; Ivory Homes; and Syracuse City's use of impact fees from growth in the area. He noted Syracuse City staff, along with community volunteers, had worked hard on its design and installation for the betterment of the area.

#### DISCUSSION ON SYRACUSE CITY'S PARCEL OF PROPERTY ADJACENT TO ITS CEMETERY

Brody Bovero, Syracuse City Manager, stated Syracuse City previously purchased land adjacent to its cemetery, which was located in Clearfield City limits. He explained the current staff and council of Syracuse were not in place when the property was acquired and wondered if there would be a problem with Syracuse City using it for future expansion of the cemetery.

JJ Allen, Clearfield Assistant City Manager, commented Clearfield City's concerns with developing the parcel as a cemetery centered on the fact that the General Plan's Future Land Use Map identified the property as residential. He noted that designation had been in place for many years. He explained the property was meaningful to Clearfield because the City was landlocked and had no room to expand through annexation. He added the adjacent neighborhoods were older and didn't have room for new single family development.

Mr. Bovero commented Syracuse City respected the municipal power for general planning and zoning. There was a discussion about the parcel being one of the only areas left for single family development in Clearfield; the benefit for Clearfield that would be provided by a residential subdivision with 50 to 60 homes, and the unique land ownership. Clearfield City Mayor Shepherd mentioned Syracuse City had previously requested a boundary adjustment to accommodate the development of the cemetery, but that was viewed detrimental to the needs of Clearfield given its future land use designation. A discussion continued about potential uses and options which would be favorable to both cities. Syracuse City Mayor Gailey reminded the intent of the discussion was not to create a barrier between the cities.

Clearfield Councilmember Phipps asked if the entire lot was purchased for cemetery expansion. Syracuse Councilmember Maughan responded the historical accounts from Syracuse City indicated the parcel was purchased for its cemetery expansion. There was a discussion on permissible uses for the property which might require persuading the Clearfield City Council there was a significant need to amend its General Plan and approve a zone change. Clearfield City Mayor Shepherd concluded the City viewed residential development more favorably because that land use was previously identified.

#### DISCUSSION ON THE WEST DAVIS CORRIDOR AND ITS DESIGNATION AS A SCENIC BYWAY

Brody Bovero, Syracuse City Manager, updated both councils on the West Davis Corridor, its planned alignment, and interchanges in Syracuse. He mentioned the unplanned interchange which was mentioned during the discussion with Representative Ray was the effort to complete a connection and add an interchange with State Road (SR) 193. He indicated it was not currently budgeted; however, Syracuse was working to obtain the appropriations necessary to begin the process. Mr. Bovero noted the proposed connection would also be helpful for Clearfield by offering a second connection from the west side for transportation especially to the Freeport Center.

He explained all the cities along the West Davis Corridor passed resolutions designating the West Davis Corridor as a scenic byway as an extension of the Great Salt Lake Scenic Byway which was Legacy Highway. There was a discussion about restrictions to truck traffic and speed that were in place for Legacy Highway but were currently not planned for the West Davis Corridor. Mr. Bovero indicated the scenic byway restrictions would only be tied to prohibiting billboards and/or off premise signs along the corridor.

Syracuse City Mayor Gailey concluded the meeting sharing memories of Clearfield and Syracuse cities from his youth. He expressed interest in meeting annually, working together to build the northern communities of Davis County, and fostering relationships conducive to doing what was right for the area as a whole. He thanked Mayor Shepherd and the Clearfield City Council for the invitation to join in the meeting.

There being no further business to come before the Councils, **Councilmember Peterson moved to adjourn at 8:00 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: All Voting AYE.**

**APPROVED AND ADOPTED  
This 13<sup>th</sup> day of March, 2018**

**/s/Mark R. Shepherd, Clearfield Mayor**

**ATTEST:**

**/s/Nancy R. Dean, Clearfield City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, January 30, 2018.

/s/Nancy R. Dean, Clearfield City Recorder

**APPROVED AND ADOPTED  
This 13<sup>th</sup> day of March, 2018**

**/s/Michael Gailey, Syracuse Mayor**

**ATTEST:**

**/s/Cassie Z. Brown, Syracuse City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, January 30, 2018.

/s/Cassie Z. Brown, Syracuse City Recorder