

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
JUNE 12, 2018 – POLICY SESSION
Revised: June 11, 2018

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

Discussion on the Proposed Rezone of Multiple Properties in the Downtown Corridor
in Association with the Adoption of Form Based Code

Discussion on the Certified Tax Rate

Discussion on the 2018/2019 Fiscal Year Budget

Discussion on the University Park Development Located at Approximately 1900 East 700 South

*(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:

OPENING CEREMONY:

APPROVAL OF MINUTES:

Mayor Shepherd

Councilmember Phipps

April 17, 2018 – Work Session

May 1, 2018 – Work Session

PRESENTATION:

1. **PRESENTATION ON THE GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING TO CLEARFIELD CITY**

BACKGROUND: The Distinguished Budget Presentation Award has been awarded to Clearfield City Corporation by the Government Finance Officers Association of the United States and Canada (GFOA) for the annual budget beginning July 1, 2017. The award represents a significant achievement by Clearfield City. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, Clearfield City had to satisfy nationally recognized guidelines for effective budget presentation.

PUBLIC HEARINGS:

2. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE REZONE OF A SPECIFIC SET OF PROPERTIES LOCATED IN THE DOWNTOWN CORRIDOR CONSISTENT WITH THE RECENTLY ADOPTED FORM BASED CODE**

BACKGROUND: On May 22, 2018, the City Council approved the adoption of the Form Based Code regulations as part of Title 11 – Land Use. The Form Based Code was part of a long term strategy for revitalizing the downtown corridor of the City. The rezones being considered include properties along State Route 126 (State and Main Street) from 300 North to 1000 South and on 700 South between State Street and Interstate-15 and will change properties from C-2 (Commercial), R-1-8 (Residential), R-3 (Multi-family Residential), D-R (Downtown Redevelopment), and P-F (Public Facilities) to TR (Town Residential), TC (Town Commercial), UC (Urban Commerce), UR (Urban Residential), CC (Commercial Corridor), and CV (Civic).

RECOMMENDATION: Receive public comment.

3. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE AMENDED FINAL SUBDIVISION PLAT FOR PROPERTY LOCATED AT 572 WEST 300 NORTH**

BACKGROUND: An application has been made to amend the Final Subdivision Plat for property located at 572 West 300 North by combining the current plat with an existing lot of record to create a single lot for the purpose of developing a single 12-unit apartment building. This item was noticed for public hearing and consideration on the May 22, 2018 at which time the Council tabled the public hearing until June 12, 2018 at 7:00 p.m. Staff and the applicant held ongoing discussions resulting in the applicant proposing a 12-unit condominium project to encourage ownership rather than an apartment building.

RECOMMENDATION: Receive public comment.

4. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED 2018/2019 FISCAL YEAR BUDGET (FY19)**

BACKGROUND: Utah Code requires cities to hold a public hearing regarding adoption of the upcoming fiscal year budget. City staff prepared and submitted to the Council a balanced tentative budget for fiscal year 2018/2019 which begins July 1, 2018 and ends June 30, 2019. The submitted tentative budget was adopted on May 8, 2018.

RECOMMENDATION: Receive public comment.

5. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED TRANSFERS OF RESOURCES FROM THE ENTERPRISE FUNDS TO THE GENERAL FUND FOR WATER USED BY THE CITY'S GENERAL OPERATION AND THE COST OF PROVIDING SERVICES NECESSARY FOR THE FUNDS TO OPERATE IN THE 2018/2019 FISCAL YEAR BUDGET (FY19)**

BACKGROUND: The City's 2018/2019 fiscal year budget includes transfers from the Enterprise Funds to the General Fund. One of the transfers recognizes water used by the City's general operation for which the City's water fund was not compensated. Other transfers compensate the General Fund for the cost of providing services necessary for the funds to operate. Those transfers

are \$137,610 from the Utility Admin Fund, \$339,339 from the Water Fund, \$346,380 from the Sewer Fund, \$195,663 from the Storm Water Fund, and \$46,140 from the Solid Waste Fund.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

6. *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.

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.

7. *CONSIDER APPROVAL OF THE AMENDED FINAL SUBDIVISION PLAT FOR THE PROPERTY LOCATED AT APPROXIMATELY 572 WEST 300 NORTH*

RECOMMENDATION: Approve the amended Final Subdivision Plat for property located at 572 West 300 North to combine lots creating a single lot for the purpose of developing a single 12-unit condominium building and direct staff to finalize the condominium plat through the administrative process and authorize the Mayor's signature to any necessary documents.

8. *CONSIDER APPROVAL OF ORDINANCE 2018-08 REZONING A SPECIFIC SET OF PROPERTIES LOCATED IN THE DOWNTOWN CORRIDOR CONSISTENT WITH THE RECENTLY ADOPTED FORM BASED CODE*

RECOMMENDATION: Approve Ordinance 2018-08 rezoning a specific set of properties located in the downtown corridor consistent with the recently adopted Form Based Code and authorize the Mayor's signature to any necessary documents.

9. *CONSIDER APPROVAL OF RESOLUTION 2018R-07 SETTING THE TAX RATE FOR ALL REAL AND PERSONAL PROPERTY IN CLEARFIELD AT 0.001547 FOR FISCAL YEAR 2018/2019 (FY19)*

RECOMMENDATION: Approve Resolution 2018R-07 setting the tax rate for all real and personal property in Clearfield at 0.001547 for Fiscal Year 2018/2019 (FY19) and authorize the Mayor's signature to any necessary documents.

10. *CONSIDER APPROVAL OF RESOLUTION 2018R-06 ADOPTING THE FISCAL YEAR 2018/2019 (FY19) BUDGET*

RECOMMENDATION: Approve Resolution 2018R-06 adopting the Fiscal Year 2018/2019 (FY19) budget and authorize the Mayor's signature to any necessary documents.

11. CONSIDER APPROVAL OF RESOLUTION 2018R-08 AUTHORIZING INDIVIDUALS TO MAKE CHANGES TO THE CITY'S PUBLIC TREASURERS INVESTMENT FUND (PTIF) ACCOUNTS

BACKGROUND: The City invests a portion of its revenue in the Public Treasurers Investment Fund (PTIF). The Utah Office of the State Treasurer is rolling out a new online PTIF account management platform which now requires the City to adopt a resolution authorizing and naming two individuals to act in behalf of the City in making changes to the PTIF account as needed.

RECOMMENDATION: Approve Resolution 2018R-08 authorizing individuals to make changes to the City's Public Treasurers Investment Fund (PTIF) accounts and authorize the Mayor's signature to any necessary documents.

12. CONSIDER APPROVAL OF RESOLUTION 2018R-05 AFFIRMING THE CITY COUNCIL REVIEWED THE 2017 MUNICIPAL WASTEWATER PLANNING PROGRAM REPORT FOR CLEARFIELD CITY

BACKGROUND: Utah Department of Environmental Quality has asked the City Council to review and consider Clearfield's Municipal Wastewater Planning Program Report for 2017. This resolution affirms the Council reviewed and considered the report.

RECOMMENDATION: Approve Resolution 2018R-05 affirming the City Council reviewed the 2017 Municipal Wastewater Planning Program Report for Clearfield City 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 MAY 22, 2018 POLICY SESSION

PUBLIC HEARING:

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED 2018/2019 FISCAL YEAR BUDGET

BACKGROUND: Utah Code requires a public hearing regarding the adoption of the upcoming fiscal year budget. City staff prepared and submitted to the Board a balanced budget for the fiscal year 2018/2019 which begins July 1, 2018 and ends June 30, 2019. The submitted tentative budget was adopted on May 8, 2018.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

3. CONSIDER APPROVAL OF RESOLUTION 2018R-01 ADOPTING THE 2018/2019 FISCAL YEAR BUDGET

RECOMMENDATION: Approve Resolution 2018R-01 adopting the 2018/2019 fiscal year budget and authorize the Chair's signature to any necessary documents.

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

Dated this 11th day of June, 2018.

/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.