

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:45 A.M. WORK SESSION
BUDGET RETREAT
January 17, 2019

G4 Complete Entertainment (G4CE)
1400 East 700 South
Clearfield, UT 84015

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Brie Brass	Assistant City Attorney
	Kelly Bennett	Police Chief
	Scott Hodge	Public Works Director
	Mark Baird	Deputy Public Works Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Rich Knapp	Finance Manager
	Lee Naylor	Accountant
	Audrey Curtis	HR Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

Mayor Shepherd called the meeting to order at 8:15 a.m.

TRAINING, STRATEGIC PLANNING, AND PRIORITY REVIEW

2019 Core Value

Staff from G4CE welcomed the group and indicated later in the day there would be an opportunity to try the facility's activities. JJ Allen, City Manager, recapped the focus for 2018 was on the core value of customer service. He explained during 2019 the core value of emphasis would be teamwork not because there was a dysfunction but because there was always room for improvement and other teams within the organization could benefit from the focus. He pointed out Summer Palmer, Assistant City Manager, and Eric Howes, Community Services Director,

would facilitate a discussion on the book read in preparation for the retreat entitled “The Five Dysfunctions of a Team.”

Review of “The Five Dysfunctions of a Team”

Ms. Palmer reviewed the plot of the story and suggested the book provided a model with concepts as well as principles that could be applied to any business for building a team that could work together for its success. There was a discussion and participation in various exercises to build teamwork and learn more about the five dysfunctions included in the book which were 1) absence of trust – unwilling to be vulnerable within the group; 2) fear of conflict – seeking artificial harmony over constructive passionate debate; 3) lack of commitment – feigning buy-in for group decisions creating ambiguity throughout the organization; 4) avoidance of accountability – ducking responsibility to call peers on counterproductive behaviors which set low standards; and 5) inattention to results – focusing on personal success, status and ego before team success.

The Council took a break at 9:50 a.m.

The meeting resumed at 10:00 a.m.

Recorder’s Minute

Nancy Dean, City Recorder, reviewed concept designs proposed for updating the City’s seal. She mentioned if the Council was favorable to updating the City’s seal it would need to be adopted by Resolution at a future date. There was a discussion about whether or not the City’s seal should be updated. The consensus of the Council was to have a new seal designed for future adoption and both options presented were acceptable. Ms. Dean indicated she would have stamps prepared to confirm the graphics would transfer well before presenting a final seal design for adoption.

Ms. Dean reviewed the Municipal Officers’ and Employees’ Ethics Act. She reported the ULCT and Utah Municipal Clerk’s Association (UMCA) had both recently conducted trainings on the importance of following the Ethics Act. She indicated one area that could be improved was for all elected and appointed officials to complete financial disclosures. Ms. Dean distributed blank copies of the financial disclosure form and requested the forms be completed, notarized, and submitted to her office. She mentioned the law no longer required the financial disclosures to be completed annually, rather, when an individual took office and then only if there were any changes. She noted better efforts would be made going forward to provide reminders about updating financial disclosures if necessary during the Open and Public Meetings Act trainings which were held annually.

Ms. Dean stated Utah State Code required the governing body to adopt rules of order and procedure. She pointed out some of the City’s current rules of order and procedure were outdated. She mentioned staff had been working on a draft document with some proposed updates. Ms. Dean expressed her desire for the Council to review the document and vet any changes before considering its adoption. She suggested removing the rules of order and procedure from the City’s code so it could be updated when needed and adopted by resolution.

She provided a draft copy of the suggested updates and indicated she would also email a copy to the Council for its review.

Ms. Dean reviewed the current agenda and minutes procedures. She indicated it had been about a year since changes were implemented to the process so it could be prepared earlier in the week to allow sufficient time for its review. She requested feedback from the Council on including the PowerPoint presentations with the agenda packet. Ms. Dean pointed out staff members were preparing staff reports and presentations two weeks ahead of the items discussion and often information would change during that time period. There was a discussion about the needs of the Council related to the agenda and minutes preparation. Councilmember Peterson expressed her desire to have the presentations ahead of time if the item would result in a policy driven decision and was substantially different from the staff report. She noted her difficulty in locating the information not provided in the packet to share with residents when decisions were questioned or to review at a later date by searching the City's website. Ms. Dean pointed out the State's public notice website was updated with any handouts, presentations or new materials following each meeting; however, the City's website had not been updated. She indicated staff would make efforts to include any new materials from the Council meetings on the City's website in the future for easier referencing. The consensus of the Council was to include the PowerPoint presentations with the agenda packet when possible, but presentations would not be necessary ahead of time so long as a bulk of the information was included and coincided with the staff report.

Ms. Dean stated staff had been trying to avoid holding a work session discussion about a given item on the same night it would be considered during policy session; however, at times due to the nature and time sensitivity of the issue it had not always been possible. She indicated at times staff reports were sent to the Council separate from the packet because of delays in obtaining all the information by the deadlines. The Council expressed its desire to receive any information on an item that would require policy decisions in advance so the necessary vetting and questions could be asked prior to its consideration. Councilmember Phipps expressed his opinion having the information in a timely fashion for thorough review and allowing time to vet any concerns prior to its consideration were two of the main priorities with agenda preparation and organization. Ms. Palmer pointed out vetting any items could be done during a policy session as well as work session. Mr. Allen mentioned many items were not time sensitive and if the Council needed more time to consider an item it could table the discussion for a future meeting.

Ms. Dean continued staff had recently needed to review items with the Council prior to it being reviewed by the Planning Commission in an effort to keep the project moving rather than having a month delay between meetings. There was a discussion about the best approach to the Council's review of items that required a recommendation from the Planning Commission. Mayor Shepherd suggested the Planning Commission could increase the number of meetings it held to avoid delays for the developer as well as the Council's review before it had the Planning Commission's recommendation. There was a discussion about the role of the Planning Commission; its current monthly meeting schedule; and the importance of not discussing items with the Council until the Planning Commission had been able to review, vet, and make its recommendations. The consensus of the Council was to support the Planning Commission in its

role and not interfere or improperly influence that body by discussing items prior to receiving its recommendation.

Ms. Dean expressed the challenges her office was having with production of minutes and agendas by the current deadline of Wednesday afternoon. She asked if the Council would be comfortable with receiving the agenda packet on Thursday by noon rather than on Wednesdays to allow time for staff to update any reports and allow the Recorder's Office to work on minutes, document processing, and contract preparation the day following the meetings. The Council agreed to waiting another day to receive the packet; however, requested it be sent as early as possible to allow the Council to manage its time so the packet could be reviewed thoroughly prior to the meeting. Ms. Dean thanked the Council for its feedback.

She pointed out recently the Council had not been receiving its weekly email with the summary of future agenda items due to the increasing workload of staff. Ms. Dean asked the Council if it was a priority to continue to receive the weekly emails. There was a discussion on the best approach to keeping the Council updated on future discussion items. The consensus of the Council was to include a simplified list of upcoming discussion items and the proposed meeting dates with the monthly staff report rather than sending it out on a weekly basis by email.

Ms. Dean mentioned there had been difficulty producing detailed minutes in a timely fashion. She explained in an effort to become more efficient, the recent minutes had been brief and listed dialogue topics rather than a summary of the conversations. She wondered if the Council had noticed a difference in the formatting of the minutes and if the new approach would be acceptable. There was a discussion on what was common, legally responsible, or required by statute to include in the minutes. The consensus of the Council was to continue with a brief summary unless more detail was requested by the Council or if it was a controversial issue additional detail should be provided in the minutes.

Ms. Dean reiterated the process moving forward concerning minutes and agenda preparation, plus the plan to suggest holding a second Planning Commission meeting each month. She thanked the Council for its input.

Policy and Priorities

Mr. Allen reviewed the three policy priorities with the Council: providing quality municipal services; improving Clearfield's image livability and economy; and maintaining a highly motivated and well-trained workforce. He wondered if the Council felt the policy priorities established a few years back were still relevant or if there was anything additional the Council wished to be included. He questioned if there was a specific project, problem to solve, or efforts that, if accomplished in 2019, would show success of the organization or could help identify progress was made within a specific policy priority.

Councilmember Phipps responded he felt implementing the recommendations from the survey conducted by Weber State's students would help show progress and provide some evidence of success. Mr. Allen expressed appreciation for the feedback.

He pointed out the Council priorities that were captured during the work session discussion on December 11, 2018, as well as those identified by staff, of either ongoing efforts or problems were used to create a well-rounded list within each policy priority. Mr. Allen reviewed the list of items within the priority of providing quality municipal services.

Providing Quality Municipal Services

- *Council Identified Priorities:*
 - Outreach to all segments of the community – best outreach methods for communication and messaging to make connections with all in the community
 - Traffic / regional planning – mitigate traffic congestion through planning efforts and more involvement with the Utah Department of Transportation (UDOT) Region 1
 - Victim services – apply for grants to enhance services for victims of domestic violence
 - Indigent defense – clarified this priority should have been to obtain grants to help the victims of crime with funding for litigation or associated costs and it could be addressed by victim services
 - Enhanced role for the Youth Commission
 - National League of Cities (NLC) involvement
 - Long-term infrastructure planning – ensuring all systems were planned for growth and reinvestment.
 - Emergency Operations Plan (EOP) and related documents
 - Inclusion of / coordination with Commissions – joint meetings to share vision
 - Zoning Ordinance updates
- *Ongoing Identified Priorities:*
 - Resident satisfaction survey
 - Streamline development review
 - Strategic Plan / Capital Improvement Plan (CIP) updates
 - Audio/Visual (A/V) replacement for the Council Chambers and the Court Room
 - Customer Service Center (CSC) effectiveness
 - Website redesign
 - UTOPIA Fiber
 - Fleet philosophy
 - Digitize large format maps / plans
 - Phase III Maintenance Operations Center (MOC)
 - Community engagement - police department (PD)
 - 500 West expansion and access into Freeport
 - Tyler implementation
 - Fiscal sustainability – long term analysis

Mr. Allen requested the Council participate in a prioritizing exercise to identify the three tiers of focus with the 2019 priorities of providing quality municipal services. The following list included the top three picks of the Mayor and Council for 2019 priorities:

Councilmember Bush

- Inclusion of coordination with commissions

- Resident satisfaction survey
- A/V replacement in the Council Chambers and the Court Room

Councilmember Roper

- Emergency operations plan and related documents
- Zoning ordinances and updates
- Fiscal sustainability

Councilmember Peterson

- Emergency operations plan and related documents
- Zoning ordinance updates
- Fiscal sustainability

Mayor Shepherd

- Traffic and regional planning
- Website redesign
- UTOPIA fiber

Councilmember Thompson

- Victim services
- Traffic and regional planning
- Fiscal sustainability

Councilmember Phipps

- Outreach to segments of the community
- Fiscal sustainability
- Long term infrastructure planning

Mr. Allen commented based on the ranking and input from the Mayor and Council the charted list of items would be divided into three tiers of priorities. He noted all tiers would be important and would continue to progress. The Mayor and Council participated in a ranking exercise and the following were selected for the tiered priorities of providing quality municipal services:

Tier 1 Priorities for 2019

- Outreach to all segments of the community
- Traffic and regional planning
- Long-term infrastructure planning
- Website redesign
- Fiscal sustainability

There was a discussion about how progress could be made to show success in the various areas of the Tier 1 priorities even though each would be a much longer process and likely take years to fully implement.

Tier 2 Priorities for 2019

- EOP and related documents
- UTOPIA
- Inclusion of and coordination with Commissions
- Zoning Ordinance updates
- Resident satisfaction survey
- A/V replacement for the Council Chambers and the Court Room
- Victim Services

Tier 3 Priorities for 2019

- Enhanced role of the Youth Commission
- NLC involvement
- Streamline development review
- Strategic Plan / CIP updates
- CSC Effectiveness
- Fleet philosophy
- Digitize large format maps / plans
- Phase III MOC
- Community Engagement (PD)
- 500 West Access into Freeport
- Tyler Implementation

The Council took a break for lunch at 11:30 a.m.

The meeting resumed at 1:00 p.m.

Mr. Allen reviewed the list of items within the priority of improving Clearfield's image, livability and economy.

Improving Clearfield's Image, Livability and Economy

- *Council Identified Priorities:*
 - Community building – efforts towards networking lunches, pop-up parties, etc.
 - Form Based Code – cleanup and implementation
 - Veteran's monument – consultant would soon provide design and cost estimates
 - Capitalize on economic potential of Hill Air Force Base (HAFB) – further tactical relations with residents, contractors, and employees of HAFB
 - Code enforcement – continuous improvement efforts and conditional use permits(CUP) /site plan (SP) compliance
 - General Plan update
 - Changing the nature of Clearfield – why messaging to residents
 - Community policing – focus efforts to initiate neighborhood watch program / outreach events expansion to engage community / community resource officer
 - Involvement with schools – interface with schools / elected official outreach to North Davis Junior High and its student leadership
 - Small Area Plans

- City Hall west stairs / landscape
- Steed Pond Master Plan – conceptual plan would be provided during the break-out session
- HAFB relations – further administrative relations with residents, contractors, and employees of HAFB
- Title 11 (Land Use) updates
- *Ongoing Identified Priorities*
 - Mabey Place
 - 4th of July Scope – levels of funding / core of schedule of events / local versus regional event
 - South Clearfield Elementary – rebuilding of the school would likely affect the City’s park
 - City Centre Parking – commercial struggling to get tenants due to parking issues
 - Lifetime Products expansion – CRA creation
 - Investment in Arts programming / facilities
 - Springfield Estates landscaping – South Main should City make investments to improve it or just continue to maintain it
 - Title 12 (subdivisions) updates
 - Scooters
 - Clearfield Station / RSL
 - Legend Hills
 - Midtown University
 - Sponsorship opportunities – creating a packet identifying of all the City’s sponsorship opportunities to help sponsors maximize funding and build better relations
 - I-15 berm at 700 South – UDOT created / City’s obligation for its beautification
 - Gardner food pantry
 - Clearfield Aquatic and Fitness Center (CAFC) purpose / direction – any interest in emphasizing the recreation component of the center to target additional members of the population such as teens / keep it geared to aquatics and fitness / direction would help determine the uses for an unused room on the second floor
 - Streetscape – how much funding would be needed
 - Tag line – efforts to find a more relatable tag line since the survey of residents done by Weber State’s students showed there was no connection to the City’s current tag line “we’ve got it made”
 - Façade improvement grant
 - Americold mural
 - Tackle football
 - RISE UP – efforts to encourage sportsmanship in the recreation programs with the acronym which stands for respect, inclusion, skill building, excellence, unity, and professionalism

Mr. Allen requested the Council participate in a prioritizing exercise to identify the three tiers of focus for the 2019 priorities of improving Clearfield’s image, livability and economy. The following list included the top three picks of the Mayor and Council for 2019 priorities:

Councilmember Phipps

- Veteran's monument
- Community policing
- Capitalize on economic potential of HAFB

Councilmember Thompson

- Capitalize on economic potential of HAFB
- Clearfield Station / RSL
- Midtown University

Mayor Shepherd

- Mabey Place
- Clearfield Station / RSL
- Community policing

Councilmember Peterson

- Mabey Place
- Clearfield Station / RSL
- Changing nature of Clearfield – messaging

Councilmember Roper

- Code enforcement
- Investment in Arts programming / facilities
- Sponsorship opportunities

Councilmember Bush

- Small Area Plans
- Code enforcement
- Streetscape

Mr. Allen commented based on the ranking and input from the Mayor and Council the charted list of items would be divided into three tiers of priorities. He reiterated all items were important and efforts would continue to be made toward progress in all areas. The Mayor and Council participated in a ranking exercise and the following were selected for the tiered priorities of improving Clearfield's image, livability and economy:

Tier 1 Priorities for 2019

- Community policing
- Clearfield Station / RSL
- Capitalize on economic potential of HAFB
- Mabey Place

Tier 2 Priorities for 2019

- Code enforcement
- Changing nature of Clearfield (messaging)

- Small Area Plans
- Investment in Arts programming / facilities
- Streetscape
- Veterans' monument
- Midtown University / Bravada 193
- Sponsorship opportunities

Tier 3 Priorities for 2019

- Community building
- Form Based Code (FBC) cleanup and implementation
- General Plan updates
- Involvement with schools
- City Hall west stairs / landscape
- Steed Pond Master Plan
- HAFB relations
- Title 11 updates
- 4th of July scope
- South Clearfield Elementary
- City Centre Parking
- Lifetime Products expansion
- Springfield Estates landscaping
- Title 12 updates
- Scooters
- Legend Hills
- I-15 berm at 700 South
- Gardner / Westside food pantry
- CAFC purpose / direction
- Tag line
- Façade improvement grant
- Americold mural
- Tackle football
- RISE UP

Mayor Shepherd and members of the City Council were given the opportunity to meet individually with departments to ask questions, discuss topics of concern, and hear more about strategic efforts for 2019.

The Council took a break at 3:27 p.m.

The meeting resumed at 3:40 p.m.

Mr. Allen reviewed the following list of items identified as priorities for maintaining a highly motivated and well-trained workforce:

Maintaining a Highly Motivated and Well-Trained Workforce

- *Council Identified Priorities:*
 - Employee engagement / team building
 - Compensation plan – continuing efforts of commitment to the compensation plan and its methodology
 - Police Department recruitment and retention – provide officers with safety equipment / compensation
- *Ongoing Identified Priorities:*
 - Book Club – roll out to employees for participation
 - Teamwork – roll out principles of teamwork to staff
 - Professional training / conferences
 - Police Department policy and procedures – review and update
 - Specialized training for police officers – increases with technology necessitate continual training for officers, some of which are expensive
 - Healthy living – roll out program to employees in February to promote healthy living programs offered by the City’s health insurance provider
 - Employee handbook – easy to digest version of policy and procedures
 - Supervisor boot camp – supervisor quarterly training meetings
 - Planning staffing – what assistance could help with the workload of the division
 - Brown bag 101 – expanding the knowledge base of employees about services or expertise in other departments
 - Dispatch staffing – additional full-time employee to help with increased calls
 - Community service officer – staffing for community resource officer to focus on community policing and other community related assignments
 - Arts staffing – if the Art Center were renovated then increased staffing would be needed to run it effectively
 - Recreation staffing – recruitment underway for the Recreation Manager position, but as positions were filled it could create vacancies within the department
 - Recreation / CAFC program goals – establish a process with goals and criteria that would be used to evaluate progress with ensuring positive skills were taught throughout the recreation and aquatics programs in addition to the sport or activity
 - Employee satisfaction survey – first survey done in March 2018; replicate it in 2019 and continue to measure progress over time
 - Communications staffing – growing and evolving division with additional staffing would be helpful for the goals of the organization
 - Management intern – scope of projects would be developed by Ms. Palmer
 - Emergency management training – training for both elected officials and staff
 - Tyler software training – ongoing training would be necessary as updates were rolled out

Mr. Allen asked if there were any questions or further clarification desired for any of the items mentioned for the priority of maintaining a highly motivated and well-trained workforce. Councilmember Phipps requested a quick update of the Tyler software implementation efforts. Rich Knapp, Finance Manager, responded the EnerGov program should go live in June of 2019 and it would require cash receipting updates. He mentioned the payroll system should go live in April of 2019 and there were continued efforts working with the financial program because of

updates. Councilmember Phipps asked if there would be training after full implementation. Mr. Knapp answered there would be continuous efforts to create how-to instructions for employees as well as software training for updates.

Councilmember Bush questioned which of the items discussed would need budget funding besides the staffing needs. Mr. Allen responded the compensation plan would be the largest budget affecting item. He pointed out health insurance rates continued to increase and would likely impact the budget as well. He stated most of the items were low in dollar cost but would affect the time of staff on implementation and execution efforts.

Mr. Allen requested the Council participate in a prioritizing exercise to identify the three tiers of focus for the 2019 priorities of maintaining a highly motivated and well-trained workforce. The following list included the top three picks of the Mayor and Council for 2019 priorities:

Councilmember Thompson

- Healthy living
- Dispatch staffing
- Police Department policy and procedures – review and update

Councilmember Roper

- Planning staffing
- Community service officer
- Emergency Management training

Councilmember Peterson

- Staffing and Training were important focuses but administratively those could be addressed
- Compensation plan
- Professional training / conferences

Councilmember Phipps

- Employee engagement / team building
- Community service officer
- Police Department Policy and Procedures

Councilmember Bush

- Professional training and conferences
- Community service officer
- Recreation / CAFC program goals

Mayor Shepherd

- Compensation plan
- Employee satisfaction survey
- Healthy living

Mr. Allen commented based on the ranking and input from the Mayor and Council the charted list of items would be divided into three tiers of priorities. He reiterated all items were important and efforts would continue to be made toward progress in all areas. The Mayor and Council participated in a ranking exercise and the following were selected for the tiered priorities of maintaining a highly motivated and well-trained workforce:

Tier 1 Priorities for 2019

- Compensation plan
- Professional training / conferences
- Healthy living

Tier 2 Priorities for 2019

- Community resource officer
- Recreation / CAFC goals
- Police Department policy and procedures
- Employee satisfaction survey

Tier 3 Priorities for 2019

- Employee engagement / team building
- Planning staffing
- Dispatch staffing
- Emergency management training
- Police Department recruitment and retention
- Book Club
- Teamwork
- Specialized training for officers
- Employee Handbook
- Supervisor boot camp
- Brown bag 101
- Arts staffing
- Recreation staffing
- Communications staffing
- Management intern
- Tyler software training

Mr. Allen expressed appreciation for participation and feedback from the Council with the policy priority exercises.

Next Steps in Community Building

Mr. Cahoon shared a portion of a video presentation from Shani Graham entitled “Take A Street and Build a Community.” There was a discussion on the key concepts of the presentation.

- It does not take much to build a community
- Communities start in neighborhoods not generally at the City building
- Unintentional community - it was not planned; instead, it was spontaneous

Mr. Cahoon identified a few other important ideas associated with community building:

- People crave connection
- Spark creativity within the community and utilize the gifts of its members; rather, than focusing on its deficiencies
- The City had not led the community building efforts, but allowed it to happen

He identified a question worth pondering would be how to spark co-creators of community building to take action. Mr. Cahoon reviewed data collected from the City's social media engagement and its reach which had increased over previous years. He pointed out the physical engagement at City events had also increased. He stated attendance at the pop-up parties was consistent and meaningful; thus, evidence people crave connections.

Mr. Cahoon reviewed the evolution of the networking luncheons. He asked the Council to provide its feedback, goals, and direction for staff moving forward towards the City's involvement with pop-up parties and networking efforts. There was a discussion on the City's pop-up parties and goals moving forward. The Mayor, Council and staff suggested ideas for the City's pop-up parties and the following ideas were highlights from the discussion:

- Increase messaging efforts
- Expanding the purpose of it by combining activities such as a movie night
- Incorporating some of the smaller parks
- Advertising could be done on a larger scale rather than nearby neighborhoods only
- The less structure the better
- Close down a road and hold a block party
- Gradually move towards less staff involvement and more neighborhood involvement
- Creating a kit that residents could use during block parties
- Modeling a block party event in 2019 to teach residents how they could do it in the future
- Flyers on all doors of the neighborhood through a street team approach to have the human connection
- During block parties find a way to get people talking about their gifts through energy created by healthy competitions
- Short term goal: finding leaders within the community willing to host future gatherings
- Long term goal: turn it from a city sponsored event to a neighborhood sponsored event

Mr. Cahoon stated the networking lunches had consistent attendance but it would be important to determine what the future goals would be for that group. He asked if the Council had an opinion on what direction it would like the networking meetings to take in the future. There was a discussion with the following ideas suggested:

- Several attendees were business owners – incorporate more business training efforts
- Seek to spur ideas for ways attendees could contribute within their own neighborhoods
- Ask the group what its own goals were for future meetings
- Pop-up parties were for neighborhood engagement where networking lunches were to promote broader community engagement

- Networking lunches were designed to be a place where people could make connections and build strength
- These meetings originated as a means to bridge gaps between organizations of the community
- Moving forward the City could allow the use of a room but turn the event over to the group so staff was no longer facilitating the discussions but allowing the group to address local issues of their choosing
- Ask the question to the group, “What could you contribute?”
- Conduct a test to determine if networking or lunches were the primary reason for attendance by holding a brown bag session to see if the attendance was the same
- The City should remain involved with the meetings because it was a key component for getting business leaders involved within the community and providing opportunities for marketing efforts
- Workshop type meetings where the group determined the types of speakers or presentation matter for future meetings

Mr. Cahoon recapped pop-up parties moving forward would be taken into the neighborhoods by utilizing the pocket parks or closing down streets. He mentioned staff would do a pulse check of the networking luncheon group to see what its expectations were for its future meetings. He thanked the Mayor and Council for its feedback.

Mr. Allen requested feedback about the organization, content, and venue for the retreat. The consensus of the Council was the information was helpful; however, the venue was too noisy to hold another similar type meeting in the future. Mr. Allen expressed his appreciation to the Council for its participation and direction.

The meeting adjourned at 5:36 p.m.

APPROVED AND ADOPTED
This 23rd day of July, 2019

/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 Thursday, January 17, 2019.

/s/Nancy R. Dean, City Recorder