

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
January 22, 2019

City Building
55 South State Street
Clearfield City, Utah

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

VISITORS: Allen Pemberton, Sherry Pemberton, Dean Cotter – Redfin, Boy Scout Troop 156, Keri Benson, Kathryn Murray

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd informed the audience that if they would like to comment during the Public Hearing or Open Comment Period there were forms to fill out by the door. He welcomed Boy Scout Troop 156 to the meeting.

Councilmember Thompson led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 27, 2018 WORK SESSION; THE DECEMBER 11, 2018 WORK SESSION; AND THE DECEMBER 18, 2018 COMMUNITY NETWORKING MEETING

The December 4, 2011 work session minutes were removed for consideration at a later date. **Councilmember Peterson moved to approve the minutes from the November 27, 2018 work session; the December 11, 2018 work session; and the December 18, 2018 community networking meeting; as written, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None.** Councilmember Roper was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A GENERAL PLAN AMENDMENT TO ALLOW THE USE OF THE R-1-6 (SINGLE-FAMILY RESIDENTIAL) ZONE IN AREAS IDENTIFIED AS RESIDENTIAL

Brad McIlrath, Senior Planner, explained the City’s General Plan currently did not encourage the R-1-6 (Single-family Residential) Zone on properties identified for residential use. He mentioned the current consideration was to amend the General Plan to allow the R-1-6 zone which would be a better use for residential infill developments outside of the downtown corridor rather than multi-family zoning. He stated the R-1-8 zone allowed for lots sizes of 8,000 square feet and was currently the City’s preferred single-family zone for residential development.

Mr. McIlrath reviewed the General Plan’s current language for the R-1-6 Zone, a chart with the current land use by zoning category, and the proposed language changes for the General Plan. He mentioned staff recommended the R-1-6 Zone allow for minimum lots sizes of 6,000 square feet rather than the 6,500 minimum similar to other cities in the surrounding area. He noted language had been revised to read “The R-1-6 Zone is allowed for infill single family development and also as an alternative to larger lot single family uses in areas designated as residential on the future land use map. The R-1-6 Zone is an alternative single family option to multi-family development in areas outside of the downtown corridor and should be used to encourage a mix of housing types throughout the City.” Mr. McIlrath stated the Planning Commission reviewed the General Plan amendment request at its meeting on January 9, 2019, and recommended approval.

Mayor Shepherd commented allowing for a smaller lot size made sense with the housing affordability crisis throughout the State because it would allow a developer to put more houses on the property reducing overall costs.

Mayor Shepherd opened the public hearing at 7:08 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Peterson moved to close the public hearing at 7:09 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE –

Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None.

Councilmember Roper was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A ZONING TEXT AMENDMENT TO AMEND THE DEVELOPMENT STANDARDS FOR THE R-1-6 (SINGLE-FAMILY RESIDENTIAL) ZONING DISTRICT AS OUTLINED IN TITLE 11, CHAPTER 9C AND TITLE 11, CHAPTER 4 OF THE CITY'S LAND USE ORDINANCE

Brad McIlrath, Senior Planner, stated as part of the consideration for the General Plan amendment mentioned above, staff proposed a zoning text amendment to amend the development standards for the R-1-6 Zone as outlined in Title 11, Chapter 9C of the City Code. He explained the proposed amendments would align with recent amendments to the R-1-8 Zone and with the development standards of other communities. He reviewed the proposed text amendments for 11-9C-4: Area and Frontage Regulations and 11-9C-5 Yard Regulations.

11-9C-4: Area and Frontage Regulations proposed Ordinance language:

- A. Lot Size: The minimum lot size shall be six thousand (6,000) square feet.
- B. Lot Width: The minimum lot width, as measured at the front setback line, shall be sixty feet (60').
- C. Lot Width, Corner Lots: Each corner lot shall have a minimum lot width, as measured at the front setback line, of seventy feet (70').
- D. Lot Frontage: The minimum lot frontage shall be fifty feet (50').

11-9C-5: Yard Regulations proposed Ordinance language:

- A. Front Yard: The minimum front yard setback for all main buildings shall be twenty feet (20').
- B. Side Yard: The minimum side yard setback for all main buildings shall be six feet (6') on each side.
- C. Side Yard, Corner Lots: The minimum side yard setback for all main buildings on corner lots shall be twenty feet (20') on the side adjacent to a street.
- D. Rear Yard: The minimum rear yard setback for all main buildings shall be twenty feet (20').

Mr. McIlrath pointed out the side yard standard was currently at seven feet and staff recommended a reduction to six feet. He explained it was addressed during the work session prior to this meeting and staff felt having the ten foot utility easement with five feet on either side of the property lines would be sufficient to allow for the reduction to a six foot setback on the side yard. He reported the Planning Commission had reviewed the request at its meeting on January 9, 2019 and recommended its approval.

Councilmember Thompson asked how much of a cost savings there would be for the reduction from 6,500 square foot lots to 6,000 square foot sizes. Mr. McIlrath responded the developer would have the cost savings from an R-1-8 property because it could add about 1 additional lot per acre. He said the property owner would have cost savings because the smaller lot size would be less costly to maintain. He continued the City recognized there would be a cost savings for both the developer and the consumer and it would allow for an efficient use of the land so the

developer could spread the costs of the land amongst all the lots to help reduce the final purchase price of the home.

Mayor Shepherd shared a hypothetical example of cost savings for a home built on an R-1-8 sized lot versus an R-1-6 sized lot for a better understanding of the cost savings. Mr. McIlrath thanked him for his example and recognized he had a better understanding of the housing costs based on his profession as a realtor.

Mayor Shepherd opened the public hearing at 7:16 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:17 p.m. seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2019 BUDGET

Rich Knapp, Finance Manager, stated staff had identified expenditures necessary for City operations which were not included in its current budget. He mentioned the proposed amendments for the 2018/2019 fiscal year budget were discussed with the Council during its work session on January 8, 2019, but there were some additional changes since that time. He reviewed the following updates to the proposed budget amendments:

- 1425 West 957 South to 1150 South project required an additional \$95,000.
- 250 North project had savings and additional CDBG monies were identified for the project of \$140,554.

Mr. Knapp explained the cost savings on the 250 North project and additional CDBG funds identified would free up enough money to cover the extra costs of the 1425 West project. He noted the other change was the increase to the waterline project budget amendment for \$86,000 so it would total \$110,258 to cover additional costs of adding all the steel casings across the canal area. He mentioned the following budget amendments were reviewed previously by the Council and each was included with the staff report in the agenda packet:

- Part-time Legal Assistant
- Moderate Income Housing Plan
- Filling the Recreation Manager position from February to June 2019
- Increased costs for police vehicles and their accessory outfitting
- Fertilizer spreader
- Mabey Place CRA creation
- Additional costs for Mabey Place site clearing and relocation assistance
- Mabey Pond Water supply – additional outfall would be funded by Park Impact Fees
- Sweeper - sold rather than traded in which affected the expense budget

Mayor Shepherd indicated the Council had reviewed the budget amendments and these types of changes were typical for a budget year.

Mayor Shepherd opened the public hearing at 7:19 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:20 p.m. seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None.

Councilmember Roper was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AN AMENDMENT TO THE FINAL SUBDIVISION PLAT LOT 2 FOR DOLLAR TREE SUBDIVISION LOCATED AT APPROXIMATELY 585 NORTH MAIN STREET

Mayor Shepherd explained the public hearing was noticed; however, the applicant had withdrawn the request to amend the Final Subdivision Plat Lot 2 for Dollar Tree Subdivision. He advised there would not be anything happening at the lot, but since the public hearing was noticed it would be held.

Mayor Shepherd opened the public hearing at 7:20 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:21 p.m. seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None.

Councilmember Roper was not present for the vote.

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF ORDINANCE 2019-01 AMENDING THE CITY'S GENERAL PLAN TO ALLOW THE USE OF THE R-1-6 (SINGLE-FAMILY RESIDENTIAL) ZONE IN AREAS IDENTIFIED AS RESIDENTIAL

Councilmember Phipps moved to approve Ordinance 2019-01 amending the City's General Plan to allow the use of the R-1-6 (Single-family Residential) Zone in areas identified as Residential with the language presented during the public hearing and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF ORDINANCE 2019-02 AMENDING THE DEVELOPMENT STANDARDS FOR THE R-1-6 (SINGLE-FAMILY RESIDENTIAL) ZONE AS OUTLINED IN TITLE 11, CHAPTER 9C AND TITLE 11, CHAPTER 4 OF THE CITY'S LAND USE ORDINANCE

Councilmember Bush moved to approve Ordinance 2019-02 amending the development standards for the R-1-6 (Single-family Residential) Zone as outlined in Title 11, Chapter 9C and Title 11, Chapter 4 of the City's Land Use Ordinance and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON REZONING THE PROPERTY LOCATED AT 1295 WEST 300 NORTH (TIN: 12-024-0014) FROM A-1 (AGRICULTURAL) TO EITHER R-2 (MULTI-FAMILY RESIDENTIAL), OR R-1-6 (SINGLE-FAMILY RESIDENTIAL)

Brad McIlrath, Senior Planner, stated the property located at 1295 West 300 North was one of five properties located along the south side of 300 North currently zoned A-1 (Agricultural). He identified the General Plan designated the area as Residential and the surrounding residential land uses were single-family. He explained density was being encouraged along the downtown corridor, but not in other areas of the City.

Mr. McIlrath reviewed the City's Zoning Map and General Plan's Future Land Use Map. He acknowledged because the area was designated as Residential, the applicant requested the property at 1295 West 300 North be rezoned from A-1 (Agricultural) to R-2 (Multi-family Residential). He indicated the Planning Commission had reviewed the request at its meeting on December 5, 2018 and forwarded a recommendation of denial for the rezone because of the higher density allowed in the R-2 Zone. Mr. McIlrath mentioned the item was originally reviewed by the City Council at its meeting on December 11, 2018. He noted there was a discussion about whether or not the property should be rezoned to a different zoning classification other than R-2. He continued following the discussion, the Council decided to table its consideration on the rezone request to allow time for considering other options.

Mr. McIlrath stated the changes to the City's General Plan and zoning ordinances approved previously allowed the R-1-6 (Single-family Residential) Zone to be considered as a viable option for the requested rezone. He commented staff was recommending the property at 1295 West 300 North be rezoned to the R-1-6 Zone for development of single-family properties which were consistent with the surrounding uses. He reviewed the options available for the Council's consideration. Mr. McIlrath mentioned staff had contacted the applicant and property owner to confirm the R-1-6 Zone was a viable alternative zone for the applicant. He continued the City had received correspondence from both expressing the intent to build a patio home development, so either residential zone would be acceptable for the planned use.

He indicated earlier in the day an email was received from a neighboring property owner Kara Lybbert. He read the email which stated her opposition to the rezone request from A-1 (Agricultural) to R-2 (Multi-family Residential) but she indicated she was in favor of the rezone from A-1 (Agricultural) to R-1-6 (Single-family Residential). He said staff had not received any additional comments to date.

Mayor Shepherd opened the public hearing at 7:28 p.m.

Mayor Shepherd asked for public comments.

Allen Pemberton, resident, commented he had lived in the area for 30 years. He expressed his concern the homes on the surrounding streets would suffer if there were additional homes developed on the property proposed for the rezone. He voiced his opinion the current property owners were not taking care of the property and it was not meeting the City standards. Mayor Shepherd stated the current owner was selling the property and would not be involved with the new development. Mr. Pemberton wondered how the City would require its standards to be met. Mayor Shepherd responded new development would not be permitted without meeting the City's standards. There was a discussion about the distances and setbacks allowed by the City's current standards as well as the future uses and zoning requirements.

Councilmember Bush commented eventually most agricultural properties would be sold and developed into some other use. He explained the use designated for the property being considered was residential and in order to prevent apartments or high density housing when it developed the City was considering the R-1-6 Zone to designate its use for single-family development. There was a discussion about impacts of a new development versus the current condition of the property. Mr. Pemberton expressed his desire for the City to improve its efforts with Code Enforcement and put quality back in Clearfield. He voiced his opinion he did not think rezoning the property was a good idea. Mayor Shepherd thanked him for his comments and asked if there were any others who wished to comment on the rezone request. There were no other comments received.

Councilmember Thompson moved to close the public hearing at 7:39 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None.
Councilmember Roper was not present for the vote.

APPROVAL OF ORDINANCE 2019-03 REZONING THE PROPERTY LOCATED AT 1295 WEST 300 NORTH FROM A-1 (AGRICULTURAL) TO EITHER R-2 (MULTI-FAMILY RESIDENTIAL) OR R-1-6 (SINGLE-FAMILY RESIDENTIAL)

Councilmember Peterson commented when the application was originally reviewed in December, it fit within the residential use designated by the City's General Plan Future Land Use Map. She continued the initial request to rezone the property R-2 would have allowed for townhouses or duplexes, which would not match the neighborhood. She said it did not feel like it would make sense, so the Council asked staff to review other options available where there could be homes rather than duplexes. She stated the R-1-6 Zone had a smaller lot size and was worth considering because it would maintain the single-family integrity of the neighborhood. She noted the R-1-6 Zone would allow the property owner to sell as desired and keep the same feeling for the neighborhood with single-family homes. Councilmember Peterson reviewed the process for the developer and the additional approvals needed to build. She indicated the public could come and see how it would roll out according to the City's standards. She indicated the R-1-6 Zone made more sense to her personally and thought it would rejuvenate the neighborhood and be a better fit.

Mayor Shepherd clarified the number of units that could be developed on a two acre parcel would be about 12 homes. Councilmember Peterson commented the area could be developed as a continuation of the neighborhoods and streets already in the area to flow with a better look and feel opposed to alternative options found in other cities she had seen. She expressed her opinion that the R-1-6 Zone would be a better way to complement those neighboring homes without it feeling disruptive. Councilmember Bush said the R-1-6 Zone was the only logical residential zone for the parcel and the only difference from neighboring properties would be the smaller size of the lot. He expressed his opinion allowing smaller lot sizes could improve the yard maintenance and add to the beauty of the area.

Councilmember Thompson expressed his support for the rezone to the R-1-6 Zone and requested clarification about the action to rezone the property so it was not misinterpreted. Mayor Shepherd stated the request could be approved to rezone the property from A-1 to R-2; or the request could be denied and the property rezoned from A-1 to R-1-6; or either option for the rezone could be denied. Councilmember Thompson thanked the Mayor for his clarification.

Councilmember Bush moved to deny the rezone request for property located at 1295 West 300 North from A-1 (Agricultural) to R-2 (Multi-family Residential) and approve Ordinance 2019-03 rezoning the property located at 1295 West 300 North from A-1 (Agricultural) to R-1-6 (Single-family Residential) and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF RESOLUTION 2019R-03 AUTHORIZING AMENDMENTS TO THE FISCAL YEAR 2018/2019 BUDGET

Councilmember Thompson moved to approve Resolution 2019R-03 authorizing amendments to the fiscal year 2018/2019 budget and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENTS OF INDIVIDUALS TO THE PLANNING COMMISSION

Mayor Shepherd indicated Mallory Call recently resigned so there was a vacancy on the Planning Commission for a regular member. He recommended appointing Nicole Bigelow to fill the regular member vacancy who had been serving as an alternate member since February 2018. He mentioned Kathryn Murray and Chris Uccardi were also serving on the Planning Commission and their terms would expire in February 2019. He expressed his desire to reappoint Kathryn Murray and Chris Uccardi to serve as regular members of the Planning Commission with terms expiring in February 2024.

Councilmember Peterson moved to approve and consent to the Mayor's appointment of Nicole Bigelow as a regular member of the Planning Commission with a term expiring in February 2023; reappoint Kathryn Murray as a regular member of the Planning Commission with a term expiring in February 2024; reappoint Chris Uccardi as a regular member of the Planning Commission with a term expiring in February 2024; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF RESOLUTION 2019R-05 AUTHORIZING THE INTERLOCAL COOPERATION AGREEMENT WITH DAVIS COUNTY FOR SHARING SOFTWARE SERVICES TO ALLOW THE CITY TO USE THE COUNTY'S JUSTWARE API

Summer Palmer, Assistant City Manager, stated the item was discussed during work session on January 8, 2019. She explained Davis County moved to the Justware software system for its records management. She noted the City used Spillman software for its police records and when a case was sent to the County for justice services, manual data entry was required to duplicate the information. She explained if the City could obtain access to the County's Justware API, it could increase efficiency and reduce errors that occurred during manual entry by allowing the transfer of information directly from Spillman. Ms. Palmer indicated staff was recommending its approval.

Councilmember Thompson moved to approve Resolution 2019R-05 authorizing the Interlocal Cooperation Agreement with Davis County for sharing software services to allow the City to use the County's Justware API and authorize the Mayor's signature to

any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF RESOLUTION 2019R-04 MAKING APPOINTMENTS TO THE NORTH DAVIS FIRE DISTRICT’S ADMINISTRATIVE CONTROL BOARD

Mayor Shepherd stated Councilmember Nike Peterson, Tim Roper, and Mayor Shepherd had been representing Clearfield on the North Davis Fire District’s Administrative Control Board and their terms expired on December 31, 2018. He recommended reappointing all three individuals again to serve as the City’s representatives on the Board for another term expiring December 31, 2022.

Councilmember Thompson moved to approve Resolution 2019R-04 appointing Councilmember Nike Peterson, Councilmember Tim Roper, and Mayor Mark Shepherd as representatives on the North Davis Fire District’s Administrative Control Board; and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF RESOLUTION 2019R-06 AUTHORIZING AN INTERLOCAL AGREEMENT WITH SYRACUSE CITY REGARDING THE DEVELOPMENT OF 500 WEST

Scott Hodge, Public Works Director, stated the City along with Syracuse City submitted application and was awarded Surface Transportation Funding (a federal grant) from the Wasatch Front Regional Council for the expansion of 500 West from approximately 2000 South to Antelope Drive (SR-108) and from Antelope Drive to D Street in the Freeport Center. He commented an environmental study was completed and it was waiting for approval from the Utah Department of Transportation (UDOT). He noted the federal funding would not be available until 2022; however, the preparations completed ahead of time could expedite the funding process. Mr. Hodge explained the Interlocal Agreement acknowledged Clearfield City and Syracuse City desired to work together on the construction of the 500 West roadway. He added it outlined the responsibilities for each city.

Councilmember Bush wondered if the property owners north of Antelope Drive in the Freeport Center had their concerns met. Mr. Hodge responded the road alignment was identified in order to complete the environmental study but once the design phase commenced there would be a better idea of the impacts to those properties. He anticipated meetings would be held with the property owners to resolve any issues or concerns but until it was determined how the road would go it would be difficult to mitigate any issues of the property owners.

Councilmember Peterson moved to approve Resolution 2019R-06 authorizing the Interlocal Agreement with Syracuse City for the 500 West Street, Roadway Construction Project and authorize the Mayor’s signature to any documents, seconded by

Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

APPROVAL OF A COST SHARING AGREEMENT BETWEEN THE CITY AND DAVIS AND WEBER COUNTIES CANAL COMPANY FOR THE REPLACEMENT OF THE BRIDGE AND ROAD IMPROVEMENTS AT THE CANAL CROSSING ON 1500 EAST STREET

Scott Hodge, Public Works Director, stated on March 13, 1978, the City entered into an agreement with the Davis and Weber Counties Canal Company (DWCCC) which allowed for the bridge structure at 1500 East Street to be widened over the canal and obligated the City to maintain the entire bridge and storm sewer pipeline which are located at the intersection of the canal and 1500 East. He mentioned the DWCCC would be installing box culvert sections between 1500 East and 2000 East to enclose its canal. He commented the existing bridge structure at 1500 East Street would be removed, 64 feet of concrete box culvert installed, and road improvements on 1500 East over the box culvert would be replaced. Mr. Hodge explained the cost sharing agreement proposed the City share half of the construction costs with the DWCCC to install the 64 feet of box culvert and road improvement for the 1500 East Street crossing area. He noted the total cost was just over \$75,000 and it was proposed the cost would be equally shared. He mentioned the project was not in the fiscal year 2019 budget so the City had requested for a delay in payment until the budget could be amended. He indicated the agreement spelled out the conditions of both parties.

Councilmember Thompson moved to approve the Cost Share Agreement with Davis Weber Counties Canal Company for the replacement of the bridge and road improvements at the Canal Crossing on 1500 East Street and authorize the Mayor’s signature to any documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Thanked staff for its involvement with the Council’s retreat. He stated a discussion occurred during staff meeting earlier in the day about his desire to have additional in-depth discussions about the book read by the participants in the retreat, “The Five Dysfunctions of a Team,” because there were additional principles of teamwork that could be explored. He indicated time would be spent during future work sessions over the next several months further reviewing the book. He expressed his appreciation to G4CE for hosting the retreat.
2. Extended condolences to Scott Hodge for the passing of his mother-in-law, a long time resident of the City.
3. Met with Clearfield High School and stocked the new food pantry. He invited the Council to attend the ribbon cutting ceremony January 23, 2019 at 3:00 p.m. He said it was planned to be open one day each week and it was located next to the school’s library.
4. Spoke at the advisory board meeting for the Utah Transit Authority (UTA). He mentioned UTA should shrink its timeframe for selecting properties to develop. He explained Mayor Eric Craythorne was the Council of Governments’ (COG) representative on the Board and would push to make the changes.

He noted UTA would be meeting in February to review all the station area plans as its first step and then shortly afterwards select the sites for its development focus.

5. Reported he would be out of town beginning next week until the end of the month for work but the timing and location would allow him to attend the military's Red Flag exercise at Nellis Air Force Base in Nevada.
6. Mentioned G4CE and Urban Air got off to a good start last week and both were very busy.
7. Created a sound bite for the Utah League of Cities and Towns.

Councilmember Bush – thanked staff for the retreat and felt it was good.

Councilmember Peterson – thanked staff for its preparation and work involved with the retreat. She expressed gratitude to those individuals who coordinated and participated with the commissions and boards of the City.

Councilmember Phipps

1. Expressed appreciation for the organization, thought, and methodology for the retreat and felt it was effect to have an offsite meeting.
2. Reported the Wasatch Integrated Board met last week and approved a resolution authorizing the cost increase of \$2 per can beginning in July 2019. He mentioned the City would need to address that in the near future.

Councilmember Thompson – nothing to report.

STAFF REPORTS

JJ Allen, City Manager

1. Appreciated the time Mayor Shepherd and councilmembers spent with staff during the retreat.
2. Announced teamwork trainings and discussion would be held monthly with the Council as well as throughout the year with City staff.
3. Encouraged the members of the Council to let Chief Bennett know if they planned to attend ICS-402 (Incident Command System) training on Tuesday, January 29, 2019.
4. Welcomed Keri Benson, former councilmember, to the meeting and wished Curtis Dickson, Community Services Deputy Director, a happy birthday.
5. Reminded the Council it was not yet time to register for the Utah League of Cities and Town's conference in St. George but it would be a good time to get lodging arranged. He asked those planning to attend the conference to coordinate arrangements with Nancy Dean. He mentioned the dates for the conference would be April 24 through April 26, 2019.

Trevor Cahoon, Communications Coordinator – reviewed highlights from the most recent Fourth of July committee meeting with the Council:

- The route for the 5K would be updated in 2019. It would begin at the Center Street bridge and proceed over the bridge from Main Street to the Rail Trail heading north to Steed Pond and loop around the pond and then back to the bridge. This route should help reduce road traffic and Police Officers should be posted at the HAWK crossing to regulate traffic. The new route would show off the bridge that would be painted again.
- Advertising for parade floats would begin soon. There would be a modification to the registration form requiring a fee in hopes of encouraging better float creation. There were discussions about having a float contest to promote the quality of the floats. The theme for the 2019 parade would be "Make Your Mark."
- The City would be making its mark by breaking the freeze tag world record during the event.

- T-shirts would be designed for staff to wear. There would also be shirts for the 5K participants and any extras could be sold at the event.
- Entertainment was shaping up and staff had been in contact with Foreign Figures which had expressed interest in performing. Final contract details and options for an opening act were still being worked out as well as exploration into having a comedian act between the bands.

Nancy Dean, City Recorder –reviewed the Council’s schedule:

- No meeting scheduled for January 29, 2019
- Work & Special Session on February 5, 2019
- Policy Session on February 12, 2019
- Work Session on February 19, 2019
- Policy Session on February 26, 2019

Councilmember Phipps moved to adjourn at 8:16 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Thompson. Voting NO – None. Councilmember Roper was not present for the vote.

**APPROVED AND ADOPTED
This 26th day of February, 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 Tuesday, January 22, 2019.

/s/Nancy R. Dean, City Recorder