

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
January 8, 2019 – POLICY SESSION

*Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.*

Executive Conference Room  
55 South State Street  
Third Floor  
Clearfield, Utah

**6:00 P.M. WORK SESSION**

Discussion on the Appointment of Tyler Seamons to the Military Installation Development Authority (MIDA) Development Review Committee (DRC)

Discussion on the Ratification of the Award of Bid for the 30-inch Steel Casing Installation Project under the Davis and Weber Counties Canal

Discussion on the Request from the North Davis Fire District to be Reorganize the District From a Special Service District to a Local District Service Area

Discussion on the Interlocal Agreement with Davis County to Allow the City to Use the County's JustWare API

Discussion on the Award of Bid for Janitorial Services

Discussion on an Interlocal Agreement with Syracuse City Regarding the Development of 500 West

Discussion on 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

Discussion on Amendments to the Fiscal Year 2018/2019 Budget

Discussion on Updates to the Trails Master Plan

*(Any items not fully addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)*

City Council Chambers  
55 South State Street  
Third Floor  
Clearfield, Utah

**7:00 P.M. POLICY SESSION**

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY: Councilmember Roper  
APPROVAL OF MINUTES: October 9, 2018 – Work Session  
October 16, 2018 – Joint Work Session  
October 16, 2018 – Work Session  
October 23, 2018 – Work Session  
November 13, 2018 – Work Session G4CE Tour  
November 13, 2018 – Work Session  
December 11, 2018 – Policy Session

***PUBLIC HEARINGS:***

1. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE NORTH DAVIS FIRE DISTRICT’S REQUEST TO ANNEX SUNSET CITY INTO ITS SERVICE AREA

BACKGROUND: In May of 2017, the Sunset City Council petitioned the North Davis Fire District for annexation into the District’s service area for fire protection and emergency medical services. The process was initiated but halted because of a Petition for Referendum that was filed with Sunset City regarding its fire department ordinance. The issues surrounding the filed Petition for Referendum have been rendered moot and the issue withdrawn; therefore, Sunset City has again petitioned NDFD to consider its annexation into the District’s service area. The public hearing will start a 60-day public comment period before the City Council, acting as the Governing Authority of NDFD, can consider action on the request.

RECOMMENDATION: Receive public comment.

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON REPROGRAMMING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM THE 2017/2018 PROGRAM YEAR FOR THE CONTINUATION OF THE HOUSING REHABILITATION PROGRAM DURING THE 2018/2019 PROGRAM YEAR

BACKGROUND: Staff identified unspent funds from the Emergency Home Repairs Program and administration costs during preparation of the Consolidated Annual Performance Evaluation Report (CAPER). There appeared to be little interest from the community for the Emergency Home Repair Program; however, the Housing Rehabilitation Program appeared to be very successful having spent \$105,801.10 of the \$109,571 allocated for the program. Staff recommends reprogramming the Emergency Home Repair funds and unspent administration costs to the Housing Rehabilitation Program for the 2018/2019 year. This public hearing concludes a 30-day public comment period on the matter.

RECOMMENDATION: Receive public comment.

***SCHEDULED ITEMS:***

3. 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](mailto: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.

4. CONSIDER APPROVAL OF RESOLUTION 2019R-02 MAKING AN APPOINTMENT TO THE MILITARY INSTALLATION DEVELOPMENT AUTHORITY'S (MIDA'S) DEVELOPMENT REVIEW COMMITTEE (DRC)

BACKGROUND: The Military Installation Development Authority (MIDA) requested the City Council appoint a qualified member to its Development Review Committee (DRC). The objective of the DRC is to advise MIDA on issues relating to the efficient and timely development of the Enhanced Lease Project Area (Falcon Hill) at Hill Air Force Base (HAFB) and to involve cities and counties adjacent to that development in the process.

RECOMMENDATION: Approve Resolution 2019R-02 making an appointment to the Military Installation Development Authority's (MIDA's) Development Review Committee (DRC) and authorize the Mayor's signature to any necessary documents.

5. APPROVE THE CITY MANAGER'S APPOINTMENT OF KELLY BENNETT AS CLEARFIELD POLICE CHIEF

BACKGROUND: An internal recruitment process was conducted due to the retirement of Police Chief Greg Krusi. It is the recommendation of JJ Allen, City Manager, to appoint Kelly Bennett as the Police Chief.

RECOMMENDATION: Appoint Kelly Bennett as Clearfield City Police Chief.

6. CONSIDER APPROVAL OF REPROGRAMMING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM THE 2017/2018 PROGRAM YEAR FOR THE CONTINUATION OF THE HOUSING REHABILITATION PROGRAM DURING THE 2018/2019 PROGRAM YEAR

RECOMMENDATION: Approve reprogramming Community Development Block Grant (CDBG) funds from the 2017/2018 program year for the continuation of the Housing Rehabilitation Program during the 2018/2019 program year and authorize the Mayor's signature to any necessary documents.

7. CONSIDER RATIFICATION OF THE AWARD OF BID FOR THE 30-INCH STEEL CASING INSTALLATION UNDER THE DAVIS AND WEBER COUNTIES CANAL

BACKGROUND: This project allows for the extension of the 18-inch waterline replacement projects. Phases 1 and 2 have been completed with additional phases being planned for the future until the existing 16-inch waterline is replaced. It has become necessary to expedite the installation of a 30-inch steel casing under the canal where the future 18-inch waterline can be placed avoiding the need to bore under the new box culvert that the Davis and Weber Counties Canal Company will begin constructing from 1500 East to 2000 East in January 2019.

RECOMMENDATION: Ratify the award of bid for the 30-inch steel casing installation under the Davis and Weber Counties Canal and authorize the Mayor's signature to any documents.

8. CONSIDER APPROVAL OF RESOLUTION 2019R-01 ACTING AS THE GOVERNING AUTHORITY OF THE NORTH DAVIS FIRE DISTRICT, A SPECIAL SERVICE DISTRICT, EXPRESSING AN INTENT TO REORGANIZE THE DISTRICT AS A LOCAL DISTRICT SERVICE AREA, PROVIDING NOTICE OF A PUBLIC HEARING TO RECEIVE PUBLIC INPUT AND OTHER SUCH MATTERS

BACKGROUND: On December 20, 2018, the Administrative Control Board for the North Davis Fire District (NDFD) passed a resolution petitioning Clearfield City, as the Governing Authority for the NDFD, to consider taking all the necessary measures to reorganize it from a special service district to a local district service area. The NDFD was established under the governing authority of Clearfield City because the majority of the assets, resources, and personnel used to organize it at the time were primarily provided by the City. Staff believes sufficient time has passed to mitigate that initial investment and recommends reorganizing the NDFD as a local district service area, which would remove the City Council as the governing authority.

RECOMMENDATION: Approve Resolution 2019R-01 acting as the Governing Authority of the North Davis Fire District, a special service district, expressing an intent to reorganize NDFD as a local district service area, providing notice of a public hearing to receive public input and other such matters; and authorize the Mayor's signature to any necessary documents.

***COMMUNICATION ITEMS:***

Mayor's Report  
City Councils' Reports  
City Manager's Report  
Staffs' Reports

***\*\*ADJOURN AS THE CITY COUNCIL\*\****

Dated this 3<sup>rd</sup> day of January, 2019.

/s/Nancy R. Dean, City 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.