

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
June 25, 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

6:30 P.M. WORK SESSION

Discussion on the Award of Proposal for the FEMA Letter of Map Revision (LOMR) Project

Discussion on a Temporary Land Use Regulation for Motor Vehicle Sales

(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 Pro Tem Peterson

OPENING CEREMONY:

Councilmember Bush

APPROVAL OF MINUTES:

February 26, 2019 – Work Session

May 7, 2019 – Joint Work Session

May 28, 2019 Policy Session

May 28, 2019 Work Session

June 11, 2019 Policy Session

June 11, 2019 Work Session

PUBLIC HEARING:

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

BACKGROUND: Staff has identified expenditures necessary for City operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared the proposed amendments for the Fiscal Year 2019 budget. State law requires a public hearing before the City Council approves amendments to the City budget.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

2. **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.

3. CONSIDER APPROVAL OF RESOLUTION 2019R-17 AUTHORIZING AMENDMENTS TO THE FISCAL YEAR 2019 (FY19) BUDGET

RECOMMENDATION: Approve Resolution 2019R-17 authorizing amendments to the Fiscal Year 2019 budget and authorize the Mayor's signature to any necessary documents.

4. CONSIDER APPROVAL OF ORDINANCE 2019-17 AMENDING THE CITY'S CONSOLIDATED FEE SCHEDULE UPDATING THE FEES FOR UTILITIES, BUSINESS LICENSE, POLICE, GRAMA, PLANNING AND ZONING, BUILDING PERMIT AND DEVELOPMENT, AND CODE ENFORCEMENT

BACKGROUND: The City's fees for municipal services were recently reviewed to ensure the fees adequately recovered the costs associated with providing municipal services. Staff is proposing amendments to the fees for utilities, business license, police, GRAMA, planning and zoning, building permit and development, and code enforcement.

RECOMMENDATION: Approve Ordinance 2019-17 amending the City's Consolidated Fee Schedule updating the fees for utilities, business license, police, GRAMA, planning and zoning, building permit and development, and code enforcement; and authorize the Mayor's signature to any necessary documents.

5. CONSIDER APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE AUTUMN RIDGE PHASE 5 FINAL SUBDIVISION LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TINS: 12-019-0103 AND 12-019-0117)

BACKGROUND: Hamblin Investments is proposing to develop a 13-lot single family subdivision called Autumn Ridge Phase 5 located at approximately 875 West 200 North. The Planning Commission reviewed the plat at its meeting on June 5, 2019, and recommends its approval based on six conditions.

RECOMMENDATION: Approve the Final Subdivision Plat for the Autumn Ridge Phase 5 Final Subdivision located at approximately 875 West 200 North with the six conditions as recommended by the Planning Commission on June 5, 2019; and authorize the Mayor's signature to any necessary documents.

6. CONSIDER THE AWARD OF BID FOR THE 1045 SOUTH 1350 WEST STORM WATER IMPROVEMENT PROJECT

BACKGROUND: The City solicited bids for the 1045 South 1350 West Storm Water Improvement Project. The project consists of installing storm drain pipes and inlet boxes at the intersection of 1350 West 1045 South and approximately 95 feet west of the same intersection. The City received five bids and the lowest responsible bidder was NeZhoni Construction with the bid amount of \$97,000. Staff is recommending contingency and engineering costs of \$20,000 which would provide a total project cost of \$117,000.

RECOMMENDATION: Approve the award of bid for the 1045 South 1350 West Storm Water Improvement Project to Nezhoni Construction for the bid amount of \$97,000; approve funding

for the project bid amount with contingency and engineering costs of \$20,000 for a total project cost of \$117,000; and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF RESOLUTION 2019R-16 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CITY AND THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) RELATING TO THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

BACKGROUND: On October 9, 2018, the Clearfield Community Development and Renewal Agency (CDRA) adopted by resolution an official Project Area Plan and Project Area Budget for the Lifetime Community Reinvestment Project Area (CRA). The CDRA has requested the City's participation as a taxing entity to enter into an Interlocal Agreement setting forth the terms for collecting the City's portion of tax increment. The funds will incentivize Lifetime Products to expand in Clearfield, which is anticipated to create approximately 150 jobs.

RECOMMENDATION: Approve Resolution 2019R-16 authorizing an Interlocal Agreement between the City and the CDRA relating to the Lifetime Products CRA 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 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 JUNE 11, 2019 POLICY SESSION

PUBLIC HEARING:

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

BACKGROUND: Staff has identified expenditures necessary for CDRA operations which were not included in its current budget. Rich Knapp, Finance Manager, has prepared some proposed amendments for the 2019 fiscal year budget. State law requires a public hearing before the Board approves amendments to the CDRA budget.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

3. CONSIDER APPROVAL OF RESOLUTION 2019R-05 AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2019 BUDGET

RECOMMENDATION: Approve Resolution 2019R-05 authorizing an amendment to the fiscal year 2019 budget and authorize the Chair's signature to any necessary documents.

4. CONSIDER APPROVAL OF RESOLUTION 2019R-04 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AND OTHER TAXING ENTITIES REGARDING THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

BACKGROUND: On October 9, 2018, the Clearfield Community Development and Renewal Agency (CDRA) adopted by resolution an official Project Area Plan and Project Area Budget for the Lifetime Community Reinvestment Project Area. The CDRA desires to enter into these agreements with the taxing entities to receive a portion of property tax increment generated within the Lifetime Products Community Reinvestment Area (CRA). The funds will incentivize Lifetime Products to expand in Clearfield, which is anticipated to create approximately 150 jobs.

RECOMMENDATION: Approve Resolution 2019R-04 authorizing an Interlocal Agreement between the Clearfield Community Development and Renewal Agency (CDRA) and Clearfield City, North Davis Fire District, Davis County, North Davis Sewer District, Weber Basin Water Conservancy District, and Mosquito Abatement District - Davis relating to the Lifetime Products CRA (Community Reinvestment Area) and authorize the Chair's signature to any necessary documents.

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

Dated this 20th day of June, 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.