

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
May 14, 2019

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Nike Peterson	Mayor Pro Tem
EXCUSED:	Mark Shepherd	Mayor
PRESENT:	Kent Bush Tim Roper Karece Thompson	Councilmember Councilmember Councilmember
EXCUSED:	Vern Phipps	Councilmember
STAFF PRESENT:	JJ Allen Summer Palmer Stuart Williams Kelly Bennett Scott Hodge Mark Baird Kamilla Schultz 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 Public Works Deputy Director Engineer Community Services Deputy Dir. Community Development Director Senior Planner Finance Manager Communications Coordinator City Recorder Deputy Recorder

VISITORS: Beth Holbrook – UTA, John Taylor – NDFD, Ethan Swank, John Bates, Misty Rogers – NDFD, Michael Rolon, Ruth Jones, Manuel Gallegos, Wayne Belleau, Teagan Blair, Julie Perez

Mayor Pro Tem Peterson called the meeting to order at 7:00 p.m.

Mayor Pro Tem Peterson 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.

Councilmember Roper led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 5, 2019 WORK SESSION; THE FEBRUARY 19, 2019 WORK SESSION; THE APRIL 16, 2019 WORK SESSION; THE APRIL 23, 2019 POLICY SESSION; AND THE APRIL 30, 2019 WORK SESSION

Councilmember Bush moved to approve the minutes from the February 5, 2019 work session; the February 19, 2019 work session; the April 16, 2019 policy session; the April 23, 2019 work session; and the April 30, 2019 work session; as written, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Roper and Thompson. Voting NO – None.
Councilmember Phipps was not present for the vote.

PRESENTATION AND UPDATE FROM UTAH TRANSIT AUTHORITY (UTA) TRUSTEE BETH HOLBROOK ABOUT ITS CONTINUED PARTNERSHIP WITH THE CITY AND SERVICES OFFERED TO THE COMMUNITY

Beth Holbrook, Utah Transit Authority (UTA) Trustee, stated the agenda packet had included all the current bus routes and service maps for the City. She highlighted the following routes including days of services, daily boarding counts, and improvements made with Proposition 1 funding:

- Route 626: West Roy – Clearfield Station
- Route 627: Clearfield Station to Davis Technology College
- Route 628: Midtown Trolley
- Route 640: Layton Hills Mall to Weber State University
- Route 470: Ogden to Salt Lake City
- FrontRunner: Clearfield Station

Ms. Holbrook reported there were sensors on the buses that counted the riders. She indicated eighteen bus stops had been improved with Prop 1 funds since 2016. She mentioned the City's FrontRunner Station had recently been selected as a Transit Oriented Development (TOD) site for future development and the City also anticipated growth in other areas. Ms. Holbrook indicated UTA would like to double track its entire system in the future, but currently only 21 miles were double tracked between Ogden and Provo. She pointed out double tracking and electrification of the vehicles would allow the system to operate more efficiently, be more reliable, and increase its frequencies creating a positive impact for riders.

Ms. Holbrook thanked the Council for allowing her time to present during the meeting. She mentioned UTA was conducting a survey for "Service Choices" which had been discussed with the Council and Planning Commission during its work session on May 7, 2019. She encouraged the public to take the survey which would assist UTA in determining where to focus its efforts when planning for the future services.

Councilmember Bush asked if UTA was still planning to bring a Bus Rapid Transit (BRT) line to the City. Ms. Holbrook responded UTA was not looking at BRT yet; however, with the 4,500 increased jobs heading to Hill Air Force Base priorities could change. She continued UTA would work with the Wasatch Front Regional Council (WFRC) in a collaborative effort to prioritize and accommodate the increased ridership and growth for the area in a responsive way.

Councilmember Thompson wondered what type of impact UTA would expect to see if there was no longer funding to subsidize the free fares on the Midtown Trolley and growth continued. Ms. Holbrook answered it was difficult to project; however, if UTA were to look at a BRT for some form of capacity it would begin obtaining the necessary right-of-ways, work with Utah's Department of Transportation (UDOT), conduct environmental studies, and apply for funding through the Congestion Mitigation Air Quality (CMAQ) federal grant program on behalf of the City if those funds were still available at a future date.

Councilmember Roper asked if UTA was looking at fares and whether or not there would be impacts to FrontRunner with any potential adjustments to the bus routes. Ms. Holbrook responded UTA was in the process of conducting a fare study for analysis. She indicated currently UTA received about 18 percent of its revenue from fares and it desired to have a system functioning at a supreme point of availability while addressing air quality. She reported the data from the fare study would be available towards the end of 2019 and the Council would be updated once it was completed.

Mayor Pro Tem Peterson thanked Ms. Holbrook for her presentation and update.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO AMEND THE CITY'S GENERAL PLAN FUTURE LAND USE MAP DESIGNATING A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM COMMERCIAL TO RESIDENTIAL

Brad McIlrath, Senior Planner, stated the applicant was requesting an amendment to the City's General Plan Future Land Use Map for a portion of the property (9.067 acres) located at approximately 1300 South 2000 East. He indicated the request would change the designation of the property from Commercial to Residential. He pointed out the properties were part of a larger commercial area which was currently zoned C-2 (Commercial) and the request was being made in conjunction with a rezone request to allow for development of luxury apartments with twenty-five units per acre. Mr. McIlrath noted staff had researched and found in 1986 the City's Comprehensive Master Plan had designated the similar portion of land as Residential. He reviewed the City's General Plan Future Land Use Map and current Zoning Map. He noted the Planning Commission reviewed the request at its meeting on April 17, 2019 and recommended its approval.

Mayor Pro Tem Peterson opened the public hearing at 7:21 p.m.

Mayor Pro Tem Peterson asked for public comments.

There were no public comments.

Councilmember Roper moved to close the public hearing at 7:22 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM C-2 (COMMERCIAL) TO R-3-SP (RESIDENTIAL WITH A SPECIAL PURPOSE OVERLAY)

Brad McIlrath, Senior Planner, explained the applicant was requesting a rezone for a portion of the property (9.067 acres) located at approximately 1300 South 2000 East. He stated the request would rezone the property from C-2 (Commercial) to R-3-SP (Residential with a Special Purpose Overlay). He indicated the Special Purpose Overlay would allow for greater density than the R-3 zone. Mr. McIlrath mentioned the applicant intended to develop a luxury apartment community containing 225 units.

He reviewed the Zoning Map and the surrounding densities in the R-3 zone which averaged 19.52 units to the acre. He pointed out the proposed Bravada 193 development near the area would be 40.60 units to the acre; however, it had not been included with the density comparison because its higher density was allowed in the DR (Downtown Redevelopment) zone. Mr. McIlrath commented the Planning Commission reviewed the request on April 17, 2019 and recommended its approval.

Mayor Pro Tem Peterson opened the public hearing at 7:25 p.m.

Mayor Pro Tem Peterson asked for public comments.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:26 p.m. seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A DONATION TO ASSIST THE WEST SIDE FOOD PANTRY LOCATED AT 245 NORTH 1000 WEST

JJ Allen, City Manager, acknowledged Dan and Nancy Gardner, who operated the Westside Food Pantry, had requested the City's assistance with a donation of funds to help provide relief for the pantry's fuel and landfill costs. Mr. Allen noted the City Council, in the fall of 2018, indicated a desire to consider providing financial assistance once the necessary building permit was in place and the process for allowing donations was followed. He explained State law required a study to be conducted prior to donations of City funds being made and a public hearing held. He reported the study had been completed and the public hearing had been properly noticed. He commented the staff report had listed the following options which the Council could consider, in addition to any others, following the public hearing:

- a) Approve the waiver of building permit fees in the amount of \$353.76 and a donation of up to \$200 per month for future fuel and landfill costs.
- b) Approve the waiver of building permit fees in the amount of \$353.76 and a donation of \$2,500 to cover fuel and landfill costs which had been incurred previously.

- c) Table consideration of the request until additional details could be gathered regarding the Westside Food Pantry's future operations and potential assistance from Open Doors.
- d) Deny the request for a waiver of building permit fees and a donation.

Mayor Pro Tem Peterson opened the public hearing at 7:29 p.m.

Mayor Pro Tem Peterson asked for public comments.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:30 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF ORDINANCE 2019-13 AMENDING THE CITY'S GENERAL PLAN FUTURE LAND USE MAP BY CHANGING THE LAND USE DESIGNATION FOR A PORTION (9.067 ACRES) OF THE PROPERTY LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TINS: 09-341-0305 AND 09-341-0306) FROM COMMERCIAL TO RESIDENTIAL

Councilmember Thompson moved to approve Ordinance 2019-13 amending the City's General Plan Future Land Use Map by changing the land use designation for a portion (9.067 acres) of the property located at approximately 1300 South 2000 East from Commercial to Residential 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF ORDINANCE 2019-14 REZONING A PORTION OF THE PROPERTY (9.067 ACRES) LOCATED AT APPROXIMATELY 1300 SOUTH 2000 EAST (TIN: 09-341-0305 AND 09-341-0306) FROM C-2 (COMMERCIAL) TO R-3-SP (RESIDENTIAL WITH A SPECIAL PURPOSE OVERLAY)

Councilmember Bush moved to approve Ordinance 2019-14 rezoning a portion of the property (9.067 Acres) located at approximately 1300 South 2000 East (TINS: 09-341-0305 and 09-341-0306) from C-2 (Commercial) to R-3-SP (Residential with a Special Purpose Overlay) 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF THE REQUEST BY THE WESTSIDE FOOD PANTRY FOR A DONATION TO ASSIST IN OFFSETTING COSTS ASSOCIATED WITH PROVIDING FOOD FOR STRUGGLING FAMILIES

Councilmember Roper asked what the impact might be for the Westside Food Pantry if Open Doors were not able to obtain food from the Utah Food Bank for a period of time as outlined in the staff report. JJ Allen, City Manager, answered he was not familiar with all of the suppliers for the Westside Food Pantry but anticipated it would be scaled back to some degree; although, Mayor Shepherd had reported to him the Gardners were still planning to continue operations.

Councilmember Bush wondered what costs had been incurred to date. Mr. Allen responded when the Gardners approached the City several months back about the donation, the dump fees were in excess of \$200 a month. He mentioned the family had been operating the pantry for years but it had grown to the point where it had been burdensome on the family so they had requested the financial assistance.

Councilmember Roper questioned if the \$2,500 donation would be made from CDBG funds. Mr. Allen noted the City anticipated receiving Community Development Block Grant (CDBG) funding for fiscal year 2020 (FY20). He explained Open Doors had applied for an allocation of those funds for the purpose of assisting the Westside Food Pantry with its excess waste costs. He pointed out the CDBG funding for the Open Doors' application would not be available until July of 2019. Mr. Allen clarified the \$2,500 donation option for consideration identified in the staff report would come from City funds and was planned to assist the Westside Food Pantry until monies could be obtained for future assistance through Open Doors and its CDBG funding allocation. There was a discussion about the options for consideration presented with the staff report and how to balance the community needs as well as responsibly use taxpayer dollars.

Councilmember Bush asked if the landfill had been contacted to determine if any dump fees would be waived. Mr. Allen answered staff had contacted the landfill and it would not waive any fees. There was consensus by the Council that the permit fees could be waived. The discussion continued regarding the donation options available.

Mr. Allen clarified staff had not contemplated any continued assistance in FY20 for the Westside Food Pantry other than what was budgeted towards CDBG funding through Open Doors. There was a discussion about the CDBG funding resource and potential impacts to both Open Doors and the Westside Food Pantry as well as the effects to the organizations without the support of the Utah Food Bank.

Mayor Pro Tem Peterson requested Brad McIlrath, the City's CDBG coordinator, expound on the CDBG application from Open Doors for \$2,500 in FY20 and the purposes for which it could be spent. Mr. McIlrath stated the Open Doors' application did not specify the money would be spent towards Westside Food Pantry even though the intended use was to help with the pantry's waste disposal fees; thus, Open Doors could use the FY20 funding for any purpose related to local food services, as stated in its application. Mayor Pro Tem Peterson thanked him for the clarification.

Councilmember Bush moved to approve the waiver of building permit fees in the amount of \$353.76 and a donation of \$2,500 to cover fuel and landfill costs already incurred and authorize the Mayor's signature to any necessary documents. Councilmember Roper questioned if there were enough funds in the FY19 budget to offset the expense. Mr. Allen stated the funds were available to cover the \$2,500 expenditure from the City Council's donation budget; however, the Westside Food Pantry would need to supply the necessary documentation to be set up as a vendor before a check could be issued. Mayor Pro Tem Peterson indicated whenever the City donated funds it was a fair threshold to request documentation and assurances that the funds were used in the designed way. **Councilmember Roper seconded the motion. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Roper and Thompson. Voting NO – None.** Councilmember Phipps was not present for the vote.

APPROVAL OF RESOLUTION 2019R-13 AUTHORIZING THE INTERLOCAL AGREEMENT WITH LAYTON CITY TO PROVIDE A SANITARY SEWER CONNECTION TO THE RC WILLEY STORE LOCATED AT APPROXIMATELY 2205 NORTH 1400 WEST

Kamilla Schultz, Staff Engineer, stated the Interlocal Agreement with Layton City had been reviewed with the Council during work session on April 30, 2019. She pointed out the agreement set forth the terms so a connection could be made into the City's sanitary sewer system at 1450 Legend Hills Drive for the RC Willey store in Layton. She noted staff had been working cooperatively with Layton City in an effort to provide the necessary utilities to support the development in the area for both cities. Ms. Schultz stated staff recommended approval of Resolution 2019R-13 authorizing the Interlocal Agreement with Layton City.

Councilmember Roper moved to approve Resolution 2019R-13 authorizing the Interlocal Agreement with Layton City to provide sanitary sewer service to RC Willey Home Furnishings located at approximately 2205 North 1400 West in Layton City; 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF RESOLUTION 2019R-11 APPROVING THE FEDERAL AID AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) REGARDING THE EXTENSION OF 500 WEST STREET; 2000 SOUTH TO D STREET IN THE FREEPORT CENTER PIN 14843

Kamilla Schultz, Staff Engineer, stated the Federal Aid Agreement was with the Utah Department of Transportation (UDOT) for the 500 West Roadway Extension project. She noted Clearfield City as the lead agency, in conjunction with Syracuse City, applied and was awarded funding through the Wasatch Front Regional Council, Surface Transportation Funding for the construction of 500 West Street from approximately 2000 South to D Street in the Freeport Center. She pointed out the traffic light on Antelope Drive would be relocated from 300 West to 500 West. Ms. Schultz explained the project was being financed in part by federal aid highway funds which required UDOT to oversee the federal aid project. She commented the agreement

described the respective roles and requirements for both UDOT and the City to ensure compliance with the federal requirements to allow receipt of federal funding for the project.

Councilmember Bush moved to approve Resolution 2019R-11 approving the Federal Aid Agreement with the Utah Department of Transportation (UDOT) regarding the extension of 500 West Street; 2000 South to D Street in the Freeport Center, 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF RESOLUTION 2019R-12 REORGANIZING THE NORTH DAVIS FIRE DISTRICT AS A LOCAL DISTRICT SERVICE AREA

John Taylor, North Davis Fire District (NDFD) Deputy Chief, stated in 2004 when the NDFD was created it was organized as a special service district with the City acting as the governing body. He mentioned on December 20, 2018, the Administrative Control Board for the North Davis Fire District (NDFD) passed a resolution petitioning the City to consider taking all the necessary measures to reorganize it from a special service district to a local district service area to allow its administrative body to govern the entity. He explained all the necessary steps had been taken in preparation for the change in organization and asked if there were any questions about the reorganization or its process.

Councilmember Roper commented the reorganization would prepare the NDFD to grow and allow all cities associated with the District to work more fluidly together. Deputy Chief Taylor indicated the Council had been supportive of the District since its inception and expressed his appreciation.

Councilmember Roper moved to approve Resolution 2019R-12 reorganizing the North Davis Fire District as a Local District Service Area, 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF THE AWARD OF BID FOR THE 2019 ROADWAY SURFACE TREATMENT PROJECT

Mark Baird, Public Works Deputy Director, stated the City solicited bids for the 2019 Roadway Surface Treatment Project. He reviewed the scope of work for the City's streets and parking lots. He indicated there were two bids received and the lowest responsible bidder was Morgan Industries with a bid amount of \$698,961.50. He added staff was recommending contingency and engineering costs of \$74,038.50 for a total project cost of \$773,000. Mr. Baird commented staff was recommending the bid be awarded to Morgan Industries.

Councilmember Bush asked if the slurry seal would be done immediately following the crack sealing or if a waiting period was required. Mr. Baird responded it did not need to be done

immediately following the crack sealing; however, the slurry seal would need to be applied during optimal temperatures for the best results.

Councilmember Bush asked if the streets planned for the work could be shared with the public so the residents would know where improvements would be made. Mr. Baird responded that could be done.

Councilmember Thompson moved to approve the award of bid for the 2019 Roadway Surface Treatment Project to Morgan Industries for the amount of \$698,961.50; approve funding for the project bid amount with contingency and engineering costs of \$74,038.50 for a total project cost of \$773,000; 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, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

APPROVAL OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2020 AND SET A PUBLIC HEARING FOR JUNE 11, 2019 TO RECEIVE PUBLIC INPUT ON THE BUDGET

Rich Knapp, Finance Manager, stated the budget process for fiscal year 2020 (FY20) began in January and the Council had been discussed it in several work sessions. He pointed out State law required a tentative budget to be adopted but acknowledged it could change until its final adoption on June 11, 2019. He highlighted the following major changes in the FY20 budget since the Council's last review during work session:

- Increased Sales Tax Projection - \$250,000
- Increased Energy Tax Projection - \$250,000
- 18 percent increase for health insurance premiums was built into the tentative budget but staff was continuing to work on reducing that amount.

Mr. Knapp stated the following positions were added to the budget in FY20 to improve the City's services:

- Full-time Victim Housing Advocate - grant funded
- Full-time Community Resource Officer – half grant funded
- Part-time Planning Technician
- Part-time Digital Media Specialist
- Temporary position to revamp the City's website

He reviewed the major projects included with the FY20 budget:

- Street surface treatment of \$400,000
- Street Reconstruction projects - \$915,000
- Cemetery Expansion Phase 1 - \$250,000
- Steed Park refurbishment and addition of pickleball courts - \$350,000 (PARAT Tax funded)
- Renovation for several parks' restrooms and pavilions
- Improved irrigation and irrigation control
- Water, Sewer, Storm and Garbage capital project - \$8,000,000

He asked if the Council would like him to review anything in more detail for the public before moving on. Mr. Knapp reviewed graphs which showed the percentages of overall revenues

primarily coming from taxes and charges for services and utilities, as well as the bulk of expenditures going towards utilities and utilities capital improvements.

He highlighted the revenues and expenditures, as well as capital expenditures, and what the change in available cash would be for FY20. He pointed out the City planned to spend down \$2,339,204 of its General Fund reserves on purpose to complete capital projects. Mr. Knapp mentioned all Enterprise/Utility Funds were also planned to spend down funds in order to complete projects in FY20. He stated the tentative budget was prepared to be responsible and fiscally sustainable. He reiterated if there were things that needed to be addressed the Council would be able to work on those until the final budget was planned for its consideration.

Mayor Pro Tem Peterson commented budget preparation had been a lengthy process. She pointed out the City had planned to spend a lot of money on one-time capital projects but the City was in good shape with a balanced budget. She thanked staff for all of its efforts in preparing the FY20 budget. Councilmember Bush expressed his appreciation to staff for budget preparation as well.

Councilmember Bush moved to adopt the tentative budget for fiscal year 2020 and set a public hearing on the budget for June 11, 2019 at 7:00 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Roper and Thompson. Voting NO – None. Councilmember Phipps was not present for the vote.

FINANCIAL UPDATE ON THE 2019 FISCAL YEAR BUDGET

Rich Knapp, Finance Manager, reviewed the fiscal year 2019 (FY19) budget from July 2018 through March 2019 and the City's financial outlook. He highlighted the revenues, expenses, and net changes in the balance through March for years 2017, 2018, and 2019. He reported the FY19 budget was planned to reduce the reserve funds \$2.3 million but anticipated it might only be reduced by about \$1.7 million leaving the City about \$990,000 over the 25 percent allowed by the State for its reserves.

Mr. Knapp reviewed the General Fund revenues which were tracking at just about 75 percent of the budgeted amount for the year. He highlighted revenues for the General Fund and pointed out the changes from the prior year in several areas including taxes; licenses and permits; intergovernmental and charges for services; fines and forfeitures, miscellaneous and other sources:

- Property taxes were \$291,110 or 4 percent higher.
- Sales tax actuals were 3.8 percent higher.
- Clearfield City point of sale revenues were 3.9 percent less.
- Energy Use Tax revenue was \$270,000 or 14 percent higher.
- Telecom Tax continues to sink and the City would likely end up \$40,000 below budget.
- Building permits were \$111,000 higher
- Landlord registration was lower than prior years and would be reviewed.
- Class C roads were \$41,000 or 6.7 percent higher.
- Zoning fees and plan check fees were \$47,000 higher.

- Aquatic Revenue \$85,000 or 9 percent lower than last year due to the extended close in September if compared to two years ago it was \$110,000 lower for the same time period.
- Recreation revenue was \$5,000 or two percent higher.
- Fine/forfeitures were \$35,000 lower.
- Interest earnings were higher.

Mr. Knapp mentioned the expenditures for FY19 to date were below the budgeted amount and everything was as expected. He reviewed the revenues, expenditures and historical data for the CDRA, Water, Sewer, Storm and Garbage funds, indicating each was tracking as anticipated.

He highlighted the US and Utah economy trends as well as the City's quarterly point of sales historical data for FY15 through FY19. He pointed out the US was currently in its longest period of time out of a recession; consequently, there could be an adjustment any time and the City had a plan and was prepared. He mentioned consumer confidence was up across the US but it was down in Utah. Mr. Knapp commented Utah was the second highest in the nation for employment growth. He continued Utah inflation was outpacing national averages according to the Zion's Bank Wasatch Front Consumer Price Index (CPI). He said there was not a good explanation for the dip in the City's point of sales tax revenue, but it was much higher than prior quarters. Mr. Knapp stated the economy was doing well, the budget was where it was expected, and overall things were good.

Councilmember Thompson asked for an opinion on why Utah's CPI was at 4.3 percent and wondered if it was due to the amount of manufacturing and possibly higher tariffs. Mr. Knapp responded the employment growth rate, population increases, and housing market were all factors in the inflation rates and did not think tariffs were factored into that projection.

COMMUNICATION ITEMS

Mayor Pro Tem Peterson

1. Recognized last week was National Municipal Clerks Week. She extended appreciation to Nancy Dean, City Recorder; Wendy Page, Deputy Recorder; and Misty Rogers, North Davis Fire District.
2. Extended appreciation to the City's police force for all its services and recognized National Police Week.

Councilmember Bush

1. Attended the Utah League of Cities and Towns Conference in St. George April 24 to 26, 2019.
2. Thanked staff for its efforts with Take Pride in Clearfield day. He reported he had participated with the Kiwanis Club at Kiwanis Park laying sod and refurbishing the horse shoe pits on April 27, 2019.
3. Commended staff for its efforts with Everyone Matters Day on May 29, 2019, and the police outreach event on May 2, 2019. He expressed his opinion there was good participation at both events.
4. Attended the Davis Community Learning Center's 10 year celebration party on Friday, May 10, 2019 at Wasatch Elementary.
5. Reported the North Davis Kiwanis Club's golf tournament would be held in September and additional details would be forthcoming.

Councilmember Roper – nothing to report.

Councilmember Thompson

1. Attended the Utah League of Cities and Towns Conference in St. George April 24 to 26, 2019. He reported learning more about emergency preparedness and tax reform.
2. Encouraged residents to work towards emergency preparedness.
3. Promoted Taste of Louisiana a small business in the City.
4. Thanked officers for professionalism and service to the City and recognized it was National Police Week.

STAFF REPORTS

JJ Allen, City Manager

1. Wished a happy Police Week to law enforcement officers and recognized the dispatchers and public works staff also recently had recognition weeks.
2. Reported the Parks and Recreation Commission would be studying the amenities in the parks and creating a set of standards that would come to the Council for its review in the near future. He acknowledged some members of the Council were concerned with having concrete picnic tables so those would be evaluated with the study.
3. Sent out the monthly report earlier in the day and directed the Council to let him know if there were any questions.
4. Agreed with prior comments that all of “Celebrate Clearfield Week” events were well done and expressed appreciation to all involved.
5. Reported the Davis County Commission started a breakfast meeting with the commissioners, mayors, and city managers which he recently attended and planned to continue participating in the future.

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

- Hamblin Park dedication was planned for 5:00 p.m. on May 21, 2019
- Work Session on May 21, 2019
- Work and Policy Session on May 28, 2019
- No meeting scheduled yet for June 4, 2019

Ms. Dean reported the candidate declaration period would be June 3 to 7, 2019 for the municipal election. She reported there were three seats open and encouraged anyone interested in running for City Council to come see her during the declaration period.

Trevor Cahoon, Communications Coordinator – updated the Council about the large scale freeze tag event that had been discussed previously in conjunction with the City’s Fourth of July celebration. He explained after contacting Guinness and reviewing the requirements, staff determined it would have been difficult to provide the required number of unbiased judges and fit it into the other scheduled events on the Fourth of July as desired. He reported the theme for the City’s Fourth of July would be “Make Your Mark.” He stated staff tweaked the idea a bit and decided to celebrate the City’s residents and set City records instead of a world record. Mr. Cahoon continued the first event was planned for May 15, 2019 and would be held at Fisher Park on the basketball courts. He added Jen Wiggins and McKinley Page, marketing interns, would be promoting various events for “Clearfield Records” to encourage record setting activities in the City and those winners would be recognized in the City’s “book of records” as well as by the Mayor and Council at the Fourth of July celebration.

There being no further business to come before the Council, **Councilmember Roper moved to adjourn as the City Council and reconvene as the CDRA in work session at 8:29 p.m.,**

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

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 28th day of May, 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, May 14, 2019.

/s/Nancy R. Dean, City Recorder