

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
November 12, 2019

City Building
55 South State Street
Clearfield City, Utah

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
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Manager
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Kathryn Murray, Chris Uccardi, Bob Bercher, Linda Crismer, Jim Crismer, Webelos Pack 723 of Layton

Mayor Shepherd called the meeting to order at 7:04 p.m.

Mayor Shepherd informed the audience that if they would like to comment during the Open Comment Period there were forms to fill out by the door.

Mayor Shepherd welcomed the Webelos Scouts from Pack 723 in Layton to the meeting.

Councilmember Phipps led and invited Bob Bercher to participate in the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE OCTOBER 15, 2019 WORK SESSION;
OCTOBER 22, 2019 POLICY SESSION; AND THE OCTOBER 29, 2019 SPECIAL SESSION

Councilmember Thompson requested there be some updates to the October 8, 2019 work session draft minutes to include his comments related to domestic violence. Nancy Dean, City Recorder, requested the minutes from October 8, 2019 work session be removed from consideration until it could be reviewed.

Councilmember Peterson moved to approve the minutes from the October 15, 2019 work session; October 22, 2019 policy session; and the October 29, 2019 special session; as written, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.

OPEN COMMENT PERIOD

Bob Bercher, resident, introduced two hero war veterans and friends Jim and Linda Crismer. He explained US born dogs went to Kuwait and the contract dogs were put down or left behind at the end of the war. He explained Jim and Linda had adopted war dogs, Mazzie and Geli, who were in attendance to let Mayor Shepherd and Council know about their efforts to build a war dog memorial statue at the Layton Commons Park, near the Vietnam Veterans Memorial Wall.

Linda Crismer and Jim Crismer, Layton, represented the Vietnam Veterans Chapter 1079. Ms. Crismer mentioned over 4,000 dogs were left behind in Vietnam at the end of the war. She highlighted efforts underway to develop a War Dog Memorial at the Vietnam Veterans Memorial Wall in Layton City. She explained to Mayor Shepherd and Council the fundraising efforts underway and requested the City consider donating to the cause. She distributed information about the costs and photos of Mazzie, the dog, the sculptor would be using as a model.

Mayor Shepherd asked if Layton City would be contributing. Ms. Crismer responded Layton City donated the property. Mr. Crismer reported they met with the Davis County Commissioners seeking funding and would be applying for some RAMP grant funding from Layton City but if those funds were awarded it would not be until after July 2020.

APPROVAL OF AN ADDENDUM TO THE DEVELOPMENT AGREEMENT WITH HAMBLIN INVESTMENTS FOR THE AUTUMN RIDGE SUBDIVISION LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TINS: 12-019-0103 AND 12-019-0117)

Spencer Brimley, Community Development Director, stated the Autumn Ridge Subdivision was located in the area of 200 North and 1000 West and included a total of five phases that had been completed or are planned to be completed in the near future. He mentioned staff reviewed the current development agreement and felt an addendum would accomplish the necessary results rather than establishing a new one for the final phase. He pointed out each phase was located in the R-1-Open zone, which required a development agreement to outline the density and open space required by the zone. He highlighted key factors included in the development agreement. He noted staff recommended approval.

Mr. Brimley explained the original development agreement was executed September 9, 2003, and was written to include all the phases of the development. The applicant proposed an addendum for the fifth and final phase of the development to address terms and conditions specific to that phase.

Councilmember Roper moved to approve the Addendum to the Development Agreement with Hamblin Investments for the Autumn Ridge Subdivision located at approximately 875 West 200 North (TINs: 12-019-0103 and 12-019-0117) 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, Roper, and Thompson. Voting NO – None.

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE CITY PLAZA SUBDIVISION LOCATED AT APPROXIMATELY 452 AND 530 SOUTH STATE STREET (TINS: 12-003-0174, 12-003-0194, AND 12-003-0196)

Spencer Brimley, Community Development Director, stated the applicant proposed to construct a 106-unit multi-family residential development in two buildings, at approximately 452 and 530 South State Street. He pointed out that the buildings could not be constructed across existing parcel lines, which required the developer to consolidate any and all parcels into a single parcel prior to development. He commented the project was located in the T-R (Town Residential) zone within the Form Based Code (FBC) area. Mr. Brimley noted the two new buildings would have an overall height of four stories with parking located to the rear to allow each building to address the street frontages required by the FBC. He noted the Planning Commission had reviewed the application and recommended its approval.

Councilmember Thompson moved to approve the Final Subdivision Plat for the City Plaza Subdivision located at approximately 452 and 530 South State Street (TINs: 12-003-0174, 12-003-0194, And 12-003-0196) 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, Roper, and Thompson. Voting NO – None.

APPROVAL OF RESOLUTION 2019R-21 ANNOUNCING THE INTENT BY CLEARFIELD CITY TO ADJUST A COMMON MUNICIPAL BOUNDARY WITH SYRACUSE CITY

Spencer Brimley, Community Development Director, stated Syracuse owned certain property in Clearfield adjacent to the location of the Syracuse City Cemetery. He pointed out Syracuse had a desire to expand its cemetery onto a portion of the property. He reminded the Council of the work session held in January 2018, where Syracuse City Council came to discuss the cemetery expansion. He explained Clearfield and Syracuse cities’ staff had been working collaboratively toward a mutually beneficial solution that would allow Syracuse to expand its cemetery and provide a way for that expansion to be located in the City of Syracuse. He explained the resolution would allow Syracuse City to expand its cemetery into approximately eight acres, while leaving approximately twelve acres in Clearfield City boundaries for residential development.

Mr. Brimley stated State Law allowed two municipalities that share common boundaries to adjust those boundaries upon consent of the governing bodies. The proposed resolution announced the intent of the two cities to consider that process. He informed the Council that

Syracuse City would be running the same process of consideration for the boundary adjustment concurrent with Clearfield's process.

Councilmember Phipps wondered about the curved boundary line. JJ Allen, City Manager, reviewed and discussed the rationale behind the proposed boundary lines.

Councilmember Thompson asked how the taxes for the land Syracuse owned would be handled. Mayor Shepherd said Syracuse City intended to sell the land to a developer for the development of single family residential on the 12 acres which would still be located in Clearfield City therefore the taxes would come to Clearfield City.

Councilmember Bush moved to approve Resolution 2019R-21 announcing the intent by Clearfield City to adjust a common municipal boundary with Syracuse City 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, Roper, and Thompson. Voting NO – None.

APPROVAL OF THE UPDATED CULINARY WATER CAPITAL FACILITIES PLAN

Adam Favero, Public Works Director, stated the Culinary Water Capital Facilities Plan was discussed in work session on August 6, 2019. He indicated the City adopted the existing Culinary Water Capital Facilities Plan in August 2012. He pointed out that the intent of the Water Capital Facilities Plan was to assist the City in planning, prioritizing, and identifying funding sources to make capital improvements to the City's culinary water system. He commented since the August 2019 work session staff had updated Clearfield's estimated population growth. With the current and projected development growth in Clearfield, staff and CEC agreed the original population estimates were not an accurate representation. He also pointed out that one other table needed updating in the plan, which would get updated and added. He stated staff would recommend the approval of the Capital Facilities Plan contingent on the updates mentioned.

Councilmember Phipps asked for clarification on which table needed updates. Mr. Favero reviewed the proposed table that needed updates with the Council. Councilmember Phipps stated the population growth projection was his only concern originally and was glad staff reviewed it.

Councilmember Peterson moved to approve the updated Culinary Water Capital Facilities Plan contingent upon updating Table 2.4 as recommended 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, Roper, and Thompson. Voting NO – None.

FINANCIAL UPDATE ON THE 2020 FISCAL YEAR BUDGET

Rich Knapp, Finance Manager, summarized the 2020 fiscal year budget to date, which highlighted the following:

- General available cash was more than anticipated during FY20 budget process.
- Energy tax tapering off – there were no big jumps like prior years.
- Building permits revenue was already 77 percent of its projected budget.
- Statewide County Transportation Tax impact looked good.
- US economy continued to moderate – Gross Domestic Product was okay and job creation was good.
- Utah economy remained one of the best in the nation.
- Clearfield point of sale tax revenue remained the same as last year.
 - Utah point of sale tax revenue was 1.8 percent higher.

Mr. Knapp reviewed the General Fund revenues and expenditures and pointed out that the City anticipated using a portion of the reserve on one time projects.

Mr. Allen reminded the Council about the fee study for the Aquatic and Fitness Center and stated it was not anticipated to hit the budget mark as planned for this fiscal year, as the fee implementation would not be in effect until approximately the fourth quarter of the fiscal year.

COMMUNICATION ITEMS

Mayor Shepherd

1. Mentioned he and Councilmember Peterson would be out of town during the coming week attending the National League of Cities – City Summit.
2. Reported the City would be meeting with local State legislators on November 13, 2019 for discussion on the Council’s priorities previously discussed in work session
3. Announced he would speak at Job Corps graduation on Thursday, November 14, 2019.
4. Planned to attend the Open Doors Board Meeting on November 13, 2019 to review gaps in food distribution.
5. Veterans American Legion somehow missed inviting the City to its Veterans Day program. He stated the standing invitation would be November 11th at 11:00 a.m. for future events.

Councilmember Bush

1. Attended the Wasatch Choice workshop in South Weber.
2. Attended a meeting with the Job Corp Director on October 31, 2019.
3. Attended the band concert and would like to continue to support the cultural events of the City.

Councilmember Peterson

1. Thanked the veterans and acknowledged Clearfield High School JROTC’s contribution to the parade, which moved to Layton to honor veterans.
2. Congratulated staff on the upkeep of the City’s amenities – Mabey Pond and Steed Pond.
3. Thanked the police department for the quick turnaround on a safety issue in the City.
4. Thanked staff for efforts during the election season.

Councilmember Phipps – Updated the Council on Wasatch Integrated and the construction of the Materials Recovery Facility, which would come online in approximately March.

Councilmember Roper

1. Congratulated Chris Uccardi for becoming the Planning Commission Chair.
2. Announced the North Davis Fire District recognition was going nationwide. He thanked them for their continued service.

3. Stated the Youth Commission was ramping up its Sub for Santa and planned to help two families.

Councilmember Thompson

1. Thanked Manuel's El Burrito for discount on round table and the great establishment that had been created in the City.
2. Visited CIRCLES last week and secured someone to speak with them.
3. Invited to represent State of Utah at the African American summit.

STAFF REPORTS

JJ Allen, City Manager

1. Appreciated recognition of veterans and offered special thanks to those veterans on staff in various departments.
2. Reported the monthly report was sent out November 12, 2019.
3. Shared appreciation to the Council for support of staff attendance at trainings for professional development.

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

- Special Session on November 19, 2019
- Policy Session on November 26, 2019
- Work Session on December 3, 2019
- Policy Session on December 10, 2019

Trevor Cahoon, Communications Manager – reviewed upcoming events:

- Staff Turkey Bowl – Friday, November 15, 2019
 - Third Thursday Soiree –Thursday November 21, 2019 – mini pie celebration
 - Tree lighting ceremony –would begin at 6:00 p.m. on November 25, 2019 – start outside and then inside for other activities
 - Community Choir – December 14, 2019
 - Community Band Concert – December 19, 2019
- Activities and events at the CAFC:
- Turkey Burn – Thanksgiving Day – come pre-burn off calories
 - Black Friday sale on memberships
 - Swim with Santa – December 14, 2019

Councilmember Roper moved to adjourn as the City Council and reconvene as the CDRA in policy session at 7:59 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 10th day of December, 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, November 12, 2019.

/s/Nancy R. Dean, City Recorder