

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK 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, Austin Baker, Spencer Baker

Mayor Shepherd called the meeting to order at 6:01 p.m.

DISCUSSION ON THE PROPOSED BOUNDARY ADJUSTMENT WITH SYRACUSE CITY  
TO ALLOW FOR THE EXPANSION OF ITS CEMETERY ON 1000 WEST

Spencer Brimley, Community Development Director, stated Clearfield City and Syracuse City met previously to discuss the desire of Syracuse City to expand its cemetery and the City's desire to have additional single-family residential development opportunities. He indicated over the past year staff members from both cities had collaborated which resulted in the proposal for consideration of a boundary adjustment.

Mayor Shepherd wondered why it was a boundary adjustment and not an annexation. Mr. Brimley responded an annexation would be a much more lengthy and complicated process, so staff felt a boundary adjustment would accomplish the same end goal. He pointed out there would be a portion of the parcel that would be adjusted into Syracuse City boundary for the cemetery expansion and the remaining portion would be left within the City's boundary for residential development.

Nancy Dean, City Recorder, explained the Lieutenant Governor's office would recognize a boundary change if all parties were in agreement.

Mr. Brimley reviewed the timeline for the proposed boundary adjustment. He stated a rezone application had already been submitted to help expedite the process for the meeting in January 2020. He pointed out that Syracuse City intended to sell the remaining acreage in the parcel located within Clearfield City's boundaries to a developer. There was a discussion about the decision to rezone that parcel from A-1 (Agricultural) to R-1-6 (Residential).

Mayor Shepherd wondered if Clearfield City would have the final say on which developer bought the land. Mr. Brimley stated that had not been discussed with Syracuse City, but it could be something that gets discussed in the future.

Councilmember Bush asked who would be completing the concept plan. Mr. Brimley said it was purely concept and Syracuse City was working on the platting and other documents.

Councilmember Bush wondered about the street by the cemetery entrance being a Clearfield City street if there would be any problems with maintenance. Mr. Brimley stated not all of the details had been discussed but felt both cities would come to a resolution on the maintenance of the street.

#### DISCUSSION ON THE DEVELOPMENT AGREEMENT WITH UTILITY TRAILER FOR PROPERTY LOCATED AT APPROXIMATELY 1050 SOUTH 1000 WEST

Spencer Brimley, Community Development Director, indicated the proposal was consistent with the criteria listed in the staff report. He stated the development agreement would adjust the percentage of landscaping down from 10 percent to 7 percent. He noted the landscaping had been tightened up and the percentage that was being lost would be ground cover and sod. He stated if Council felt there was a need to increase the tree count it could be addressed, however if the current tree counts were okay then staff would proceed with the agreement.

Mr. Brimley explained there would be a berm with a fence on top and then trees in front along 1000 West.

Councilmember Bush asked if there were concerns with the sidewalk. Mr. Brimley explained there had been two meetings held with Freeport officials and staff believed an agreeable solution had been met, which would result in Council consideration at a future date.

Councilmember Bush asked for clarification on the project. Mr. Brimley stated the project was specific to the storage of trailers.

Mr. Brimley explained the development agreement was specific to the landscaping issues. He said the proposal was consistent for the area, but did want to let the Council know about the change in landscaping percentage.

REVIEW OF “THE FIVE DYSFUNCTIONS OF A TEAM”

Summer Palmer, Assistant City Manager, reviewed “*The Five Dysfunctions Of A Team*” as discussed previously with the Council throughout the year. She indicated the focus of the current discussion would be to have a better understanding of the final dysfunctions discussed in the book.

Councilmember Bush asked what book would be the focus for next year. Ms. Palmer responded the selected book would be related to the Core Value of focus for next year, but that focus had not yet been determined.

Ms. Palmer recapped prior discussions on the dysfunctions and symptoms presented in the book.

Ms. Palmer led a discussion on creating a culture of accountability. She shared an exercise that was designed to help assess accountability of a team and the individuals of the team. She pointed out participation in the exercise would be valuable and feedback would help individuals have a better understanding of their strengths and weaknesses. Mr. Allen recommended it would be good for staff to receive feedback on its strengths and weaknesses from the Council as well.

Mr. Palmer noted avoidance of accountability led to inattention to details. There was a discussion about the difficulty of focusing on collective results or goals and how to keep a team focused on the goals and results.

Ms. Palmer distributed a wrap up exercise and requested Mayor Shepherd and the Council review the list and circle three behaviors they felt would be critical in taking the City team to the next level. She stated the goal would be to meet again for a quick discussion and select three things the Council could commit to focusing on to enhance the team.

**Councilmember Bush moved to adjourn the work session and reconvene in policy session at 7:00 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

**APPROVED AND ADOPTED  
This 10<sup>th</sup> 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