

CLEARFIELD CITY COUNCIL  
AGENDA AND SUMMARY REPORT  
November 12, 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 Proposed Boundary Adjustment with Syracuse City to  
Allow for the Expansion of its Cemetery on 1000 West

Discussion on the Development Agreement with Utility Trailer for Property  
Located at Approximately 1050 South 1000 West

Review of “The Five Dysfunctions Of A Team”

*(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:

OPENING CEREMONY:

APPROVAL OF MINUTES:

Mayor Shepherd

Councilmember Phipps

October 8, 2019 – Work Session

October 15, 2019 – Work Session

October 22, 2019 – Policy Session

October 29, 2019 – Special Session

**SCHEDULED ITEMS:**

1. **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.

2. CONSIDER 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)

BACKGROUND: The Autumn Ridge Subdivision is located in the area of 200 North and 1000 West and includes a total of five (5) phases that have been completed or are planned to be completed in the near future. Each phase is located in the R-1-Open zone, which requires a development agreement to outline the density and open space required by the zone. The original development agreement was executed September 9, 2003, and was written to include all the phases of the development. As the fifth and final phase of the development, the applicant is proposing an addendum to the original development agreement to address the terms and conditions specific to phase five.

RECOMMENDATION: 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.

3. CONSIDER 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)

BACKGROUND: The applicant is proposing to construct a 106-unit multi-family residential development in two buildings, at the subject properties. Buildings cannot be constructed across existing parcel lines, which requires the developer to consolidate any and all parcels into a single parcel prior to development. The project is located off State Street and 550 South in the T-R (Town Residential) zone within the Form Based Code (FBC) area. The two new buildings will have an overall height of four (4) stories with parking located to the rear to allow each building to address the street frontages required by the FBC.

RECOMMENDATION: 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.

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

BACKGROUND: Syracuse owns certain property in Clearfield adjacent to the location of its City Cemetery and has a desire to expand its cemetery onto a portion of that property. In January 2018, the Clearfield City Council and Syracuse City Council met in work session and the cemetery expansion was one of the topics. The staff of both cities have been working toward a mutually beneficial solution that would allow Syracuse to expand its cemetery and providing a way for that expansion to be located in the City of Syracuse. State Law allows two municipalities that share common boundaries to adjust those boundaries upon consent of the governing bodies.

This resolution announces the intent of the two cities to consider that process. Syracuse City will be running the same process for consideration of the boundary adjustment concurrent with Clearfield's process.

RECOMMENDATION: 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.

5. CONSIDER APPROVAL OF THE UPDATED CULINARY WATER CAPITAL FACILITIES PLAN

BACKGROUND: The existing Culinary Water Capital Facilities Plan was adopted by the City in August 2012. The intent of the Water Capital Facilities Plan is to assist the City in planning, prioritizing and identifying funding sources to make capital improvements to the City's culinary water system. The Water Capital Facilities Plan is a City wide report identifying construction and/or replacement/upgrade of any inadequate water facilities. It works in conjunction with other plans to insure proper and efficient planning of the City's infrastructure and provides cost estimates; a general construction time table schedule; and possible funding sources for the implementation, upgrade, and replacement of the identified culinary water capital improvements.

RECOMMENDATION: Approve the updated Culinary Water Capital Facilities Plan and authorize the Mayor's signature to any necessary documents.

6. FINANCIAL UPDATE ON THE 2020 FISCAL YEAR BUDGET

**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 OCTOBER 22, 2019 POLICY SESSION AND THE OCTOBER 29, 2019 SPECIAL SESSION

**SCHEDULED ITEM:**

2. CONSIDER APPROVAL OF RESOLUTION 2019R-06 AUTHORIZING THE CLEARFIELD STATION APARTMENTS TAX INCREMENT FINANCING (TIF) PARTICIPATION AGREEMENT WITH CLEARFIELD STATION APARTMENTS, LLC LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET

BACKGROUND: The Clearfield Station Community Development Area (CDA) was created for the primary purpose of capturing tax increment revenue to help pay for the cost of public infrastructure connected with the development of the UTA property located at approximately 1250 South State Street. This Participation Agreement sets forth the provisions under which the

CDRA would reimburse the developer of the Clearfield Station Apartments (Clearfield Station, LLC) for those costs.

RECOMMENDATION: Approve the Clearfield Station Apartments Tax Increment Financing (TIF) Participation Agreement and authorize the Chair's signature to any necessary documents.

Dated this 7<sup>th</sup> day of November, 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.