

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
February 22, 2011

PRESIDING:	Don Wood	Mayor
PRESENT:	Marilyn Fryer Kathryn Murray Mark Shepherd Bruce Young	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Doyle Sprague	Councilmember
STAFF PRESENT:	Chris Hillman Brian Brower Adam Lenhard Scott Hodge Greg Krusi Bob Wylie Nancy Dean Kim Read	City Manager City Attorney Community Development Director Public Works Director Police Chief Administrative Services Director City Recorder Deputy City Recorder
EXCUSED:	Tracy Heun	Community Services Director

VISITORS: Clint Thacker – Davis County Animal Control

Mayor Wood called the meeting to order at 6:07 p.m.

DISCUSSION ON DAVIS COUNTY ANIMAL CONTROL CONTRACT

Greg Krusi, Police Chief, requested Clint Thacker, Davis County Animal Control (DCAC), explain the cost increase associated with the Animal Control contract and respond to any questions of the City Council. Mr. Thacker explained a minimum amount of funds were required to operate DCAC and reviewed the formula used to calculate the increase. He summarized the cost per call across the board had increased from \$29.54 to \$32.27. He pointed out calculating the cost based on a two year average was beneficial to the participating cities.

Councilmember Murray inquired what the minimum amount or fixed costs included. Mr. Thacker responded staff, vehicles, supplies, building maintenance, etc. and it also included a one percent increase for inflation. He pointed the DCAC was not a self-sufficient program and was subsidized by general tax dollars.

Chief Krusi asked what would need to happen in order for the City to see a decrease in costs. Mayor Wood believed calls would need to decrease across the board by all participating municipalities in order for the fixed costs to decrease.

Mr. Thacker extended an invitation to the Council to visit and tour the Animal Shelter facility.

#### DISCUSSION ON DIGIS TOWER LEASE

Brian Brower, City Attorney, distributed a draft lease agreement specific to the tower lease and stated he had made some modifications since the Council packets had been distributed.

He emphasized the City owned a microwave antenna tower in Freeport Center but not the property on which it stands. He explained the changes reflected in the draft lease agreement specifically reflect that fact. He continued the original lease agreement reflected "exhibit A" and a legal description of the property; therefore, because that was not applicable that portion had been eliminated from the entire agreement and clarified in Section I.

Bob Wylie, Administrative Services Director, expressed his opinion the length of the term was manageable. Mr. Brower clarified the length of the contract and the termination clause requiring six months notice. He also reviewed further access limitations with the Council.

Chris Hillman, City Manager, arrived at 6:20 p.m.

#### DISCUSSION ON POTENTIAL PROJECTS FOR CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) FUNDS

Adam Lenhard, Community Development Director, distributed two handouts and informed the Council since the inception of the Down Payment Assistance Program in 2006, six homes had been sold before their seven years expired and reported a portion of the CDBG funds would be coming back to the City. He reported those funds totaled approximately \$22,850 and would need to be re-programmed by the City Council.

He suggested the Council determine how it would like to spend the \$22,850. He referred to the handout and reviewed two options for the Council to consider, Option 1, allow the funds to be used for future Down Payment Assistance or Option 2, re-program the funds for other things which qualify in the city. Councilmember Shepherd suggested if the funds were used for Down Payment Assistance, target areas should be specified as opposed to any area in the City.

Councilmember Murray inquired how the funds came back to the City. Mr. Lenhard responded the City was in second position on the loan and when the home was sold the City was reimbursed a prorated share of the proceeds. He pointed out there were three homeowners who defaulted on the loans and indicated the same process would take place. He stated the default rate was less than four percent.

Mr. Lenhard stated another issue which needed to be addressed would be to consider the One-Year Action Plan that begins in July 2011 for the next budget year. He suggested identifying in

that Plan any funds which were returned to the City during that fiscal year automatically be programmed in the Down Payment Assistance Program. He expressed his opinion other homeowners would sell and other funds would be returning to the City within the next programming year.

Mayor Wood suggested decreasing the maximum amount of funds which could be distributed to an applicant in the Down Payment Assistance Program to \$3,000. A discussion took place regarding re-programming of Down Payment Assistance funds.

The Council directed staff to re-program the funds with a three to one match up to \$3,000 on a home selling under \$150,000 and designate any funds returned to the City in the future would go into a revolving loan fund, which was option 2 on the distributed handout, for future re-programming.

The meeting adjourned at 6:37 p.m.

**APPROVED AND ADOPTED**  
**This 22<sup>nd</sup> day of March, 2011**

**/s/Doyle Sprague, Mayor Pro Tem**

**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, February 22, 2011.

/s/Nancy R. Dean, City Recorder