

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
June 5, 2012

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush Mike LeBaron Kathryn Murray Bruce Young	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Mark Shepherd	Councilmember
STAFF PRESENT:	Adam Lenhard Brian Brower Scott Hodge Valerie Claussen Eric Howes Greg Krusi Bob Wylie Nancy Dean Kim Read	City Manager City Attorney Public Works Director Development Services Manager Community Services Director Police Chief Administrative Services Director City Recorder Deputy City Recorder
EXCUSED:	JJ Allen	Assistant City Manager

VISITORS: Alex Arave, Bailee Arave, Kaitlin Kwiatkowski

Mayor Wood called the meeting to order at 6:10 p.m.

YOUTH CITY COUNCIL INTERVIEWS

The Council interviewed the following candidates for consideration to serve on the Youth City Council: Alex McMillan, Andrew Allred, Bailee Arave, Alex Arave, Kaitlin Kwiatkowski and Kyia Hill.

The Council took a break at 7:12 p.m.

The meeting reconvened at 7:21 p.m.

DISCUSSION ON THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
INFRASTRUCTURE PROJECT

Valerie Claussen, Development Services Manager, distributed a handout reflecting the Locust Street project which was identified to be funded by CDBG funds. Councilmember Murray inquired if the project would be entirely funded by CDBG funds. Scott Hodge, Public Works Director, clarified \$160,000 would come from CDBG grant funds. Mayor Wood requested clarification if the project would be a total reconstruct including water, sewer and storm drain in

addition to the street. Mr. Hodge responded the improvements would be water, sewer, curb, gutter and sidewalk in addition to the street. He emphasized the other identified projects would be completed in the future using CDBG funds. He pointed out the identified projects on the list had also been provided to Wasatch Front Regional Council to illustrate to them how the City intended to complete future road projects and emphasized the project list was always being modified as needed. A discussion took place regarding the identified roads and projects and Mr. Hodge briefly reviewed the necessary improvements specific to each identified road project.

Mayor Wood inquired if the Council were comfortable with staff proceeding on the proposed road project. Adam Lenhard, City Manager, stated this project had been included in the tentative budget.

#### DISCUSSION ON THE TITLE 11, CHAPTER 15 - SIGN REGULATIONS

Valerie Claussen, Development Services Manager, distributed a handout and explained the issues with billboard signage and recent legislation adopted by the State. She reported the City completed an inventory of the billboards located within the City. She reviewed the identified billboards and the City's current regulations with the Council. She requested specific direction from the Council regarding digital billboards.

Mayor Wood inquired how the City's current ordinance could affect the annexation associated with Falcon Hill. Adam Lenhard, City Manager, stated unless MIDA (Military Installation Development Authority) was to adopt the City's sign ordinance they would be exempt from the City's land use regulations. Mr. Lenhard reviewed the history and previous discussions regarding the possible annexation of Falcon Hill.

Mr. Lenhard explained the challenges other cities had encountered with sign companies specific to conversion to digital billboards and reviewed those issues with the Council. He suggested the City's language in the ordinance should be specific as to what constituted maintenance of the billboard. He added the specific language suggestion had been suggested by the Utah League of Cities and Towns.

Councilmember Murray expressed her opinion the language of the City's ordinance provided in the handout was specific regarding maintenance. Brian Brower, City Attorney, believed the verbiage could be even more specific as the current language could potentially be interpreted differently by the sign companies. Mr. Lenhard added the League would be providing model language to cities which could be included in the ordinance specific to electronic billboards. A discussion took place regarding the billboards within the City.

Mr. Lenhard emphasized the proposed change of verbiage in sign ordinances was something all entities within the State were addressing. Councilmember LeBaron agreed the City should be specific in its ordinance language and shared an example to support his position. Councilmember

Murray believed the verbiage in the City's current ordinance to be sufficient. Councilmember Young believed the City should always adopt policies to ensure the City's desires.

Mr. Lenhard summarized the City would forward any model language to the Council for consideration and requested the Council's direction specific to electronic faces on billboards. Councilmember Bush believed the electronic signs were a distraction to drivers. A discussion took place regarding the most recent legislation.

Councilmember Bush inquired if other states had similar issues specific to electronic billboards. Mr. Brower stated even if other states had concerns regarding electronic billboards their issues or outcomes wouldn't necessarily have any bearing on the City. He suggested the Council determine how if felt about electronic billboards to determine if stronger language was needed. Councilmember LeBaron read from the City's ordinance and suggested modifying the language making it more specific to brightness of light. Mayor Wood pointed out the possible light issues if other colors ebbed and flowed specific to brightness with electronic signage and shared a personal example. A discussion took place regarding possible ordinance language modifications.

Mayor Wood inquired how the current language which referenced one-foot candle in brightness was determined. Ms. Claussen responded that was a typical measurement used in those kinds of ordinances. Mayor Wood requested Mr. Brower make a recommendation for the Council to consider.

Mr. Brower responded if it were the Council's desire to prevent billboards from changing to digital or electronic, the ordinance language needed to be strengthened. Ms. Claussen informed the Council sign companies were watching to see how cities would be responding to the recent legislation. Councilmember Murray suggested further research should be completed to better understand the brightness factor prior to amending the ordinance. Mr. Lenhard indicated staff would do that and report findings to the Council.

Mayor Wood stated he was not opposed to change because most industries evolve over time; however, he believed the City should be able to regulate the impact to its residents. Councilmember Young pointed out that along with evolution of the industry, the frequency of changing the advertisement itself should be considered. He stated he was in favor of the conversion as long as it didn't interfere or become a nuisance with residential areas. Councilmember Bush agreed to allow conversions and stated signs near residential areas should be turned down to eliminate the amount of light. Councilmember LeBaron believed the sign companies should be allowed to complete the conversions as long as the City could address the amount of light affecting residential properties with ordinance language. Councilmember Murray desired more information be provided before making any recommendation but agreed the City needed to protect the impact to the residents.

Councilmember LeBaron expressed his opinion businesses should be allowed to use their resources to advertise without interference from the City. He expressed specific concern regarding roof signage and asked why the City determined it should not be allowed.

Councilmember Bush pointed out there were specific buildings with different architectural features which prohibited the using of a wall sign advertising the establishment. He also expressed concern regarding the prohibition of pole signs within the City. He shared examples of establishments within the City which could benefit from the use of a pole sign.

Mayor Wood believed some of the issues pointed out by Councilmember Bush were because of poor decisions specific to the location of the business. Councilmember Bush suggested allowing certain signs with a Conditional Use Permit. Mayor Wood believed there were other situations in which other sign options could be available. Ms. Claussen expressed concern regarding the difficulty in drafting ordinance language allowing certain exceptions.

Mayor Wood suggested the formation of a committee consisting of staff, councilmembers and members from the Planning Commission to address proposed changes to the sign ordinance. Mayor Wood expressed his opinion whatever signage was allowed needed to compliment the City in addition to the business and that it also needed to be well maintained and not distracting. Mr. Brower expressed concern with controlling signage with the use of a Conditional Use Permit because the Council would have to allow the signage under certain conditions and those conditions would need to be closely tied to the improvement of potential negative impact and identifiable standards. Councilmember Bush expressed confidence Ms. Claussen and the Planning Commission could come up with acceptable conditions. Mayor Wood pointed out the City's sign ordinance was not the most restrictive when compared to neighboring cities. He suggested the committee assemble and share a presentation at a joint meeting with the Planning Commission.

#### DISCUSSION ON LEGEND HILLS CAPITAL PROJECTS

Mayor Wood reminded the Council of the proposed projects which had been identified in the tentative budget. He reported a meeting had been held with the developers in the Legend Hills area and some suggestions had been made.

Adam Lenhard, City Manager, reported the City Engineer completed the traffic study and submitted the results after approval of the tentative budget. He indicated the budget identified the installation of 10-inch water line and the replacement of the 16-inch water line to an 18-inch line. He suggested eliminating the replacement of the 16-inch water line and appropriating those funds toward road improvements at this time. He stated Layton City had been receptive to the proposed improvements; however, they were not interested in any joint effort. He believed the road improvements were a more immediate need and would be more beneficial to marketing development in the Legend Hills area.

Mr. Lenhard reported the water line improvement project was creating the avenue for repayment a previous RDA loan to the enterprise fund. He indicated this would delay the repayment until a future date.

Mr. Lenhard referred to the memo written by JJ Allen, Assistant City Manager, and informed the Council the offsite storm drain project from State Street to 1000 East would be necessary for future development in Legend Hills. He suggested appropriating funds in the 2013 budget for completion of the project and indicated it could also serve as repayment of the loan to the enterprise fund.

The Council was in agreement with staff's recommendations.

#### UPDATE ON WATER CAPITAL FACILITIES PROJECTS

Scott Hodge, Public Works Director, explained the City assembled a water capital facilities plan which identified 34 projects. He reported the City installed five new pressure reducing valves. He reported the new capital facilities plan was specific to culinary water and indicated the plan would be replacing the previous culinary water and sanitary sewer systems which would separate the sewer plan from the culinary water plan. He stated the new plan was updated and included other information from the Census. He reported the plans would be updated approximately every five years or as needed on a more regular basis. He stated he had two draft copies for review, as they were voluminous in nature, and indicated he would be receiving an electronic copy. He indicated the plan would be coming before the Council for formal adoption.

Mayor Wood suggested the road improvement plan be discussed during a future work session.

Mr. Hodge pointed out the CDBG projects had been included in the new plan. He emphasized the City had been moving forward in accomplishing many of the previously identified projects. He pointed out some of the projects had been eliminated because small improvements had corrected the problem.

#### DISCUSSION ON THE PARKS IMPACT FEE CAPITAL FACILITIES PLAN

Eric Howes, Community Services Director, distributed a handout reflecting the ratings for the RFP (Request for Proposals) for the Park Capital Improvement Plan/Impact Fee Plan. He stated the City was required by the State to have a plan in place and explained its importance for future planning. He directed the Council to the criteria by which the different firms were rated and reviewed them with the Council.

Mr. Howes announced it was the committee's recommendation for the study to be completed by Lewis Young Robertson & Burningham (LYRB). He pointed out the significant component associated with LYRB's proposal was the use of a GIS system. He continued a GIS specialist would be assigned to that task of the plan. He indicated consideration of approval would come before the Council during the June 12, 2012 City Council meeting. Mr. Howes reported Curtis Dickson, Recreation Supervisor, had been instrumental with the specific RFP process and rating criteria.

Adam Lenhard, City Manager, requested clarification specific to scoring the proposals. Mr. Howes explained how the committee had been instructed to rate each category. Valerie Claussen, Development Services Manager, pointed out the RFP asked for the cost of completing three specific tasks and LYRB was the only firm that thoroughly addressed all three items. She expressed her opinion the Capital Facilities Plan was almost ignored by the other firms. Mr. Howes continued to further explain the submissions and a discussion took place regarding the proposals. Mr. Howes expressed his opinion the LYRB proposal was more thorough and in every way superior and accurate.

The Council was in agreement for staff to proceed with the selection of LYRB.

The meeting adjourned at 8:50 p.m.

**APPROVED AND ADOPTED  
This 14<sup>th</sup> day of August, 2012**

**/s/Don Wood, 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, June 5, 2012.

/s/Nancy R. Dean, City Recorder