

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
May 14, 2013

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

VISITORS: Ray Whitchurch – IBI Group, Amber Huntsman – Thackeray Company, Curtis Clayton- UTA, Mike Christensen – Thackeray Company

DISCUSSION ON THE INTERLOCAL AGREEMENT TO PARTICIPATE IN THE ONESTOP BUSINESS REGISTRATION PROGRAM

Valerie Claussen, Development Services Manager, explained the Onestop Business Registration program was offered through the State of Utah. She continued when a business applicant registered with the State online, that information would be forwarded to the City. She explained the process would allow the City to better track businesses that have registered with the State but have not yet come into the City to obtain a business license.

Councilmember Murray inquired if the program would allow businesses to complete the entire business licensing process through the State. Ms. Claussen responded all businesses had to be registered with the State in order to receive a Sales Tax Licensing Number. She emphasized businesses would still have to complete both steps; registering with the State as well as obtaining a business license through the City. She stated the only difference would be the business would be prompted by the State's website to contact the City.

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Adam Lenhard, City Manager, pointed out the businesses would also be required to register through the State to obtain an Employer Identification Number and Sales Tax Number. Ms. Claussen clarified the program allowed the State to provide the City with business registration information to better track businesses that had not yet obtained a business license. She emphasized the business would still have to obtain a City business license.

Mayor Wood asked if the City business license would be renewed if a business completed its annual renewal with the State online. Ms. Claussen responded the business license renewal with the City would still need to take place as a separate transaction. Mr. Lenhard believed the business would be prompted from the State's website to renew its City business license. Mayor Wood clarified the Onestop Business Registration was not integrated with the City's business licensing process. Mr. Lenhard responded in the affirmative.

DISCUSSION ON THE CLEARFIELD STATION DEVELOPMENT

Valerie Claussen, Development Services Manager, reported the Planning Commission heard and opened its public hearing on the rezone request for the Clearfield Station development and continued it until its next meeting scheduled for Wednesday, June 5, 2013. She emphasized no formal action was taken during the Tuesday, May 1, 2013 other than a discussion during which staff provided information on how the proposal would fit in the Mixed Use Zoning District.

She explained the request would come before the Council during its June 11, 2013 meeting for consideration of the proposed rezone of approximately 72 acres from C-2, Commercial, and M-1, Manufacturing, to MU, Mixed Use. She pointed out the MU zone had objectives designated by City Code and the Master Development Plan (MDP) also had certain components required by City Code. She briefly reviewed the eight objectives specific to the MU zone and the MDP elements and specific provisions.

Ms. Claussen pointed out a development agreement would need to be executed by the City and that it would need to satisfactorily address specific items identified during the presentation including all construction improvements to the phasing of the project in conjunction with the tax increment financing provisions. She continued it also required the establishment of the Master Utility Plan and the delineation between public and private roads. She added the density capacity of 550 residential units would also need to be solidified in the development agreement. She mentioned the landscaping buffers along State Street would also need to be installed with the first phase; however, the existing 1000 East/State Street signal would be designed and installed subject to phasing. She commented the pedestrian bridge had not been mentioned in any of the documents but findings or recommendations could be identified with the UTA Circulator Study.

Ms. Claussen reported the Community Development department received several inquiries at the counter or over the phone prior to the Planning Commission public hearing. She explained in order for the Planning Commission to make a recommendation on the rezone, its recommendation would be based on 10 separate findings as opposed to opinion. She reviewed

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some of the findings. She pointed out the Planning Commission's recommendation would be brought before the Council for consideration. She reported one discussion item pertained to accepting roads which would be designed to be more narrow than the City's current standards.

Mayor Wood inquired why the State Street road realignment would not be completed until the second phase of the Development. Ms. Claussen responded the northern portion was planned for the first phase and the intersection improvements would be completed in conjunction with the second phase. A discussion took place relative to the State Street/1000 East intersection realignment and its timing to the success of the development.

Mike Christensen, Thackeray Company, announced Ward Engineering had just been selected as the project engineer. He also explained the phasing of the road realignment would be contingent on the creation of a CDA (Community Development Area). He mentioned the development was not feasible without the CDA.

Mayor Wood expressed concern about potential traffic flow issues that would result from the additional residential traffic from the development as well as the proposed charter school. He pointed out the intersection was awkwardly configured and believed those issues should also be considered. Mr. Christensen suggested the road construction completion could be timed to coincide with the end of phase one. A discussion took place regarding who would own the streets and maintain them. Mr. Christensen suggested the streets be owned by a Homeowner's Association with the exception of the road which led to the Frontrunner platform.

A discussion took place regarding potential retail possibilities. Ms. Claussen reviewed the proposed timeline in order for the issue to be addressed by the City Council at its meeting on June 11, 2013. Mr. Christensen reviewed his desired timeline for project phasing and stated he would like to begin construction in September or October.

Mayor Wood stated he would be reluctant to change the zoning of the property until the City knew whether or not the School District and Special Districts were in agreement with the creation of the CDA. Mr. Christensen reviewed how the developers intended to complete that process.

Councilmember Bush inquired what the plans were for the detention basin. Ray Whitchurch, IBI Group, responded the project had been designed to absorb the water and then disperse it among the entire site possibly using a rainwater capture system to water the open/green space.

DISCUSSION ON A RESOLUTION REGARDING THE REFUNDING OF CITY BONDS

Bob Wylie, Administrative Services Director, reminded the Council of previous discussions regarding the possible refunding of the City's General Obligation (GO) Bonds. He stated interest rates were low enough to consider a possible refunding that had the potential to save the City money. He pointed out the City could capitalize on more savings if a refunding took place closer

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to November 2014 but if the market began to change it might be necessary to act quickly to capitalize on the value of current market conditions.

He suggested the creation of a committee might be necessary in order for the City to react in a timelier manner than the calling for a City Council meeting to start the refunding process. He reported he had worked with Brian Brower, City Attorney, in creating a resolution which would grant the committee's authority. He reviewed the points in the resolution:

- Authority to not issue more than 6.3 million dollars
- Achieve debt service savings from the GO 2005 Series
- Designated officers

Mr. Wylie emphasized the key component of the resolution would be to designate limited authority to the committee. He pointed out the dates in the resolution would need to be flexible as there was potential for changes. He explained the parameters of the Bond would be not to exceed 6.3 million dollars in funding and not to exceed nine years in length. He stated the bearing interest rate was also identified not to exceed 3.75 percent in addition to resulting in a net present savings value of at least three percent.

Brian Brower, City Attorney, believed it was critical for the Council to be comfortable with the definition of the committee. He emphasized once the bonds were refinanced the City would not have a callable option, meaning the City would not be allowed to pay them off early. A discussion took place regarding the designation of committee members. Mr. Wylie clarified the resolution designated the Mayor or Mayor Pro Tem, Finance Director or City Treasurer and two City Councilmembers as part of a committee to consider timing issues, if necessary.

The meeting adjourned at 6:58 p.m.

APPROVED AND ADOPTED
This 28th day of May, 2013

/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, May 14, 2013.

/s/Nancy R. Dean, City Recorder