

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:00 P.M. POLICY SESSION  
October 28, 2014

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Kelly Bennett	Police Sergeant
	Scott Hodge	Public Works Director
	Scott Hess	Development Services Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Stacy Millgate	Business License Official
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Amber Self, Mike Millard, Andrew Watt, Braden Watt, Jean Britton, Michael Britton, Seth Britton, Linda Ferrin, Hannah Fifield, Con & Jeri Wilcox, Kristi Bush, Cameron Winquist, Blake Hart, Brady Jugler, Megan Ward

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd informed the citizens present that if they would like to comment during Public Hearings or Citizen Comments there were forms to fill out by the door.

Councilmember Bush conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 23, 2014 WORK SESSION, THE OCTOBER 7, 2014 WORK SESSION AND THE OCTOBER 14, 2014 POLICY AND WORK SESSION

Councilmember Benson requested a clarification on the September 23, 2014 work session minutes. The minutes reflect she made comments regarding Ogden City leasing out office space from its municipal building for entrepreneurs to jump start new businesses. She asked that the minutes be amended to reflect that the office space was not part of the Ogden Municipal building rather other buildings around its municipal building.

**Councilmember LeBaron moved to approve the minutes from the September 23, 2014 work session, as amended, and the October 7, 2014 work session and the October 14, 2014 policy and work session, as written, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

#### PRESENTATION OF THE YARD OF THE YEAR AWARD

Each year, Clearfield City sponsored a Yard of the Week contest. The Parks and Recreation Commission members visited eleven different zones in the City during the summer and submitted a weekly winner. At the end of the summer, the Commission members judged the weekly winners and selected a winner for Yard of the Year. This year's Yard of the Year winner was Robert and LaRue Hawthorn. The runners-up were David McIntire and Verla Olsen.

Councilmember Bush expressed appreciation to the Parks and Recreation Commission for its efforts in selecting winners throughout the year. He also expressed appreciation to the recipients for their work in making the City a better place for all of its residents. He presented this year's winners with a certificate and gift card expressing appreciation on behalf of the City.

#### ARGUMENTS FOR AND AGAINST PROPOSITION #7, ALSO KNOWN AS THE PARAT (PARKS, ARTS, RECREATION, AQUATICS AND TRAILS) TAX

State Code requires that equal time be allowed for presentations on arguments both for and against the ballot proposition during a public meeting. Mayor Shepherd explained the proposed tax was a tenth of one percent sales tax which would go towards parks, arts, recreation, aquatics and/or trails within the City.

Amber Self, resident representing Citizens for PARAT, shared arguments for the PARAT Tax. She stated the tax funds could be used toward maintenance for maintaining and improving existing City facilities such as: the Aquatic Center, future Community Plaza Park at Clearfield Station, Steed Park, Mabey Pond, other playgrounds, sports fields, fishing facilities, trails, arts, theatre, cultural events and a variety of other recreation programs. She believed the benefits would provide economic vitality and enhance the quality of life for all citizens. She emphasized the PARAT Tax would result in an additional one cent sales tax for every ten dollars' worth of transactions. She pointed out qualified transactions were those not associated with grocery, food, fuel or food ingredients. She encouraged residents vote "yes" for the PARAT tax on November 4th.

Mayor Shepherd stated no arguments against had been received by the City. He indicated in order to provide a fair view of argument both for and against the tax, staff had prepared some arguments against the tax which appeared in the Voter Information Pamphlet. Mayor Shepherd then read those arguments to the Council:

- The PARAT Tax is a special purpose tax that benefits only Parks, Arts, Recreation, Aquatics, and Trails rather than a tax which would benefit a larger cross-section of general city-wide expenditure needs.

- New improvements will need to be maintained which could result in increased operating costs.
- Sales tax is a larger burden on those on fixed incomes and young families with large numbers of children.
- Separate “boutique” taxes add complexity to the tax system with reporting burdens to businesses and confusion to taxpayers.
- Risk that the tax is focused primarily on serving the needs of a few special interest groups rather than the broader community.

He asked if there was anyone present who would like to speak to either argument—for or against. No one expressed a desire to address the Council.

PUBLIC HEARING TO RECEIVE COMMENT FOR FSP 1410-0001, A FINAL SUBDIVISION PLAT REQUEST TO AMEND THE LARSEN COMMERCIAL SUBDIVISION PLAT LOT 2, LOCATED AT 325 WEST 1700 SOUTH (TIN: 12-243-0011, 12-243-0008)

Scott Hess, Development Services Manager, shared a visual illustration which identified the particular parcel being considered for amendment. He stated the Larsen Commercial Subdivision was originally approved in 1995 and a structure was then built at 325 West 1700 South. In 1998, the property and building were then subdivided through recordation of a Deed of Trust, which illegally split the south eastern portion of the lot. The applicant requested a Conditional Use Permit (CUP) and a building permit for a new structure on the remainder portion of Lot 2 in October 2014. That request was conditioned by the Planning Commission upon the correction of the illegal lot split and the recording of an amended plat.

He stated the amended plat provided opportunity for a cross access easement, public utility easement and other items the City would require during the plat process and pointed those out:

- On the west side of the existing lot for Tender Years LLC, there was a 25-foot access easement which ran the north/south length of the lot providing 1700 South access to lot 2B.
- Both lot 2A and 2B had independent drive accesses off of 300 West, a widened public utility easement to the south as the utilities for lot 2A, the new structure, run down the south line of the property into the road.
- No additional street right of way or any other road dedication with the plat.

Mayor Shepherd opened the public hearing at 7:16 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember LeBaron moved to close the public hearing at 7:17 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

PUBLIC HEARING TO RECEIVE COMMENT ON A PROPOSED ZONING TEXT AMENDMENT TO TITLE 11, CHAPTER 8 – AGRICULTURE ZONES, CHAPTER 9 – RESIDENTIAL ZONES AND CHAPTER 13 – SUPPLEMENTARY REGULATIONS – TO ESTABLISH STANDARDS FOR HOME DAYCARES AND PRESCHOOLS AS PERMITTED USES WITHIN RESIDENTIAL ZONES

Stacy Millgate, Business License Official, stated City Code currently required home daycares and preschools to obtain a Conditional Use Permit and the current review body for all Conditional Use Permits was the Planning Commission. While the requirement to bring all Conditional Use Permits to the Planning Commission had helped drive quality standards, it could become a time burden for the Commission to review minor items as required by current procedures; additionally the applicant was required to wait for the Planning Commission to review minor or insignificant applications. The proposed zoning text amendment would allow home daycares and preschools as a permitted use within residential zones and the supplementary regulations would call out traffic flow, drop-off/pick up plans, and outdoor environment.

The Planning Commission discussed the issue at its meetings on August 6, 2014 and September 10, 2014, during which proposed language was drafted. The Commission conducted a public hearing at its meeting on Wednesday, October 1, 2014, following which the Commission voted to recommend the proposed changes to the City Council. This zoning text amendment would be effective across all residential zones in the City.

Mayor Shepherd opened the public hearing at 7:18 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember Young moved to close the public hearing at 7:19 p.m. seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

PUBLIC HEARING TO RECEIVE COMMENT FOR GPA 1410-0002, A PROPOSED GENERAL PLAN AMENDMENT FOR DESIGNATED FUTURE LAND USE CATEGORIES ON PROPERTY LOCATED AT APPROXIMATELY 919 AND 939 WEST, 1600 SOUTH (TINs: 12-391-0008 AND 12-391-0009) FROM COMMERCIAL TO MANUFACTURING

The proposal included a request for two parcels comprising approximately 1.31 acres collectively to be redesignated from a commercial to a manufacturing land use category in the General Plan's Future Land Use Map with the intent to construct a new structure for a warehouse/distribution style use. The property was currently two individual parcels. Depending on the site plan for the potential M-1 zoned use, the property owner may choose to combine the two parcels into one. An application for rezone from commercial to manufacturing had been made in addition to this request to amend the City's General Plan.

Scott Hess, Development Services Manager, shared a visual illustration of a map identifying the location of the parcels and stated the request for two internal parcels of the commercial

development to be changed in the General Plan designation from future uses commercial to future uses manufacturing. He reported the Planning Commission recommended denial of the request. He announced staff had considered all possible options since the Planning Commission meeting on Wednesday, October 15, 2014 and was prepared to make the recommendation that the future use of the property be designated as business park use. He believed that designation was better aligned with the property owner's and the developer's intentions for the parcels. Councilmember LeBaron reported the Planning Commission had deliberated extensively on this item during its meeting and it had expressed concern about future uses for the property with the manufacturing designation should the initial business fail. He expressed confidence in staff's recommendation and believed the Planning Commission would be in favor because it desired to approve the use if the zoning was appropriate for the "warehouse" use. He expressed his opinion that staff's suggestion was similar to the Planning Commission's inclination.

Mayor Shepherd opened the public hearing at 7:21 p.m.

Mayor Shepherd asked for public comments.

Con Wilcox, Wilcox Farms LLC and resident, explained the City had approached Wilcox Farms in 1998 requesting property near the 1700 South/1000 West area be used for commercial purposes. He explained the commercial properties had been marketed for 16 years and 26 businesses had been secured bringing a variety of businesses to the area. He directed the Council to Mr. Hess' visual map and explained the problems associated with the two vacant lots as neither one had street visibility from 1700 South or 1000 West. He was pleased to announce a buyer had expressed interest for lots eight and nine and believed it would be a compatible use for the area and development. He believed the concerns could be mitigated by the additional Declarations and CCR's (Covenants, Conditions and Restrictions) which had recently been presented to ensure compatibility.

**Councilmember Bush moved to close the public hearing at 7:24 p.m. seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

PUBLIC HEARING TO RECEIVE COMMENT FOR RZN 1410-0002, A REQUEST FROM CON WILCOX FOR A REZONE ON PROPERTY LOCATED AT APPROXIMATELY 919 AND 939 WEST, 1600 SOUTH (TINs: 12-391-0008 AND 12-391-0009) FROM (C-2) COMMERCIAL TO (M-1) MANUFACTURING

The request was for approximately 1.31 acres to be rezoned from (C-2) Commercial to (M-1) Manufacturing with the intent to construct a new structure for a warehouse/distribution style use. The property was currently two individual parcels. Depending on the site plan for the potential M-1 zoned use, the property owner may choose to combine the two parcels into one. An application for General Plan Amendment as well as for the requested rezone was previously made to the Planning Commission.

Scott Hess, Development Services Manager, explained the discussion was a related to the previous agenda item. He mentioned the need for consistency in the General Plan and that the City requested applicants apply for a General Plan Amendment with an accompanying rezone if

the two weren't compatible. He stated this discussion was on the rezone request following the General Plan Amendment, to designate the properties from Commercial to Manufacturing. He reported the Planning Commission had recommended denial at its meeting on Wednesday, October 15, 2014, based upon its findings and with a direction given to staff of amending the Commercial (C-2) zone to better accommodate light manufacturing or low level distribution uses, or the creation of a new zone. He reported staff had begun working toward the creation of a new zone. He stated the particular use which was requested, along with the rezone, was for a low level distribution use for seafood, with a small commercial component which would front 1600 South.

Councilmember LeBaron referred to Councilmember Bush's comments made during the previously held work session and indicated he agreed. He suggested the Council find a way to accommodate the request while staff continued to work on the creation of a new zoning designation which would better meet the intent of the owner and developer and which wasn't heavy manufacturing. Mr. Hess stated a Business Park General Plan Amendment would allow for a C-1 or C-2 (Commercial) or M-1 (Manufacturing) zoning designation. He believed this would better meet the intent of the applicant; however, the definition of warehousing under the M-1 zone was the best definition for the particular use currently being requested for by the property owner.

Mayor Shepherd opened the public hearing at 7:28 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

**Councilmember Bush moved to close the public hearing at 7:29 p.m. seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

#### CITIZEN COMMENTS

There were no citizen comments.

#### APPROVAL OF FSP 1410-0001 TO AMEND THE LARSEN COMMERCIAL SUBDIVISION PLAT LOT 2, LOCATED AT 325 WEST 1700 SOUTH (TIN: 12-243-0011, 12-243-0008)

**Councilmember LeBaron moved to approve FSP 1410-0001, a request by Cameron Winqvist to amend the Larsen Commercial Subdivision Plat Lot 2, located at 325 West 1700 South and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

APPROVAL OF ORDINANCE 2014-23 AUTHORIZING A ZONING TEXT AMENDMENT TO TITLE 11, CHAPTER 8 – AGRICULTURE ZONES, CHAPTER 9 – RESIDENTIAL ZONES AND CHAPTER 13 – SUPPLEMENTARY REGULATIONS – TO ESTABLISH STANDARDS FOR HOME DAYCARES AND PRESCHOOLS AS PERMITTED USES WITHIN RESIDENTIAL ZONES

**Councilmember Young moved to approve Ordinance 2014-23 authorizing a Zoning Text Amendment to Title 11, Chapter 8 – Agriculture Zones, Chapter 9 – Residential Zones and Chapter 13 – Supplementary Regulations – to establish standards for Home Daycares and Preschools as permitted uses within Residential Zones and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

APPROVAL OF ORDINANCE 2014-24 AMENDING THE GENERAL PLAN TO CHANGE THE DESIGNATED LAND USE CATEGORY ON PROPERTY LOCATED AT APPROXIMATELY 919 WEST AND 939 WEST 1600 SOUTH (TINs: 12-391-0008 AND 12-391-0009) FROM COMMERCIAL TO BUSINESS PARK

**Councilmember LeBaron moved to approve Ordinance 2014-24 as proposed by staff changing the designated land use category in the City’s General Plan for property located at 919 West and 939 West 1600 South from “Commercial” to “Business Park” and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

APPROVAL OF ORDINANCE 2014-25 CONDITIONALLY REZONING PROPERTY LOCATED AT APPROXIMATELY 919 WEST AND 939 WEST, 1600 SOUTH (TINs: 12-391-0008 AND 12-391-0009) FROM (C-2) COMMERCIAL TO (M-1) MANUFACTURING

Mayor Shepherd explained Mr. Wilcox had been marketing the property located at 919 West and 939 West 1600 South for approximately 17 years for a commercial use. He pointed out Mr. Wilcox had been instrumental in bringing numerous other businesses with various uses to the City. Mayor Shepherd believed the proposed rezone request was the best use for the property at this point in time. He reminded the Council of previous attempts by Mr. Wilcox to market the property in other ways which were not successful.

Scott Hess, Development Services Manager, commented staff had worked with the applicant and its legal counsel, as well as the City’s legal staff, in the creation of a Declaration of Limitation of Uses which would limit any noxious M-1 (Manufacturing) uses such as those omitting dust, noise, sound and such, which were brought to an area through heavy duty manufacturing uses as well as uses similar in nature to landscape supply yards. He recommended any rezone of the property should be conditioned upon those Declarations being recorded. Brian Brower, City Attorney, stated the proposed ordinance required the Declarations to be recorded and attached as an exhibit. He further commented the ordinance directed no business license or building permits would be issued without the execution and recording of the Declarations against the property. He

also stated the Council had discussed the rezone in the work session previous to the policy session. He recommended the Council go on the record about any details it may want applied to future uses of the property should the Council approve this request based upon some of the discussion in the work session.

Mayor Shepherd reported concerns had been expressed by councilmembers during its work session about the rezone request. He expressed those concerns being about two parcels surrounded by commercial being proposed for a rezone to manufacturing when factoring in future uses that could be potentially applied to the parcels under such a zoning designation. He added the Planning Commission had expressed the same concern. He explained the business currently wanting to locate on the property was not really manufacturing or commercial but rather a distribution type use and such a use was not addressed in the City's zoning ordinances. He explained the rezone with the attached Declarations would allow the business to be in a manufacturing zone but with restrictions put in place to protect from incompatible future uses on the property. He reiterated the property had been marketed as commercial for 17 years with no success because of its poor visibility from the streets. He stated the property's use was better regulated under the business park future land use category designation made in the General Plan earlier in the meeting.

Councilmember LeBaron added the Planning Commission had also expressed concern regarding the possibility of additional truck traffic to the area. He stated the business owner had indicated the business would add one more truck to the area maybe once or twice a week. He pointed out the business wouldn't generate different traffic other than what was being experienced by the current businesses in the area. He stated the rezone made sense when coupled with the work staff was directed to do addressing future uses and zoning requirements when the current process was completed.

Mr. Brower pointed out Mr. Wilcox, property owner, had not attended the publicly noticed work session prior to the policy session where the Council discussed some concerns about the request. He summarized the process the applicant had been through prior to the issues being brought to the Council in the current meeting. He stated there had previously been a zoning determination by staff and then an appeal of that zoning determination because the use being applied for really didn't entirely fit within any definitions that existed in the City Code. He explained that when that situation happens staff has to determine which definition was the best fit for the use based on what was in the code. Staff determined the best definition that fit the use was "warehousing" which was only allowed in the manufacturing zone although the proposed business use was more of a "distribution" type of use. He emphasized that "distribution" was not currently a defined term in any of the City's land use definitions.

Mr. Brower summarized concern had been expressed by the Council in the previous work session about how to facilitate the proposed use, for the time being, given the restraints within the current provisions in the Land Use Ordinance. He indicated the Council appeared to be willing to grant the application for rezone to M-1 (manufacturing), but was concerned about potential future uses which might be allowed because of the manufacturing zoning designation, notwithstanding the Declaration of Limitation of Uses Restriction. He stated the Council indicated an intent to direct staff to make additional changes to the General Plan and Land Use

Ordinance that would better facilitate and allow for light warehousing and distribution type uses which could be applied in areas such as those with a “business park” designation. He continued that the Council had indicated in its previous meeting an intent to consider, in the near future, an additional rezone for the property to something else that would better fit in the “business park” area once those changes to the City’s Land Use Ordinance had been made. He emphasized to the representatives of the property owner, developer and applicant that they should be advised there were possible changes yet forthcoming which would likely impact the future use of the property beyond the current proposed use associated with the application.

Councilmember Bush acknowledged there were times when projects were introduced that didn’t necessarily fit exactly within the current zoning ordinances. He continued by stating that sometimes those requests precipitated the creation of new zoning ordinances or the amendment of current zoning ordinances. He expressed his opinion the City had tried to provide a good solution for the proposed development given the time constraints associated with it as indicated by the property owner.

**Councilmember Bush moved to approve Ordinance 2014-25 rezoning property located at approximately 919 West and 939 West, 1600 South (Tins: 12-391-0008 and 12-391-0009) from (C-2) Commercial to (M-1) Manufacturing, conditioned upon execution and recordation of the Declaration of Use Restriction on each parcel and with stipulation that staff begin preparing zoning text amendments and General Plan Amendments which will accommodate businesses of this type, while restricting other M-1 uses, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

CONSIDER APPROVAL OF AND CONSENT TO THE MAYOR’S PROPOSED APPOINTMENTS OF INDIVIDUALS TO THE PLANNING COMMISSION

The Planning Commission currently had vacancies for three regular members and up to three alternate members. Residents were asked to submit letters of interest and interviews were conducted by the City Council during work sessions on October 7, 2014 and October 14, 2014. Mayor Shepherd read his proposed appointments to the Council:

- Move Michael Millard from an alternate member to regular member with a term expiring February 2019
- Move Robert Allen from an alternate member to regular member with a term expiring February 2015
- Appoint Amy Mabey as a regular member with a term expiring February 2016
- Appoint Steve Parkinson as an alternate member with a term expiring February 2017
- Appoint Michael Britton as an alternate member with a term expiring February 2018
- Appoint Brady Jugler as an alternate member with a term expiring February 2016

Councilmember LeBaron reported the Planning Commission Chair, Nike Peterson, had recently participated in training during which it was encouraged to appoint individuals from diverse backgrounds and believed the Mayor and City Council would accomplish that with the recommended appointments.

**Councilmember LeBaron moved to approve and consent to the Mayor's appointment of Michael Millard from an alternate member to regular member of the Planning Commission with a term expiring February 2019, Robert Allen from an alternate member to regular member with a term expiring February 2015, and Amy Mabey as a regular member with a term expiring February 2016, Steve Parkinson as an alternate member with a term expiring February 2017, Michael Britton as an alternate member with a term expiring February 2018 and Brady Jugler as an alternate member with a term expiring on February 2016, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

## COMMUNICATION ITEMS

### ***Mayor Shepherd***

1. Announced he had the opportunity to represent the City at a function during which Colonel Halvorsen, known as the Candy Bomber, spoke at HAFB (Hill Air Force Base).
2. Stated he would be traveling out of town November 4-11 and again November 13 and 14.
3. Reported the Wasatch Front Football League held its annual Mini Bowl game at Clearfield High School this past weekend.
4. Expressed appreciation to staff for its efforts with the Boonanza event which took place at the Aquatic Center on Saturday, October 25, 2014.

### ***Councilmember Benson***

1. Encouraged registered voters to complete their ballots and return them or be sure to vote on Election Day, Tuesday, November 4, 2014.
2. Announced Wasatch Elementary was looking for reading volunteers for 1-2 hours per week.

### ***Councilmember Bush***

1. Reported he had attended a Wasatch Choice 2040 Consortium sponsored by Envision Utah on Thursday, October 23, 2014, for planning throughout the State regarding housing, transportation, streets and roads. He shared a visual presentation illustrating a survey which individuals could participate in and submit.
2. Informed the Council that the Kiwanis Club would be conducting the Coats for Kids drive which would benefit elementary schools within the City. He stated donations were being collected as well as money collected to purchase new coats.

***Councilmember Jones*** – nothing to report

***Councilmember LeBaron*** –nothing to report.

***Councilmember Young*** – nothing to report.

### ***Adam Lenhard, City Manager***

1. Recognized staff for its efforts with the Boonanza which took place over the weekend at the Aquatic Center.
2. Informed the Council that the South Main Street rebuilding was completed and announced it was the largest capital project completed this year. He believed the one million dollar project was money well spent.

3. Announced the Depot Street extension had been paved and was nearing completion. He emphasized this project was tied to development at Clearfield Station.

### STAFFS' REPORTS

#### *Nancy Dean, City Recorder*

1. Reviewed the City Council meeting schedule with the Council:
  - No meeting on Election Day, Tuesday, November 4, 2014
  - No meeting on Veteran's Day, Tuesday, November 11, 2014
  - Special Session beginning at 6:00 p.m. on Tuesday, November 18, 2014
  - Regularly scheduled meeting for Tuesday, November 25, 2014
  - Regularly scheduled meeting on Tuesday, December 9, 2014. She stated this December 9 was the last meeting scheduled for the year.
2. Reminded the Council that the PARAT Tax Proposition would be on the ballot for the November 4, 2014 General Election.
3. Encouraged everyone to exercise his/her right to vote in the General Election on Tuesday, November 4, 2014.

There being no further business to come before the City Council **Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 8:00 p.m., seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

*\*\*The minutes for the CDRA are in a separate location\*\**

**APPROVED AND ADOPTED  
This 25<sup>th</sup> day of November, 2014**

**/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, October 28, 2014.

**/s/Nancy R. Dean, City Recorder**