

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
October 13, 2015

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
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Kathryn Murray, Vern Phipps, Nike Peterson

Mayor Shepherd called the meeting to order at 6:02 p.m.

DISCUSSION ON COUNCIL COMMUNICATIONS

Mayor Shepherd explained the need for a discussion to take place regarding emails between members of the Council. He mentioned there could be legal repercussions if “reply to all” is used by councilmembers in emails and suggested only using “reply”. He continued this could be misinterpreted as conducting business or holding a meeting which had not been properly noticed.

He stated there could be occasions in which a resident sent an email to the entire Council expecting a response and potential confusion about who the response should come from to avoid the recipient receiving six different responses. He invited discussion and suggestions from the councilmembers regarding this scenario and a discussion followed.

Councilmember LeBaron believed oftentimes City related emails should be addressed by the City Manager or other staff. He suggested for instances in which a response from an elected official was warranted, councilmembers could be assigned a specific month to speak for the entire Council. Mayor Shepherd pointed out if a resident was directing a question or concern to a specific councilmember it would be appropriate for him/her to respond individually.

Councilmember Benson inquired what had been done in the past. Mayor Shepherd stated previously either the Mayor or City Manager had responded. Brian Brower, City Attorney, suggested the responding councilmember could forward the response to the City Manager as a courtesy if the Council preferred the councilmember/month direction.

Councilmember Young expressed concern the resident could be left with the impression only one councilmember cared about the residents' concerns. Mr. Brower mentioned it would be important to state something to the effect "responding on behalf of the Council" in the response.

Mayor Shepherd also cautioned the councilmembers about responses on social media. He suggested those responses should emphasize the councilmember was speaking on behalf of himself and not on behalf of the City Council.

Adam Lenhard, City Manager, encouraged the Council to forward questions to City staff if they were ever unsure how to respond.

### DISCUSSION ON THE PARAT TAX PROJECT LIST

Eric Howes, Community Services Director, distributed a handout reflecting identified projects in which potential PARAT tax revenues could be appropriated and ratings/notes associated with each one. He shared a visual presentation and reviewed each proposed project and requested direction from the Council on rating each project. He identified what should be taken into consideration in rating each project.

Councilmember Bush believed it would be important to have some signage at the project sites identifying they had been funded and completed using PARAT tax revenues.

Mayor Shepherd left the meeting at 6:25 p.m.

Mr. Howes reviewed the following projects:

- Refurbish tennis courts, add pickleball courts
- Ice skating rink

Councilmember LeBaron expressed his opinion a destination amenity such as an ice rink should be placed in an area which could be developed as opposed to an already established park in order to receive its full potential.

- Indoor climbing wall
- Artificial turf for soccer fields
- BMX/Pump Track
- Plaza Splash Pad
- Fish Cleaning Station at Steed Pond
- Commission & Install Art at the Arts Center
- Remodel/Replace Amphitheater at Bicentennial Park
- Replace seating in Amphitheater at Bicentennial Park
- Continue Trail around Steed pond and tie into trail head
- Outdoor 50M Pool
- 2 lane FlowRider

- Add shorter/lower skill level elements at the Skate Park
- Build Disc Golf course around trail and Steed Park
- Rehabilitate the Tennis & Basketball Courts at Kiwanis Park
- Playground Equipment in conjunction with Wasatch Elementary
- Develop and Landscape Around Steed Pond
- F-35 Playground and Maintenance area at Fisher Park

**Councilmember Bush moved to adjourn the work session and reconvene in a policy session at 6:54 p.m., seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

The City Council work session reconvened at 7:48 p.m.

#### DISCUSSION ON THE PARAT TAX PROJECT LIST CONTINUED

Mr. Howes continued to review the list of identified which the PARAT tax revenues could be appropriated.

- Park Signage Replacement at all 16 parks
- Tables, Benches and Trash Receptacles at all 16 parks
- Install new Restroom at Central Park
- Install new Restroom at Mabey Pond
- Fish cleaning station at Mabey Pond
- Install new Restroom at Jacobsen Park
- Install new Restroom at Train Watch Park
- Install new Restroom at 200 South
- Install new Restroom at Kiwanis Park
- Replace small boweries at Island View Park
- Replace small boweries at Bicentennial Park
- Add boweries to Barlow Park
- Replace small boweries at Kiwanis Park
- Add bowery at Fisher Park
- Add bowery to 200 South Park
- Replace small boweries at Train Watch Park
- New signage and landscaping at City Office Building
- New signage and landscaping at Cornerstone Park
- Playground Replacement at Train Watch Park
- Playground Replacement at North Steed Park
- Playground Replacement at Cornerstone Park
- New Playground Equipment at 200 South Park
- New Electronic Playground at South Steed and Barlow Parks
- New Playground Equipment for Island View Park

Councilmember LeBaron mentioned including costs for video surveillance cameras to discourage vandalism for the parks where the electronic playgrounds would be installed.

Councilmember Bush suggested additional parking at Cornerstone Park should also be considered. Mr. Howes responded a small parking lot could be developed at the north end of the park. JJ Allen, Assistant City Manager, suggested the road shoulder could be expanded which could accommodate angled parking stalls along South Main as opposed to parallel parking.

The Council took a break at 8:10 p.m.  
The meeting resumed at 8:20 p.m.

Mayor Pro Tem LeBaron announced the need for the Council to adjourn to a Closed Session for the purpose of a strategy session to discuss pending or reasonably imminent litigation and called for a motion.

**Councilmember Jones moved to adjourn to a Closed Session for the purpose of a strategy session to discuss pending or reasonably imminent litigation at 8:22 p.m. Utah Code Ann. §52-4-205, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

*The minutes for the Closed Session are kept in a separate location.*

**APPROVED AND ADOPTED  
This 10<sup>th</sup> day of November, 2015**

**/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 13, 2015.

/s/Nancy R. Dean, City Recorder