CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
May 23, 2017 – POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Executive Conference Room
55 South State Street
Third Floor
Clearfield, Utah

6:00 P.M. WORK SESSION
Discussion on the Campaign Financial Disclosure Ordinance
Discussion on the Final Plat for the Dawson Subdivision Located at 171 West 200 South
Discussion on the Rezone Request by Ironwood Development for Property Located at 823 West 1600 South from C-2 (Commercial) to R-3 (Residential, multi-family)

Report on the Utah League of Cities and Towns Conference

(Any items not fully addressed prior to the Policy Session will be addressed in a Work Session immediately following the Policy Session)

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION
CALL TO ORDER: Mayor Shepherd
OPENING CEREMONY: Dr. Ron Brown and the North Davis Jr. High Honor Society
APPROVAL OF MINUTES:
March 28, 2017 – Work Session
April 11, 2017 – Work Session
April 25, 2017 – Policy Session
May 9, 2017 – Policy Session

PRESENTATION:
1. PRESENTATION BY THE NEW HOPE CHURCH ON ITS ANNUAL NEW HOPE CHURCH BACKPACK BLOCK PARTY EVENT

BACKGROUND: Each year the New Hope Church solicits contributions to provide backpacks to individuals needing assistance throughout the community for the upcoming school year. Dr. Ron
Brown and Jeanette Archuleta are here to discuss the program and encourage the community’s support of the program.

**PUBLIC HEARINGS:**

2. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REZONE REQUEST BY IRONWOOD DEVELOPMENT FOR PROPERTY LOCATED AT 823 WEST 1600 SOUTH FROM C-2 (COMMERCIAL) TO R-3 (RESIDENTIAL, MULTI-FAMILY)**

**BACKGROUND:** In 2010 the General Plan was amended to allow for residential uses on the property located at 823 West 1600 South. The request is a proposal to rezone 1.88 acres from C-2 (Commercial) to R-3 (Residential, multi-family) with the intent to construct for sale townhomes on the property. The R-3 zone would allow for multi-family development with a maximum of 16 units to the acre. The developer intends to subdivide the property to create individually owned lots. The Planning Commission heard the item on May 1, 2017 and recommended approval with the following conditions: 1) a Site Plan be submitted and approved by the Planning Commission, and, 2) a development agreement with the City be approved, fully executed, and recorded against the property in conformance with the Site Plan.

**RECOMMENDATION:** Receive public comment.

3. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REZONE REQUEST BY SILVER PEAK ENGINEERING FOR PROPERTY LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET FROM M-1 (MANUFACTURING) TO M-1-SP (MANUFACTURING WITH A SPECIAL PURPOSE OVERLAY)**

**BACKGROUND:** This item was noticed for a public hearing but additional information is needed before the Council can consider the rezone request. Staff recommends opening the public hearing, receiving public comment, and continuing it to Tuesday, June 13, 2017 at 7:00 p.m.

**RECOMMENDATION:** Receive public comment.

**SCHEDULED ITEMS:**

4. **CITIZEN COMMENTS**

5. **CONSIDER APPROVAL OF ORDINANCE 2017-08 AUTHORIZING THE REZONE OF PROPERTY LOCATED AT 823 WEST 1600 SOUTH FROM C-2 (COMMERCIAL) TO R-3 (RESIDENTIAL, MULTI-FAMILY)**

**RECOMMENDATION:** Consider approval of Ordinance 2017-08 authorizing the rezone of property located at 823 West 1600 South from C-2 (Commercial) to R-3 (Residential, multi-family) and authorize the Mayor’s signature to any necessary documents.

6. **CONSIDER APPROVAL OF THE FINAL PLAT FOR THE DAWSON SUBDIVISION LOCATED AT 171 WEST 200 SOUTH**
BACKGROUND: The request by Mike Dawson, Dawson Homes, is for the consolidation of what was previously two lots. The City Engineer and Public Works department have reviewed the subdivision and asked that an agreement be negotiated that would defer the installation of frontage improvements on the site until a future date because adjoining properties along the street do not have the improvements and requiring them on one property could cause run off and other negative impacts.

RECOMMENDATION: Approve the Final Plat for the Dawson Subdivision located at 171 West 200 South, contingent upon execution of a deferral agreement, and authorize the Mayor’s signature to any necessary documents.

7. CONSIDER APPROVAL OF ORDINANCE 2017-09 AMENDING CITY CODE TITLE 1, CHAPTER 7, SECTION 2 – CAMPAIGN FINANCIAL DISCLOSURE REQUIREMENTS

BACKGROUND: Title 1, Chapter 7, Section 2 of the Clearfield City Municipal Code is titled “Campaign Finance Disclosure Requirements” and was adopted by the City in 1995, and once amended in 2000 (1-7-2). The intent of the section was to supplement, in accordance with the law, Title 10, Chapter 3, Section 208 of the Utah State Code, titled “Campaign finance disclosure in municipal elections,” with certain more restrictive disclosure requirements (Utah Code 10-3-208).

Since the sole amendment of 1-7-2 in 2000, the Utah State Legislature has incorporated the once supplemental more restrictive language provided for within 1-7-2 into Utah Code 10-3-208. After careful review of 1-7-2 and Utah Code 10-3-208, staff determined that the once more restrictive supplantations outlined in 1-7-2 are no longer necessary in that they are duplicative, and may result in unnecessary confusion by requiring a candidate to study and interpret two codes rather than one. As such, staff recommends that the current language of 1-7-2 be stricken and replaced with reference to the Utah State Code 10-3-208, as amended, to comply with current existing law.

RECOMMENDATION: Approve Ordinance 2017-09 amending City Code Title 1, Chapter 7, Section 2 – Campaign Financial Disclosure Requirements and authorize the Mayor’s signature to any necessary documents.

COMMUNICATION ITEMS:
Mayor’s Report
City Council Reports
City Manager’s Report
Staff Reports

**ADJOURN AS THE CITY COUNCIL**

Dated this 19th day of May, 2017.

/s/Nancy R. Dean, City Recorder
The City of Clearfield, in accordance with the ‘Americans with Disabilities Act’ provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.
PRESIDING: Mark Shepherd Mayor

PRESENT: Kent Bush Councilmember
Nike Peterson Councilmember
Vern Phipps Councilmember
Tim Roper Councilmember
Bruce Young Councilmember

STAFF PRESENT: Adam Lenhard City Manager
JJ Allen Assistant City Manager
Stuart Williams City Attorney
Scott Hodge Public Works Director
Spencer Brimley Development Services Manager
Kelly Bennett Assistant Police Chief
Curtis Dickson Community Services Deputy Dir.
Summer Palmer Administrative Services Director
Rich Knapp Finance Manager
Lee Naylor Accountant
Trevor Cahoon Communications Coordinator
Nancy Dean City Recorder
Wendy Page Deputy Recorder

VISITORS: Kathryn Murray, Brady Jugler – Planning Commission Chair

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON INCREASING THE CONTINGENCY FOR THE STEED PARK BALLFIELD ELECTRICAL UPGRADE PROJECT

Curtis Dickson, Community Services Deputy Director, explained that the City contracted with Hidden Peak Electric to upgrade the ballfield lighting system at Steed Park. The contract was originally approved by the City Council for a total project cost of $87,300 which included a $10,000 contingency fund. Due to unforeseen problems with the current electrical system, an additional $5,000 was needed to finish the project and bring the ballfield lighting system up to code. The original budget for the project was $125,000 and the new funding request would bring the total project cost to $92,300.
DISCUSSION ON THE ESTOPPEL AGREEMENT BETWEEN CLEARFIELD CITY, 888 ASSOCIATES, LLC, AND ZIONS BANK RELATING TO PROPERTY LOCATED AT 888 SOUTH UNIVERSITY BOULEVARD

JJ Allen, Assistant City Manager, explained that 888 Associates, LLC, owned the office building at 888 South University Park Boulevard and was in the process of refinancing a loan. He stated 888 Associates, LLC, leased property from the City and CDRA to provide additional parking for its building so Zions Bank, the lender, required the owner of the land (the City and CDRA) to consent to Zions’ ability to lien the ground leases because they were a key aspect of the building’s function. He emphasized Zions Bank would lien the ground leases not the property itself.

Councilmember Peterson commented a lien against the lease versus the property appeared to be unusual. Mr. Allen responded the intent of a lien against the lease was so the lienholder would have continued use of the parking lot should the borrower default on the loan.

DISCUSSION ON PLAYGROUND EQUIPMENT INSTALLATION

Curtis Dickson, Community Services Deputy Director, reminded the Council that the goals and objectives for the City’s playground project was to use a portion of the PARAT Tax revenue to replace worn out or missing playgrounds, add playgrounds to parks without them, add variety to the amenities at City parks, and create unique play areas.

Mr. Dickson reviewed the playground equipment designs for the following parks: Train Watch Park, North Steed Park, Island View Park, Central Park, Fisher Park, Barlow Park, Cornerstone Park and 200 South Park. The designs included two electronic playgrounds, swing additions at multiple parks, and a variety of activities for various ages and abilities.

There was a discussion on each park and the equipment designs. Councilmember Bush wondered if the playground designs shown would fit into the current areas at each park. Mr. Dickson indicated that the existing playgrounds areas at most of the parks would have room enough for the proposed equipment and the equipment would meet the necessary regulations. Central Park and Cornerstone Park would need new areas created for the installation of the equipment because none had previously been at those parks.

Mr. Dickson explained the process for receiving proposals for the playgrounds. He stated staff solicited proposals that met a general criteria and asked vendors to provide designs that would meet the goals of the projects. He noted staff estimated the cost for the project would be a total of $365,000. He continued following the award the selected vendors were asked to provide a final design of the playgrounds that included site preparation and installation. He stated following final design the cost for the project was determined to be $463,204 when the playgrounds were installed by the vendors. Staff determined Train Watch Park, Central Park, and Island View Park playgrounds could be installed as community builds which slightly reduced the total cost of the project but still did not get the project within budget. He indicated the other parks would need to be installed by the vendors because of the complexity of their construction. He provided two options for proceeding with the project. The first option was to budget additional funding for the
project from the PARAT Tax revenue and the second was to reduce the scope of work by eliminating the two electronic playgrounds.

Mayor Shepherd commented he liked the idea of doing all the playgrounds as part of one project because it emphasized to residents what was being done in different locations throughout the City. Councilmember Peterson agreed and suggested if the City were to cut from the project, the electronic playgrounds being considered at Fisher Park and Barlow Park were good choices because those parks had existing amenities. She noted if the two playgrounds were cut, the City was still able to install six new playgrounds throughout the City.

Councilmember Bush mentioned he suggested to staff that removing some of the individual features from the playground designs might be another option for reducing the cost. He suggested those individual features could be added at a later date. Mr. Dickson explained the construction costs had impacted the budget significantly. He indicated concrete cost had significantly impacted the budget because they were so much higher than in past years. Councilmember Bush suggested creating the walls from cinder block rather than concrete to keep costs down.

There was a discussion on the option of increasing the PARAT Tax allocation to fund the entire project versus reducing the scope of each playground to reduce costs. The Council suggested eliminating the electronic playground at Barlow Park as a cost reducing measure. The Council also directed staff to have the electronic playground at Fisher Park installed prior to the Fourth of July celebration.

**DISCUSSION ON THE HEALTH INSURANCE BENEFIT**

Summer Palmer, Administrative Service Director, informed the Council that health insurances premiums for the City by its current carrier were projected to increase thirty percent. She reviewed changes the City had made to its health insurance plan over the last few years to contain costs. She expressed concern that Federal healthcare laws were in flux and there appeared to be no real reform for containing healthcare costs.

Ms. Palmer reviewed options for the City to contain its costs for the upcoming budget year which included the following: 1) staff started the bid process to see if another vendor could provide the service at a lower cost, 2) the City could consider plan design changes to reduce its costs, and, 3) the City could consider changing its premium split model. She indicated it might be necessary for the City to use a mix of all three options to get costs down. She cautioned changing the premium split could potentially impact recruitment. She also explained the City had received one bid back which was an eighteen percent increase to the premium and would require employees to utilize the IHC network.

Ms. Palmer reported on the benefit of an employer offering a plan that provided a Health Savings Account (HSA). She explained employers generally offered those types of plans with reduced or no premium contribution by the employee and then diverted the premium savings to the employees’ HSAs. She indicated those types of plans were growing in popularity in the industry because they helped shift costs to the employees.
JJ Allen, Assistant City Manager, explained the discussion was important because it impacted the City’s budgeting long term. He asked if there was a desire from the Council to change its premium split model. Councilmember Phipps stated the City’s healthcare options were a great benefit for employees. He continued medical costs were constantly changing and there appeared to be an emphasis by employers on sharing those costs with employees. He suggested it might be time for the City to consider gradual changes to its premium split model. Ms. Palmer commented she liked shifting the cost to the consumer using the service through plan changes such as higher deductibles before considering changes to the premium split model. Councilmember Phipps suggested it was important to look at the long term effects to the City. Councilmember Young commented it would be important for the City to offer a competitive benefits package for recruitment. He suggested there was a need to review the data annually to address the issue for the long term.

Councilmember Bush moved to adjourn the work session and reconvene in policy session at 6:57 p.m., seconded by Councilmember Peterson. All voting AYE.

The meeting reconvened at 9:12 p.m.

DISCUSSION ON THE 2017/2018 FISCAL YEAR BUDGET

Rich Knapp, Finance Manager, reviewed the 2017/2018 fiscal year budget with the Council. He noted work was still being done on the budget and it was possible for some of the information to change before it was formally adopted. He stated staff budgeted conservatively on General Fund revenues and expenditures. He explained the budget would spend down 1.5 million dollars of the City’s unrestricted fund balance leaving 2.6 million in that fund which represented 17.1 percent or two months of operating expenses as recommended by the GFOA (Government Finance Officers Association). He highlighted the following projections in the budget:

Revenues
- A $300,000 Increase to Sales Tax Revenue
- Policy effect of the Amazon Sales Tax issue was currently unknown so it was not factored into the budget
- An increase of $150,000 in property tax revenue - fiscal year 2016/2017 was too conservative
- An $85,000 decrease to Muni Telecom Tax revenue
- A $47,000 decrease to Class C (Fuel Tax) revenue
- A $62,000 increase to Aquatic Center Revenue
- A $200,000 increase fines & forfeiture revenue
- $1.52 million use of unrestricted fund balance
- Impact Fee revenue reduced except for parks
- Pass through Increase of 16 percent from the North Davis Sewer District ($3 per month)
- City utility rate increase in January 2018 (.86 cents per month)
- Garbage & recycling collection revenue remains neutral

Personnel
- Market/merit Increase
- Estimated 28 percent health insurance increase
- Full-time Community Relations position (was two part-time)
- Part-time Marketing/Graphic Design position for Community Services
- Full-time Planner position (was part-time)
- 2 full-time Police Officer positions
- Creation of the Customer Service Division--no new headcount
- Expanded training opportunities

**Capital Projects**
- $400,000 Street Surface Treatment Project - Fiscal year 2017 $200,000 was budgeted
- $3.9 million Maintenance & Operation Center Phase 2 Project
- $425,000 for 1425 West, 975 South to 1150 South Project - $155,000 from the General Fund
- $840,000 250 North, North Main to 300 North Project- $205,000 from the General Fund
- $36,000 Hawk Crossing Lights at the 300 North Rail Trail Project
- $500,000 Freeport Pumphouse Upgrade Project - Water Enterprise Fund
- $473,000 State Street, 700 South to 1300 South 10" Main Project - Water Enterprise Fund
- $350,000 Freeport "G" Street, 3rd Street to 5th Street Phase 1 Project - Sewer Enterprise Fund
- $60,000 Pacific Street Project - Storm Enterprise Fund, $340,000 total project cost

**Other**
- Election Year $35,000 Expenditure
- First full year to recognize savings form the Energy Performance Project
- Creation of a traffic school
- No new debt

The meeting adjourned at 9:49 p.m.
DISCUSSION ON THE REVISED CITY CENTRE APARTMENTS DEVELOPMENT AGREEMENT

JJ Allen, Assistant City Manager, explained the City Centre apartments were in the process of being built across the street from City Hall. He stated the project would be completed by the end of 2017. He continued there had been negotiations between the City Council and the developer specific to square footage for the available commercial space in the project when it was originally approved in 2015. He indicated the City agreed to issue the building permit for the project and allow construction to begin while it worked with the developer on the specifics of accommodating the additional square footage for the commercial space requirement. Mr. Allen reported the developer would be extending the first floor of the building on the north to reach the requirement. He reviewed the revised development agreement with the Council.
Councilmember Bush asked if the extension of the building affected the designed landscaping in that area. Mr. Allen indicated the new design had minimized the landscaping as previously designed. He suggested the City work with the developer to beautify the rooftop of the extension because it would be visible to neighboring businesses.

**Councilmember Young moved to adjourn as the City Council and reconvene as the CDRA in a work session at 6:11 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE - Councilmembers Peterson, Roper, and Young. Voting NO – None. Councilmember Phipps was not present for the vote.**

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

The City Council reconvened in work session at 6:15 p.m.

**DISCUSSION ON “MAKE US PART OF YOUR STORY” BRANDING**

Trevor Cahoon, Communications Coordinator, introduced “Make Us Part of Your Story,” a new branding message for the City. He described the process used to develop the tag line and discussed the City’s strengths, weaknesses, opportunities, and threats that were considered when the tag line was created. He continued elements of the message gave responsibility to residents, promoted engagement with the City, integrated well with social media campaigns, and was a versatile message for all stakeholders. He identified the goals of the branding as follows:

- Integrate internal staff into City events and campaigns
- Increase the engagement of youth in community events and public spaces
- Change and establish positive perception of Clearfield
- Educate the public about the City
- Establish relations with developers and site selectors

Mr. Cahoon explained each goal had objectives to meet. He reviewed the general timeline for the branding campaign through the end of 2016. He indicated the campaign would be evaluated in November to measure its effectiveness in engaging the community. He commented changing the message too frequently confused people.

Councilmember Bush asked if the branding campaign would be continuous. Mr. Cahoon responded the message would be evaluated regularly and changed as necessary.

Councilmember Peterson asked if there would be a unified message with different campaigns having been proposed such as the “Rise Up” campaign. Mr. Cahoon responded the message would be unified and all lead back to the “Make Us Part of Your Story” campaign.

Mr. Cahoon also reviewed the visual branding opportunities available for the campaign as well as ways to engage the community through social media, the City newsletter, and website.
UPDATE ON THE CUSTOMER SERVICE CENTER

Summer Palmer, Administrative Services Director, updated the Council on the progress being made in establishing a Customer Service Center on the first floor of City Hall that would enhance the City’s service level for its residents. She reported the customer service employees in utilities, police records, community service, community development and executive offices would be consolidated and relocated to the first floor. She informed the Council that Stacy Millgate had been promoted to the Customer Service Manager position. She described the relocation of the Human Resource Division, Finance Division, and the Community Services Department to facilitate the remodeling of the first floor while still providing quality customer service. She hoped to have the project completed no later than August 31, 2017.

Councilmember Peterson moved to adjourn from work session into policy session at 6:48 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE - Councilmembers Peterson, Roper, and Young. Voting NO – None. Councilmember Phipps was not present for the vote.

The City Council reconvened in work session at 7:19 p.m.

DISCUSSION ON THE 2017/2018 FISCAL YEAR BUDGET

Rich Knapp, Finance Manager, reviewed the 2017/2018 fiscal year budget operating expenditures with the Council. He indicated the budget was still in process so some of the figures could change before the final budget was adopted. He stated the City was still waiting for firm quotes on liability insurance and health insurance but commented the bid from the current provider was a 30 percent increase in premiums.

Councilmember Peterson asked if the 30 percent increase to health insurance premiums was a firm number. Summer Palmer, Administrative Services Director, responded the City was currently soliciting bids from other providers to see if it could reduce the overall impact to the budget. She emphasized the increase in cost would not be greater than 30 percent.

Mr. Knapp indicated the public defender expense had been increased by $50,000 and moved to the Interdepartmental Account. JJ Allen, Assistant City Manager, mentioned the budgeted amount might not cover the full expense because the City was required to pay the public defender on a per case basis not a flat fee per month regardless of the number of cases. He mentioned the City would be looking to offset the increased cost with some grant funding opportunities. Councilmember Peterson suggested she’d rather increase the dollar amount now rather than have to approve a budget amendment in the future.

Mr. Knapp pointed out there was a new account created in the budget associated with the Customer Service Center. He explained seven full-time employees and four part-time employees had been budgeted for in that account with 25 percent of those wages allocated to the Enterprise Fund. He continued those employees already worked for the City but a new division was created to account for the wages because of their relocation to the first floor. Councilmember Bush asked if the Customer Service Center was a new division. Adam Lenhard, City Manager, responded it was a new division under the direction of the Administrative Services Director.

Councilmember Bush asked about the expenses related to the administration of the City’s election. Nancy Dean, City Recorder, explained the City was partnering with Davis County to administer a by-mail election. She indicated the fee was similar to the contracted price from two years ago. She explained the
actual expense was less than contracted because there were two special elections held in conjunction with the municipal election in 2015 so costs were shared by multiple entities reducing the City’s share of those costs.

Councilmember Peterson asked what the extra costs for maintenance were going to be for any new parks being acquired by the City, such as the Springfield Estates open space. Eric Howes, Community Services Director, stated the exact costs varied depending on the size of the parcels. He indicated the current staff level should be sufficient to absorb the maintenance on the newly acquired parcels.

Councilmember Bush asked if the employees allocated to the Customer Service Center would have the same job duties as they had currently. Mr. Lenhard explained there would be lead employees for specific duties but the idea was to cross train each employee so multiple employees could handle each function. He explained the Community Development Block Grant administration would become part of the new planner’s job description. Mr. Allen explained the City anticipated it would take some time to cross train the employees to produce the efficiency desired. Summer Palmer, Administrative Services Director, complimented the capacity in the existing employees to learn and become more of an asset to the City.

Councilmember Bush asked how much more funding had been allocated in the draft budget since last year’s budget. Mr. Knapp indicated General Fund expenditures had increased by $800,000 with a total of $1.2 million all funds combined. Mr. Lenhard indicated he was pleased with the budget with the exception of the increase to health insurance premiums. He stated it was a good budget with good projects.

Councilmember Bush asked how close the City was to paying off some of its debt. Mr. Knapp indicated the water and road bonds would be paid in full in the next few years. Mr. Allen explained the overall debt per capita had decreased and the City was making good progress on continuing to work toward lowering that threshold. He stated the overall debt per capita was trending in the right direction.

Councilmember Bush asked if the City was looking at maintaining its certified tax rate. Mr. Lenhard expected the County Assessor would give the City a lower tax rate because property values were higher. He recommended the City adopt the certified rate assigned by the County.

Councilmember Bush thanked staff for all the work put into the budget.

There being no further business to come before the Council, Councilmember Peterson moved to adjourn at 8:03 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Roper and Young. Voting NO – None. Councilmember Phipps was not present for the vote.
PRESIDING: Mark Shepherd Mayor

PRESENT: Kent Bush Councilmember
Nike Peterson Councilmember
Vern Phipps Councilmember
Tim Roper Councilmember
Bruce Young Councilmember

STAFF PRESENT: JJ Allen Assistant City Manager
Stuart Williams City Attorney
Scott Hodge Public Works Director
Spencer Brimley Development Services Manager
Greg Krusi Police Chief
Eric Howes Community Services Director
Curtis Dickson Community Services Deputy Dir.
Summer Palmer Administrative Services Director
Rich Knapp Finance Manager
Stacy Millgate Customer Service Manager
Nancy Dean City Recorder
Wendy Page Deputy Recorder

EXCUSED: Adam Lenhard City Manager

VISITORS: Michael Relow, Pat Maurer, MJ Malan, Sandy Covea, Jim Johnson, Bob Bercher, Koral Vasquez, Brett Wiggill, Brady Jugler – Planning Commission Chair, Savannah R. Peterson, Kathryn Murray, Makayla Reel, Mindy Rice, Rio Rice, Jerome Curran and CERT Graduates: Scott Caron, Anthony Colon, Annalicia Jose, Roy Zettel, George Adams, Kristena Porambo, Justine Quiver, Hezekiah Comer, April Pino, Alfredo Rodriguez, Chandler Barrie, Stephanie Young, Bob Wall, Jason Marenco

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 the Public Hearings or Citizen Comments there were forms to fill out by the door.

Councilmember Phipps conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE MARCH 21, 2017 WORK SESSION, MARCH 28, 2017 POLICY SESSION AND APRIL 11, 2017 POLICY SESSION

Councilmember Young referred to the March 21, 2017 work session minutes and asked that the minutes be amended to note he was not on the City Council at the time he attended the Council
meeting that was mentioned on the second page of the minutes. The minutes were updated to include the following clarification, “Councilmember Young explained he had attended the Council meeting the last time the issue was addressed prior to being elected to sit on the Council and there were residents who were against allowing the use.”

Councilmember Phipps moved to approve the minutes from the March 21, 2017 work session, as amended, and March 28, 2017 and April 11, 2017 policy sessions, as written, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

PRESENTATION FOR CERT (COMMUNITY EMERGENCY RESPONSE TEAM) GRADUATION

The City recently provided CERT training to some residents interested in providing aid to their neighborhood and community in the event of an emergency. Upon completion of the required training a graduation ceremony took place. Mayor Shepherd and the City Council recognized the graduates’ efforts in completing the training.

PUBLIC HEARING TO REVIEW AND ADOPT THE 2017/2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

The One-Year Action Plan was necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). The plan covered the program year July 1, 2017 to June 30, 2018. A 30-day comment period commenced March 15, 2017, and no written comments were received.

Stacy Millgate, Customer Service Manager, informed the Council that the final funding amount for the grant hadn’t been received to date but the program would be adjusted to match the allotted funding when it was received. Ms. Millgate also expressed her opinion there was a great need for the CDBG funding in the City. Mayor Shepherd cautioned that the current political environment in Washington could affect the total grant funding. He indicated the City would adapt its program accordingly.

Mayor Shepherd opened the public hearing at 7:13 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Young moved to close the public hearing at 7:13 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.
The City Council recently approved changes to the Land Use Ordinance which allowed chickens to be kept on residential lots. During the public hearings, interested parties asked the Council to consider allowing the keeping of chickens on A-1 and A-2 parcels that did not meet the minimum lot size standards in the agricultural zoning districts.

Spencer Brimley, Development Services Manager, explained the proposed changes to the ordinance would allow for the keeping of fowls on smaller sized lots in agricultural zones. Mr. Brimley clarified the ordinance would not amend the Code for other animals, just for the fowl units. The current A-1 and A-2 zones allowed for chickens (one fowl unit = 30 chickens) on lots that were greater than one-half acre.

The proposed changes were detailed by Mr. Brimley as follows:

- Parcels that are less than one-half acre and no less than one-third acre shall be allowed to have one-half of a fowl unit (fifteen chickens).
- Parcels that are less than one-third acre and no less than one-fourth acre shall be allowed to have one-third of a fowl units (ten chickens).
- Parcels that are less than one-fourth acre and no less than sixty-five hundred square feet (approximately 0.15 acres) shall be allowed to have one-fifth of a fowl unit (six chickens).

Mayor Shepherd opened the public hearing at 7:17 p.m.

Mayor Shepherd asked for public comments.

PUBLIC COMMENT

In Favor

Mindy Rice, resident, expressed that she owned a smaller parcel of property that fell within agricultural zone. She liked the proposal to allow fowl units on those smaller properties.

Jerome Curran, resident, questioned if there was a fee for having chickens. Mr. Brimley stated there would not be a fee for keeping fowls if the resident owned property that was agriculturally zoned. He also briefly explained fees and regulations associated with keeping chickens in residentially zoned areas.

Rio J. Rice, resident, wondered if the agriculturally zoned properties would be allowed to have bigger coops and runs than those specified in the residential zones. Mr. Brimley stated the regulations already in place in the agricultural zones allowed for more flexibility.
Opposed

There were none.

Councilmember Bush moved to close the public hearing at 7:20 p.m. seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

PUBLIC HEARING TO RECEIVE COMMENT ON A ZONING TEXT AMENDMENT TO CITY CODE, TITLE 11 – LAND USE FOR THE REGULATIONS OF ACCESSORY BUILDINGS AND STRUCTURES IN ALL A-1, A-2, AND R-1 ZONING DISTRICTS

A request for amendments to the regulations governing accessory buildings and structures was first heard by the City Council in October 2016. At that time, the Council directed staff to conduct additional study on the matter which included a review of neighboring municipalities’ regulations. Staff studied the matter and made recommendations to have the regulation of accessory buildings moved to Supplemental Regulations in Title 11 of the City Code as well as changes to height requirements, building design, and other requirements. The proposed amendments were meant to allow residents to make better use of their properties related to the construction and use of accessory buildings.

Spencer Brimley, Development Services Manager, discussed a brief history of the accessory building regulations and reviewed the proposed changes to the ordinance.

Mayor Shepherd opened the public hearing at 7:30 p.m.

Mayor Shepherd asked for public comments.

PUBLIC COMMENT

In Favor

Brett Wiggle, resident, indicated he was happy and grateful to see the proposed changes.

Jerome Curran, resident, voiced his support for the new changes.

Opposed

There were none.

Councilmember Peterson moved to close the public hearing at 7:31 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.
The request for the amended Final Subdivision Plat was to reconfigure the lots in the Midtown Village at Legend Hills Subdivision by consolidating the existing three lots into two lots. The site was being considered for a mixed-use development.

Spencer Brimley, Development Services Manager, discussed the plat reconfiguration proposal which would allow for a larger lot of about 9.391 acres on the south and west area of the parcel and a smaller lot of 1.484 acres lot on the northeast corner of the parcel. He stated the proposed plat amendment was consistent with both the General Plan and zoning within the City. Mr. Brimley informed the Council that during the review process for the plat a concern was expressed about the plat needing easements for infrastructure and utility lines along the north and west sides of the parcel. He indicated the amended final plat would include those easements. He also commented staff would be expecting additional applications from the owner related to the development of the property in the near future.

Mayor Shepherd opened the public hearing at 7:33 p.m.

Mayor Shepherd asked for public comments.

PUBLIC COMMENT

Patricia Mower, resident, was concerned with the development of the property and wondered how close buildings would be built near the fence which bordered the Sundowner Condominiums. Mayor Shepherd explained that nothing had been proposed yet for developing the site. He indicated the current request from the developer was mainly to enlarge the parcel on the northeast corner of the site. Mr. Brimley added the easements on the north and the west sides of the parcel would create some separation along those sides of the property. Ms. Mower questioned whether or not homes would be built on the property. Mr. Brimley stated a proposal had not yet been submitted by the developer.

Councilmember Peterson moved to close the public hearing at 7:36 p.m. seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF THE 2017/2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

Councilmember Phipps asked about the individual who made public comment at the last public hearing and whether staff had been able to address his concerns about the City providing CDBG
funding for the Homeowners Association (HOA) to make improvement to its property. JJ Allen, Assistant City Manager, reported staff had met with the individual and discussed the challenges facing the HOA. He continued staff had explained that CDBG funding was not a viable avenue for a solution to those challenges. He explained the City may want to study if there were other ways it could assist with similar challenges being experienced on private properties managed by HOAs.

Councilmember Roper moved to approve the 2017/2018 Community Development Block Grant (CDBG) One-Year Action Plan and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

APPROVAL OF ORDINANCE 2017-06 AMENDING THE CLEARFIELD CITY CODE, TITLE 11 – LAND USE FOR THE REGULATIONS OF ACCESSORY BUILDINGS AND STRUCTURES IN ALL A-1, A-2, AND R-1 ZONING DISTRICTS

Councilmember Phipps asked for clarification on the requirement for a 12-foot distance between the accessory and principal buildings and structures. Mr. Brimley explained that there was already a regulation in place addressing the distance of the accessory building from the primary building on the owner’s property. He continued staff determined it was appropriate to include a requirement of distance from the primary structure for an adjacent property.

Councilmember Bush wondered why only R-1 (single-family) zoned properties were addressed in the proposed ordinance and not R-2 or R-3 (multi-family) zoned properties. Mr. Brimley explained the proposed ordinance stepped away from the zoning of the property and addressed parcel size. He reported staff would look at those zones and make sure the regulations were appropriate and would amend them if necessary.

Councilmember Peterson moved to approve Ordinance 2017-06 amending the Clearfield City Code, Title 11 – Land use for the regulations of accessory buildings and structures in all A-1, A-2, and R-1 zoning districts, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.


Councilmember Bush moved to approve Ordinance 2017-07 amending the Clearfield City Code § 11-8A-11, Agricultural Zone (A-1), and § 11-8B-11, Agricultural Zone (A-2) to allow for the keeping of chickens in the A-1 and A-2 zones, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.
APPROVAL OF THE AMENDED FINAL SUBDIVISION PLAT FOR THE MIDTOWN VILLAGE AT LEGEND HILLS SUBDIVISION LOCATED AT APPROXIMATELY 1850, 1900, AND 1950 EAST 700 SOUTH

Councilmember Phipps asked if the plat would retain the name Midtown Village at Legend Hills. Mr. Brimley explained that was the name on the original plat and typically the name would remain the same unless the new owner wanted to change it.

Councilmember Young moved to approve the amended Final Subdivision Plat for the Midtown Village at Legend Hills Subdivision located at approximately 1850, 1900, and 1950 East and 700 South, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE MORGAN PAVEMENT SUBDIVISION PLAT LOCATED AT 600 AND 624 SOUTH MAIN

Morgan Pavement purchased three lots intending to expand its current operations. The request was to combine the three lots into one which had previously been used as a single family home and demolish two of the buildings while keeping the third for its operations. Site Plan approval would be necessary by the Planning Commission before the site could be developed.

Councilmember Bush moved to approve the Final Subdivision Plat for the Morgan Pavement Subdivision located at 600 and 624 South Main, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

APPROVAL OF A PROCLAMATION DECLARING APRIL 28, 2016 AS ARBOR DAY IN CLEARFIELD CITY

Clearfield City was preparing to celebrate Arbor Day on Friday, April 28, 2017. The City supported all efforts of planting and protecting trees within its boundaries because trees were valuable to the City’s environment. Clearfield had received the “Tree City USA” designation for the past 20 years.

Councilmember Phipps mentioned the Arbor Day celebration scheduled for April 28, 2017 at 10:00 a.m. at Fisher Park and extended an invitation for all to attend and help plant trees.

Councilmember Phipps moved to approve the Proclamation officially declaring April 28, 2017 as Arbor Day” in the City of Clearfield and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.
COMMUNICATION ITEMS

Mayor Shepherd
1. Reported he attended the Davis Education Foundation Gala and enjoyed the associations the City has established with the Davis School District, specifically Clearfield High School and North Davis Junior High School.
2. Thanked staff for its efforts on organizing the Neighborhood Open House at Holt Elementary on April 18, 2017.
3. Reported plans for the Fourth of July celebration were underway and going well.
4. Reported he and JJ Allen, Assistant City Manager, attended a Utah Transit Authority (UTA) Transit Oriented Development Committee meeting. He referred to an article in the Salt Lake Tribune that was critical of UTA which also referenced Clearfield Station. He acknowledged the criticism was a challenge to the City’s efforts to bring Stadler Rail to the site. He reported the City made a presentation to the Committee on the development and the Committee appeared positive about the proposal. He stated the City was working toward getting the Stadler Rail project moving forward because it proposed to bring 1,000 good-paying jobs to the community and region. He emphasized the City had been working to get the property known as Clearfield Station developed for at least ten years. He explained the City was never able to find a developer willing to build a project similar to the Farmington Station project so far off the freeway which limited the properties prospects. He continued the City had worked with UTA and Thackeray Garn for the past five years to develop the property as mixed-use that would include light industrial, commercial/office and housing, but that project stalled out as well. Mayor Shepherd explained the proposal was to replace what was designed to be multiple buildings of light industrial and flex space on a portion of the project with one light manufacturer, Stadler Rail. He emphasized both the State of Utah and Davis County supported the proposal. He indicated there had been negative comments about the City’s involvement with the property. He reiterated Stadler Rail would be a good project for Clearfield and the region. He suggested media coverage on the property and its future would continue and there would be some opposing the project but he wanted to emphasize the benefit of creating 1,000 new high-paying jobs in Clearfield that would benefit UTA’s ridership while trying to avoid additional low-income housing.
5. Announced the new Dollar Tree on North Main Street would be having a ribbon cutting ceremony on Saturday, April 29, 2017.
6. Updated Council about UDOT plans regarding its 650 North Construction Project. He stated travelers could be affected on 650 North because of eastbound lane closures during May 1-12, 2017. He continued the neighborhood west of Main Street would need to exit the neighborhood from either 300 North or 800 North roads.

Councilmember Bush
1. Stated he had enjoyed the Open House at Holt Elementary.
2. Reported he had attended the water conference in St. George and it was good.
3. Reported Take Pride in Clearfield Day would be held Saturday, April 29, 2017 at Fisher Park and would begin with a light breakfast at 7:30 a.m. and continue with projects in various locations around the City.

Councilmember Peterson –attended the Utah Crime Victims Conference and gained a better understanding of the long term toll that repeatedly impacted police officers, growing suicide rates, and mass casualties. She stated she would provide more details during the work session scheduled for May 9, 2017.

Councilmember Phipps
1. Echoed the comments by others about the Neighborhood Open House meeting.
2. Expressed appreciation to staff for the time and effort in making everything happen behind the scenes for the agenda items. He specifically thanked staff for the extra work on the accessory building proposal.
3. Reported Wasatch Integrated Waste Facility was continuing its work to close the burn plant by the end of May 2017.

**Councilmember Roper**
1. Reported he attended the Davis Education Foundation Gala and appreciated being a part of it. He stated the event garnered about $300,000 for the Foundation.
2. Expressed a big thanks to residents who attended the Neighborhood Open House at Holt Elementary. He appreciated meeting many who approached him at that meeting.

**Councilmember Young**–nothing to report.

**STAFF REPORTS**

*JJ Allen, Assistant City Manager* – mentioned that Wednesday, April 26, 2017 would be Administrative Assistant’s Day. He expressed appreciation to all the administrative professionals throughout the organization.

*Eric Howes, Community Services Director* – provided more information about the Arbor Day Celebration on Friday, April 28, 2017 at 10:00 a.m. at Fisher Park which would include planting of trees, reading of books by Davis County Library staff, and eating of pizza donated by Lucky Slice. He also encouraged participation on Saturday, April 29, 2017 with the annual Take Pride in Clearfield event which would begin at 7:30 a.m. at Fisher Park. Mr. Howes stated the City would be providing dumpsters in neighborhoods for projects and have additional projects at Fisher and Bicentennial Parks. He said a light breakfast with muffins and juice would be available and encouraged everyone to attend.

*Greg Krusi, Police Chief* – announced the Community Outreach for Cultural Diversity event scheduled for Friday, May 5, 2017 at the Aquatic Center from 6:00 p.m. to 8:00 p.m. He explained the Police Department was working with Latinos in Action, Azteca De Oro Market, North Davis Fire District, Davis County Sheriff’s Department, AirMed, Clearfield Aquatic Center, and several other local businesses to provide free swimming, prizes, food, and entertainment for the community at the event.

*Stuart Williams, City Attorney* – thanked Councilmember Peterson for attending the Utah Crime Victims Conference and thought it was worth noting that Clearfield City had an elected official in attendance.

*Nancy Dean, City Recorder* – reviewed the Council’s schedule:
- Work session scheduled for Tuesday, May 2, 2017
- Work and policy session scheduled for Tuesday, May 9, 2017
- Joint work session with the Planning Commission scheduled for Tuesday, May 16, 2017 (Mayor will be out of town)
- Work and policy session scheduled for Tuesday, May 23, 2017
- Neighborhood open house at Wasatch Elementary scheduled for Tuesday, May 30, 2017

There being no further business to come before the Council, **Councilmember Peterson moved to adjourn at 8:08 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.**
PRESIDING: Mark Shepherd Mayor

PRESENT: Kent Bush Councilmember
      Nike Peterson Councilmember
      Vern Phipps Councilmember
      Tim Roper Councilmember
      Bruce Young Councilmember

STAFF PRESENT: Adam Lenhard City Manager
                Stuart Williams City Attorney
                Greg Krusi Police Chief
                Eric Howes Community Services Director
                Summer Palmer Administrative Services Director
                Rich Knapp Finance Manager
                Lee Naylor Accountant
                Trevor Cahoon Communications Coordinator
                Nancy Dean City Recorder
                Wendy Page Deputy Recorder

EXCUSED: JJ Allen Assistant City Manager

VISITORS: Bob Bercher, Kristine, Kunzler, Brock Kunzler, Mark Becraft, Daxtin Becraft, Koral Vasquez, Kathryn Murray

Mayor Shepherd called the meeting to order at 7:03 p.m.

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

Councilmember Bush conducted the Opening Ceremony.

CITIZEN COMMENTS

There were no citizen comments.

ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2017/2018 AND SET A PUBLIC HEARING FOR JUNE 13, 2017 TO RECEIVE PUBLIC INPUT ON THE BUDGET

Rich Knapp, Finance Manager, reviewed brief highlights of the tentative budget which included the total expenditures of about $42 million for all funds. He noted key changes in revenue were increases to sales tax revenue and Aquatic and Fitness Center revenue. He also explained the General Fund excess of reserve monies totaling $1.42 million had been allocated to new capital
improvement projects. Mr. Knapp stated the City had a balanced budget with a healthy reserve in the General Fund and all funds. He urged the public to review the tentative budget on the City website.

Councilmember Young moved to adopt the tentative budget for fiscal year 2017/2018 and set a public hearing on the budget for June 13, 2017 at 7:00 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID FOR THE CUSTOMER SERVICE CENTER REMODEL PROJECT TO CINNAMON CREEK CONSTRUCTION

Staff solicited bids for the Customer Service Center Remodel Project. Three vendors submitted qualified bids. Cinnamon Creek Construction’s bid of $144,565 was the lowest bid for the advertised project, and it was reviewed and found to meet the conditions required in the contract documents.

Summer Palmer, Administrative Services Director, recommended the bid be awarded to Cinnamon Creek Construction. Councilmember Phipps asked if Cinnamon Creek had experience with the type of work needed for the project. Ms. Palmer indicated that CEC, Civil Engineering Consultants, had checked the references and found that Cinnamon Creek had worked as a general contractor and subcontractor on several public and private projects. Adam Lenhard, City Manager, mentioned Cinnamon Creek Construction recently received the Small Business of the Year Award from the State of Utah.

Councilmember Phipps wondered if there was a schedule for the project. Ms. Palmer outlined construction would begin once the contract was signed and the anticipated completion date would be August 31, 2017. Councilmember Phipps wanted to validate there would be a plan in place for public service while the construction took place. Ms. Palmer explained business would proceed as usual. She indicated the Community Services Department had already moved from the project construction area and relocated to the offices previously used by the Finance Department. She also explained a temporary wall would be in place so the kiosk could still be staffed to assist the public during the construction.

Councilmember Peterson moved to approve the award of bid for the Customer Service Center Remodel Project at 55 South State Street to Cinnamon Creek Construction for the bid amount of $144,565 and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID FOR THE FINANCE, HR/PAYROLL AND COMMUNITY DEVELOPMENT SOFTWARE TO TYLER TECHNOLOGIES

Clearfield City used Sungard software for purchasing, payroll, HR, accounting, asset tracking, budget, timekeeping, permits, land use, and business licensing. The customer service, company stability, reporting and software support, and development were deteriorating. Staff solicited proposals to replace the existing software. The City received three qualified bids and the
recommended software included digital content management, support, upgrades, modern and supported database, and integrates well to increase efficiency. Tyler Technologies’ bid amount of $386,554 for Munis software rated highest based on the combination of the written proposal and the demonstration.

Rich Knapp, Finance Manager, stated the initial cost for this project would not include the utilities component which would be added at a later date for an additional $40,000. He continued the software currently being used for utility billing had not been problematic and could wait to be replaced. He explained the yearly maintenance costs would be reduced with the purchase.

Councilmember Roper asked how long it would take to transition to the new software and what problems could be expected. Mr. Knapp admitted it could take longer than he initially thought after checking with other cities that had transitioned to the software, but he expected it would be functioning within ten months.

Councilmember Phipps questioned if software systems would be running parallel for a while. Mr. Knapp confirmed that both systems would be needed for a time while data was transferred manually to the new system.

Councilmember Roper moved to approve the award of bid for the finance, HR/payroll and community development software to Tyler Technologies for the bid amount of $386,554 and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID FOR THE TIMEKEEPING SYSTEM TO TIMECLOCK PLUS

Clearfield City currently uses Sungard for timekeeping. The customer service, company stability, reporting and software support and development have been deteriorating. Staff solicited proposals for a timekeeping system. Six proposals were received and four were selected based on ratings from the proposals for demonstrations. TimeClock Plus with a bid amount of $25,900 rated the highest based on the combination of the written proposal and the demonstration.

Rich Knapp, Finance Manager, explained the desire to bid this separately from other software because of the different market and additional options. The current system is simple and not providing much data. This new system would be more customizable and it would interface with the new financial software. Data could be accessible by supervisors which was also a desired feature. Mr. Knapp discussed the potential of purchasing additional time clocks in the future.

Councilmember Peterson moved to approve the award of bid for the timekeeping system to TimeClock Plus for the bid amount of $25,900 and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.
COMMUNICATION ITEMS

Mayor Shepherd
1- Reported he’d be in Washington DC the week of May 15-19, 2017.
2- Attended a meeting with representatives of Sunset City and the Fire District where it was proposed Sunset City join the North Davis Fire District and partner with them for services. There were many concerned residents and some misunderstandings and the Sunset City Council would be making a final decision shortly.
3- Reported he, Adam Lenhard, and JJ Allen met with Utility Trailer to discuss its need to expand. The City should see plans coming in the near future regarding its expansion. He informed the Council that Utility Trailer produced sixty refrigerated truck trailers each day. He indicated it needed room to store those trailers while they were awaiting shipment or pickup.
4- Reported the Utah Transit Authority (UTA) would be holding a meeting for public comment in the City Council Chambers on Wednesday, May 10, 2017. He encouraged attendance at the meeting.

Councilmember Bush
1- Attended a School Board meeting on April 27, 2017.
2- Attended the following city events: Arbor Day on April 28, 2017, Take Pride in Clearfield Day on April 29, 2017, and the Neighborhood Outreach on May 5, 2017. He expressed thanks to staff for coordinating those events.

Councilmember Peterson
1- Recognized staff for its work with recent City events. She indicated she had received positive feedback about the City’s outreach event as well as the participation with several local groups, specifically Latinos in Action Clubs from North Davis Jr. High and Clearfield High School (CHS), and the North Davis Fire District.
2- Reported the welding department at CHS would be partnering with the City Council to build the Council’s float for the Fourth of July parade. She reminded the Council there would be a mandatory float build day.

Councilmember Phipps
1- Expressed appreciation for staff and volunteers who helped with all the work during Take Pride in Clearfield Day.
2- Expressed appreciation for staff who put the community outreach event together and commented it was a positive event for the City.
3- Reported on news from Wasatch Integrated about the burn plant being shut down. He mentioned odor problems had been reported in South Weber which might cause the facility to make some changes to help control that odor. He explained green waste caused odor, so expanding green waste recycling would be a topic of discussion for the District.
4- Commented he was a member of the Hill AFB Environmental Restoration Advisory Board which was dealing with the groundwater contaminations issue in the area. He updated the Council on the underground plume in the area near 650 North and complimented the efforts made to reduce contaminants by forty percent over the past two years by using Crisco oils. He also noted the indoor air sampling program has been closed due to findings that there was no reason for remediation in the Clearfield area.
Councilmember Roper – reported he had a great time at the cultural event. Chief Krusi was recognized for the police department efforts with coordinating the event.

Councilmember Young – expressed appreciation for staff and volunteers who helped with Take Pride in Clearfield Day.

STAFF REPORTS

Adam Lenhard, City Manager
1- Reported the monthly report was emailed to Council for review.
2- Thanked Chief Krusi and Chief Becraft for efforts with the outreach event on May 5, 2017.
3- Expressed appreciation to staff for time spent in budget preparation. He mentioned construction costs were escalating causing City projects to cost more than anticipated. He informed the Council that he had asked staff to review the budgets for upcoming projects and try to anticipate the cost increases to keep the City’s budget in line. He added the goals were to get the best numbers in the tentative budget so there were no surprises and the best awards were presented to the Council. He expressed his appreciation for the Council’s support of the tentative budget.

Nancy Dean, City Recorder – Reviewed the Council’s schedule:
- No meeting on May 16, 2017
- Work and policy session on May 23, 2017
- Neighborhood Open House on May 30, 2017 at Wasatch Elementary
- Work and policy session on June 13, 2017
- Joint meeting with the Planning Commission on June 20, 2017
- Work and policy session on June 27, 2017

Councilmember Bush moved to adjourn and reconvene as the CDRA at 7:31 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

**The minutes for the CDRA are in a separate location**
TO: Mayor Shepherd, City Council and Executive Staff

FROM: Spencer W. Brimley, MRED
Development Services Manager
Spencer.Brimley@clearfieldcity.org (801) 525-2785

MEETING DATE: Tuesday, May 23, 2017

SUBJECT: Public Hearing, Discussion and Possible Action on RZN 1703-0003 a request by Craig Winder on behalf of Ironwood Development to Rezone a parcel from Commercial (C-2) to Residential (R-3), located at 823 West 1600 South (TIN: 12-854-0026). The total parcel is approximately 1.88 acres.

RECOMMENDATION

Approve as proposed, Approve with amendments, or Deny, RZN 1703-0003 a request by Craig Winder on behalf of Ironwood Development to Rezone a parcel from Commercial (C-2) to Residential (R-3), located at 823 West 1600 South (TIN: 12-854-0026), based on the discussion and findings in the Staff Report.

Planning Commission heard this item at their meeting on Wednesday, May 3, 2017 and recommended approval of the zone change, to the City Council, based on conditions stated in staff report.

PROJECT SUMMARY

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<tr>
<th>Project Information</th>
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<tr>
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<td>Site Location</td>
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### Table: Surrounding Properties and Uses

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<th>South</th>
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<td>Power corridor</td>
<td>America First, Jones Car Care</td>
<td>Commercial Subdivision</td>
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<td>A-1 (Agricultural)</td>
<td>C-2 (Commercial)</td>
<td>C-2 (Commercial)</td>
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<tr>
<td>Residential</td>
<td>Manufacturing</td>
<td>Commercial</td>
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### BACKGROUND

**April 1998** - Rezoning of 16 acres referred to as “Wilcox’s Corner” from A-1 to C-2

**March 2010** - Planning Commission recommends denial of request for General Plan Amendment from Commercial to Residential of Lot 14 of Wilcox Farms

**March 2010** - General Plan Amendment for Lot 14 Wilcox Farms request withdrawn

**April 2010** - Planning Commission recommends approval of request for a General Plan Amendment from Commercial to Residential of Lot 14, part of Lot 15, parcel 12-391-0017 and a portion of the parcel at 1525 south and 1000 west.

**April 2010** - Council approves General Plan Amendment from Commercial to Residential of Lot 14, part of Lot 15, parcel 12-391-0017 and a portion of the parcel at 1525 south and 1000 west.

**June 2013** - Planning Commission continues item RZN 1303-0004 at the applicant’s request, a request by Con Wilcox to rezone from C-2 to R-2 based on a denial recommendation due to limitation in General Plan to allow rezones for any additional property to multi-family in Clearfield City.

**December 2014** - Council approves General Plan Amendment removing language from Chapter 4 of the City’s Affordable Housing Element which restricted any rezones to multi-family zoning classifications outside of a mixed-use zone.

**May 2015** - The City Council upon recommendation from the Planning Commission and consideration of the proposal, denied Ordinance 2015-11 related to application RZN 1504-0001. The City Council suggested the applicant may want to consider reapplication with additional information which included what the plan would be for development of the property to the north. Also, the concept plan for the property to be rezoned was in conflict with the Master Street Plan.

**August 2015** – Master Streets plan is amended to allow removal of the 750 west connection to the north. This was done because of the viability of that road through the Rocky Mountain Power corridor was not feasible in the long term.
September 2015 – The City Council asked for more information from the applicant relative to the product type proposed. Applicant proposed townhomes, but failed to continue the process to completion, subsequently losing all land use approvals due to inactivity.

ANALYSIS

Zoning Map Amendment Information:

Clearfield City Zoning Map Amendment Requested: Parcel in question has been outlined in yellow to indicate the change from C-2 (Commercial) to R-3 (Multi-Family Residential).

The proposal includes a request for approximately 1.88 acres to be rezoned from C-2 (Commercial) to the R-3 (Multi-family Residential) zone with the intent to construct for sale townhomes on the property. Should the project continue to move forward, staff has recommended previously that a development agreement be considered between the applicant and the City specifying design standards including, but not limited to, exterior building materials, colors and design elements for elevations of the proposed project. This would also allow the developer some flexibility in the site design to accommodate the allowable density for the site.

The applicant has provided a preliminary site plan for the development. The applicant has stated that they would like to develop townhomes on the site at the maximum density (16 units/acre). The proposal is a for sale product that would be platted to create individually owned lots. Staff receive a preliminary elevation of the buildings. The request would allow for multi-family development (attached townhomes) with a maximum of 16 units to the acres. The maximum density being achieved is a function of the applicant’s ability to meet all other requirements for site development. Open space would be required at no less than 25%, setbacks for the buildings must be satisfied, along with parking. Parking requires 2.125 spaces per unit with any fraction of a space raised to the next whole number (example: 3 dwellings = 6.375 spaces, which is rounded up to 7) and at least 1 space per unit shall be covered.

General Plan and Zoning

This area had received approval for an amendment to the General Plan for residential in 2010. The general designation was changed to allow for residential uses which still requires conformance with the General Plan for zoning. A request for a rezone from C-2 (Commercial) to R-3 (Multiple-family Residential) is consistent with the current General Plan, since the General Plan shows this area as residential and not
commercial for the foreseeable future. Rezone requests are not obligatory, but are discretionary. The change to the General Plan in December 2014 allows the City to review rezone requests to multi-family on a case by case basis, evaluating the merits of each specific project.

**Zoning Map Amendment**
The applicant is requesting 1.88 acres be rezoned to R-3 (Multi-Family Residential) from C-2 (Commercial) to allow for development of attached townhomes. Maximum density on the lot would not be allowed to 16 units/acre, should the request be approved. However the applicant will be required to meet all other standards for development including, but not limited to parking, landscaping and site and building design standards. R-3 zoning requires that there would need to be at least one covered stall per unit as well. The project is proposed to be accessed off an extension of 1600 south which is a public street configured as a cul-de-sac.

**Public Comment**
No public comment has been received to date.

**FINDINGS**

**Zoning Map Amendment**
Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Map Amendments. The findings and staff’s evaluation are outlined below:

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
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<tr>
<td>1) The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>This condition can be met. The General Plan land use designation is Residential. The R-3 Zone is consistent with a permitted use in the land use category shown as Residential.</td>
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<td>2) Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>Recent changes to the General Plan language allow multi-family rezone requests to be considered on a case by case basis.</td>
</tr>
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</table>

**CONDITIONS OF APPROVAL**
1. The zone change to the Zoning Map Amendment be conditioned upon submittal and approval of a Site Plan, and,
2. A development agreement with the City be approved, fully executed, and recorded against the property in conformance with the Site Plan.

**ATTACHMENTS**
1. Preliminary Site Plan
2. Building elevations/renderings
CLEARFIELD CITY ORDINANCE 2017-08

AN ORDINANCE REZONING THE 1.88 ACRES OF THE PROPERTY LOCATED AT 823 WEST 1600 SOUTH (TIN: 12-854-0026) IN CLEARFIELD, DAVIS COUNTY, UTAH, FROM (C-2) COMMERCIAL TO (R-3) RESIDENTIAL AND AMENDING THE CLEARFIELD CITY ZONING MAP ACCORDINGLY.

PREAMBLE: This Ordinance rezones the 1.88 acres of the property located at 823 West 1600 South (TIN: 12-854-0026) in Clearfield, Davis County, Utah, from (C-2) Commercial to (R-3) Residential and amends the City’s Zoning Map to reflect those changes. The new zoning designation set forth in this ordinance, which will only take effect after the developer meets the stated conditions precedent, is in accordance with the City’s General Plan and General Plan Map and maintains consistency between the City’s Land Use Ordinance and the General Plan.

WHEREAS, pursuant to an application received by the City’s Community Development office, the City Council must consider a change in the zoning for 1.88 acres of the property located at 823 West 1600 South; and

WHEREAS, following proper notice, as set forth by state law and the City’s Land Use Ordinance, the City Council held a public hearing on the application for a change in the zoning for this property and allowed for public comment thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing, the developer/landowner’s position, as well as the Planning Commission’s recommendations regarding the proposed rezone; and

WHEREAS, following its public deliberation, the City Council has determined that upon the developer meeting certain conditions precedent as set forth herein, the zoning changes listed below are in the best interests of Clearfield City and its residents and will most effectively implement the City’s planning efforts while allowing the subject property to be put to its highest and best use;

NOW THEREFORE BE IT ORDAINED by the Clearfield City Council that:

Section 1. Zoning Changes: The zoning for the following property will be hereby changed as specified below:

After the developer has met the conditions precedent recommended by the City’s Staff, including but not limited to the following: 1) a Site Plan being submitted and approved by the Planning Commission, and, 2) a development agreement with the City being approved, fully executed, and recorded against the property as currently configured; then the 1.88 acres of the property located at 823 West 1600 South (TIN: 12-854-0026) in Clearfield, Davis County, Utah, will be rezoned from (C-2) Commercial to (R-3) Residential.
Section 2. Amendments to Zoning Map: Once the conditions precedent as set forth in Section 1 above have been met by the developer and the property has been rezoned from (C-2) Commercial to (R-3) Residential, then the Clearfield City Zoning Map will be amended to reflect the changes in zoning outlined in Section 1 above and the City’s Development Services Manager is hereby directed to have a new Zoning Map prepared showing said rezoning.

Section 3. Effective Date: This Ordinance shall become effective only upon the developer’s meeting of the conditions precedent recommended by the Planning Commission as well as those set forth above and its posting in three public places within Clearfield.

Dated this 23rd day of May, 2017, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

___________________________________
Mark R. Shepherd, Mayor

ATTEST

_________________________________
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:
TO: Mayor Shepherd, City Council, and Executive Staff

FROM: Spencer W. Brimley, MRED
Development Services Manager
Spencer.Brimley@clearfieldcity.org (801) 525-2785

MEETING DATE: Wednesday, May 23, 2017

SUBJECT: Discussion and Possible Action FSP 1612-0003, a request by Mike Dawson, for Final Subdivision Plat, to combine two parcels for the expansion of an existing business located at 171 West 200 South (TIN: 12-022-0097). The parcel is approximately 2.068 acres and is located in an M-1 (Manufacturing) zoning district.

RECOMMENDATIONS
Move to approve as conditioned, FSP 1612-0003, a request by Mike Dawson, for approval of a Preliminary Subdivision Plat, to combine two parcels for an expansion of an existing business located at 171 West 200 South (TIN: 12-022-0097), based on the discussion and findings in the Staff Report.

At their meeting on Wednesday, May 3, 2017 the Planning Commission approved the Preliminary Plat and recommended approval of the final plat.

PROJECT SUMMARY

<table>
<thead>
<tr>
<th>Project Information</th>
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<tbody>
<tr>
<td>Project Name</td>
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<tr>
<td>Site Location</td>
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<tr>
<td>Tax ID Number</td>
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<tr>
<td>Applicant</td>
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<tr>
<td>Owner</td>
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<tr>
<td>Proposed Actions</td>
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<tr>
<td>Current Zoning</td>
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<tr>
<td>Land Use Classification</td>
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<tr>
<td>Gross Site</td>
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</table>
HISTORY

December 2008  Initial Site Plan approval was obtained for the 2,400 square foot industrial building and other incidental site improvements.

May 2011  Expansion of storage was approved by the PC.

August 2016  Illegal consolidation of parcels 12-022-0045 and 12-022-0070 to form parcel tax ID 12-022-0097.

Surrounding Properties and Uses: | Current Zoning District | Comprehensive Plan Land Use Classification |
---|---|---|
North | Wedgewood Estates No. 2 Subdivision | R-1-8 (SF Residential) | Residential |
East | Developed property | M-1 (Manufacturing Zone) | Business Park |
South | Railroad Line (Syracuse Branch O.S.L), then developed manufacturing use | M-1 (Manufacturing Zone) | Business Park |
West | undeveloped property | M-1 (Manufacturing Zone) | Business Park |

Zoning and Vicinity Map
ANALYSIS

General Plan and Zoning
The property is General Planned Business Park, zoned Manufacturing (M-1), and is located off 200 South at 171 West 200 South. The parcel is approximately 2.078 acres in size. The applicant will expanding their business and has received conditional approval from the PC, pending all required items being completed. The expansion will allow for a new 2 story building with some new buildings that will be used for storage of materials and product for the business.

Subdivision Plat Review
This request is for the consolidation of what was previously two lots. The applicant recorded a new description that shows the parcels in Davis County records as one. However a subdivision is required to legally combine the parcels. Approval of the CUP and Site plan are contingent on the approval of the Final Plat.

Public Works and Engineering have done an initial review of the proposal, and are comfortable with the subdivision as proposed. Typical subdivision requirements mandate the installation of public improvements. Staff has received a recommendation from the City Engineer and Public works department for a deferral agreement for improvements along the frontage of the property. Requiring improvements along this portion of the street, without the adjoining properties being improved may cause run off and other negative impacts. Staff is supportive of this and is requiring a deferral agreement to be signed by the owner to defer the installation of frontage improvements to a future date. The current agreement does not have a sunset date, but will remain in place until such time that the improvement are completed. Staff is proposing a 10 foot PUE around the perimeter of the subdivision except along eastern property line, where buildings currently exist and will be expanded.

Public Comment
No public comment has been received to date.

CONDITIONS OF APPROVAL

1) The final engineering design (Improvement Plans) shall meet City standards and be to the satisfaction of the City Engineer.

2) The applicant shall correct the Plat to include all red-lines from Planning, Engineering, and Public Works Departments, including but not limited to necessary easements, addresses, and other call-outs as required.

3) Pursuant to the Subdivision Ordinance 12-4-5, an estimate of public improvements (as outlined in 12-4-6), shall be submitted, reviewed and approved by the City Engineer prior to obtaining building permits.

4) Deferral agreement for frontage improvements must be executed and recorded prior to final recording of the plat.

5) An Escrow agreement will be subject to approval by the City Engineer and City Attorney and an escrow account shall be established prior to obtaining any permits being issued for the properties or plat being recorded. Installation of required improvements or an escrow account shall be established prior to recordation of the Final Plat as outlined in Clearfield Subdivision Ordinance 12-4-6.

ATTACHMENTS

1. Final Subdivision Plat
2. Building elevations
BACKGROUND: Title 1, Chapter 7, Section 2 of the Clearfield City Municipal Code is titled “Campaign Finance Disclosure Requirements” and was adopted by the City in 1995, and once amended in 2000 (1-7-2). The intent of the section was to supplement, in accordance with the law, Title 10, Chapter 3, Section 208 of the Utah State Code, titled “Campaign finance disclosure in municipal elections,” with certain more restrictive disclosure requirements (Utah Code 10-3-208).

Since the sole amendment of 1-7-2 in 2000, the Utah State Legislature has incorporated the once supplemental more restrictive language provided for within 1-7-2 into Utah Code 10-3-208. After careful review of 1-7-2 and Utah Code 10-3-208, staff determined that the once more restrictive supplementalations outlined in 1-7-2 are no longer necessary in that they are duplicative, and may result in unnecessary confusion by requiring a candidate to study and interpret two codes rather than one. As such, staff recommends that the current language of 1-7-2 be stricken and replaced with reference to the Utah State Code 10-3-208, as amended, to comply with current existing law.

CLEARFIELD CITY CODE

1-7-2: CAMPAIGN FINANCE DISCLOSURE REQUIREMENTS:

All candidates for elective municipal office shall comply with the following campaign disclosure requirements:

A. Definitions:

CANDIDATE: Any person who files a declaration of candidacy for an elective office of the city; or is nominated by a committee or party; or received contributions or made expenditures or consents to another person receiving contributions or making expenditures with a view to bringing about such person's nomination or election to such office; or causes on his or her behalf any written material or advertisement to be printed, published, broadcast, distributed or disseminated which indicates an intention to seek such office.

CONTRIBUTION: Monetary and nonmonetary contributions, such as in-kind contributions and contributions of tangible things, but shall not include personal services provided without compensation by individuals volunteering their time on behalf of a candidate.
ELECTION: Both primary and final elections.

EXPENDITURE: A purchase, payment, distribution, loan, advance, deposit or gift of money or anything of value made for the purpose of influencing the nomination or election of any candidate.

B. Filing Of Disclosure Reports: Each candidate for elective offices shall file with the city recorder, dated, signed and sworn financial reports which comply with this section as outlined below:

1. All Candidates: All candidates in the primary municipal election shall file the first campaign financial statement at least seven (7) days, but not more than fourteen (14) days before the municipal primary election. The first campaign financial statement shall include contributions received and expenditures made from the date of the first campaign contribution or expenditure until fourteen (14) days before the date of the primary municipal election.

2. Candidates Eliminated At Primary Municipal Election: Candidates who are eliminated at the primary municipal election shall file a second campaign financial statement within thirty (30) days after the primary municipal election. The second campaign financial statement shall include contributions received and expenditures made from thirteen (13) days before the primary municipal election until the date the candidate files this second campaign financial statement.

3. Candidates In General Municipal Election: Candidates in the municipal general election shall file the following campaign financial statements:
   a. A second campaign financial statement shall be filed at least seven (7) days, but not more than fourteen (14) days, before the general municipal election. The second campaign financial statement shall include contributions received and expenditures made from thirteen (13) days before the primary municipal election until fourteen (14) days before the general municipal election.
   b. A third campaign financial statement shall be filed within thirty (30) days after the municipal general election. The third campaign financial statement shall include contributions received and expenditures made from thirteen (13) days before the general municipal election until the date the candidate files the third campaign financial statement.

C. Contents Of Statements: The statements filed shall include:

1. A list of each contribution of more than fifty dollars ($50.00) received by the candidate and the name of the donor;

2. An aggregate total of all contributions of fifty dollars ($50.00) or less received by the candidate; and

3. A list of each expenditure for political purposes made during the campaign period and the recipient of each expenditure.

2016 HOUSE BILL 290

1. Amended Utah State Code § 10-3-208 by adding the requirement for a campaign financial disclosure filing before the primary.
2. Removed the requirement to report the aggregate total of all contributions of $50 or less and replaced with the requirement to report each contribution and expenditure.

3. Added a definition of “Anonymous Donation” and established the requirement that anonymous donations of $50 dollars or less be disbursed by the candidate to the State of City Treasurer of a 501(c)(3).
1-7-2: CAMPAIGN FINANCE DISCLOSURE REQUIREMENTS:

The city hereby adopts all the definitions, requirements, regulations, prohibitions, penalties, provisions and section of the Utah State Code, as amended (Title 10, Chapter 3).

All candidates for elective municipal office shall comply with the following campaign disclosure requirements:

A. Definitions:

CANDIDATE: Any person who files a declaration of candidacy for an elective office of the city; or is nominated by a committee or party; or received contributions or made expenditures or consents to another person receiving contributions or making expenditures with a view to bringing about such person's nomination or election to such office; or causes on his or her behalf any written material or advertisement to be printed, published, broadcast, distributed or disseminated which indicates an intention to seek such office.

CONTRIBUTION: Monetary and nonmonetary contributions, such as in-kind contributions and contributions of tangible things, but shall not include personal services provided without compensation by individuals volunteering their time on behalf of a candidate.

ELECTION: Both primary and final elections.

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2. An aggregate total of all contributions of fifty dollars ($50.00) or less received by the candidate; and
3. A list of each expenditure for political purposes made during the campaign period and the recipient of each expenditure.

D. Public Information: The statements required by this section shall be public documents and shall be available for public inspection and copying during all regular city business hours. (Ord. 95-8, 8-8-1995)

E. Penalty For Noncompliance: Any person who fails to comply with this section is guilty of an infraction and upon conviction thereof shall be subject to penalty as provided in section 1.4.1 of this code. Each and every failure to file the required campaign financial statement shall constitute a separate offense. (Ord. 95-8, 8-8-1995; amd. 2000 Code)
CLEARFIELD CITY ORDINANCE 2017-09

AN ORDINANCE AMENDING TITLE 1 OF THE CLEARFIELD CITY CODE

PREAMBLE: This Ordinance amends Title 1 of the Clearfield City Code by amending all of Chapter 7, Section 2 – Campaign Financial Disclosure Requirements.

BE IT ORDAINED BY THE CLEARFIELD CITY COUNCIL:

Section 1. Enactment:

Title 1, Chapter 7, Section 2, Campaign Financial Disclosure Requirements is hereby amended to read as follows:

1-7-2: CAMPAIGN FINANCE DISCLOSURE REQUIREMENTS:

The city hereby adopts all the definitions, requirements, regulations, prohibitions, penalties, provisions and section of the Utah State Code, as amended (Title 10, Chapter 3).

Section 2. Repealer: Any provision or ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. Effective Date: These amendments shall become effective immediately upon passage and posting.

Passed and adopted by the Clearfield City Council this 23rd day of May, 2017.

CLEARFIELD CITY CORPORATION

_______________________________
Mark R. Shepherd, Mayor

ATTEST:

_______________________________
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY: