PRESIDING: Nike Peterson Mayor Pro Tem

PRESENT: Tim Roper Councilmember
         Karece Thompson Councilmember

EXCUSED: Mark Shepherd Mayor
         Kent Bush Councilmember
         Vern Phipps Councilmember

STAFF PRESENT: JJ Allen City Manager
               Summer Palmer Assistant City Manager
               Stuart Williams City Attorney
               Spencer Brimley Community Development Director
               Trevor Cahoon Communications Coordinator
               Nancy Dean City Recorder
               Wendy Page Deputy Recorder


Mayor Pro Tem Peterson called the meeting to order at 7:00 p.m.

Mayor Pro Tem Peterson informed the audience that if they would like to comment during the Public Hearing or Open Comment Period there were forms to fill out by the door.

Councilmember Roper led the opening ceremonies.


Councilmember Roper moved to approve the minutes from the January 16, 2018 work session, the January 23, 2018 work session, the January 30, 2018 work session, the February 20, 2018 work session, the February 27, 2018 policy session, and the March 6, 2018 work session, as written, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Roper and Thompson. Voting NO – None. Councilmembers Bush and Phipps were not present for the vote.
PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) ONE-YEAR ACTION PLAN FOR PROGRAM YEAR JULY 1, 2018 TO JUNE 30, 2019

Spencer Brimley, Community Development Director, stated the 2018/2019 Community Development Block Grant (CDBG) One Year Action Plan had been prepared and would be available for review during the open comment period until April 24, 2018. He explained staff met with the City Council in work session on January 23, 2018 to plan how to program the estimated $178,544 of CDBG funds for the upcoming year. Mr. Brimley indicated funding would be allocated towards administrative costs, capital improvements and public service programs including Open Doors, Davis Community Learning Center, and Safe Harbor. He indicated the current public hearing would open the 30-day comment period.

Mayor Pro Tem Peterson opened the public hearing at 7:04 p.m.

Mayor Pro Tem Peterson asked for public comments.

There were no public comments.

Councilmember Roper moved to close the public hearing at 7:05 p.m. seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Roper and Thompson. Voting NO – None. Councilmembers Bush and Phipps were not present for the vote.

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF THE MAYOR’S PROPOSED APPOINTMENT OF EDEN BUSH AS YOUTH AMBASSADOR TO THE PLANNING COMMISSION

Tim Roper stated the Youth Commission was recently organized and Mayor Shepherd along with the City Council desired to engage youth serving with participation on various boards of the City. He mentioned three youth were interviewed on January 23, 2018 for the Planning Commission. He complimented Eden Bush for her interview and acknowledged her efforts with the Youth Commission. He announced Mayor Shepherd was recommending Eden Bush be considered for appointment as a Youth Ambassador to the Planning Commission.

Councilmember Thompson moved to approve the Mayor’s appointment of Eden Bush as Youth Ambassador to the Planning Commission with a term expiring March 31, 2019, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Roper and Thompson. Voting NO – None. Councilmembers Bush and Phipps were not present for the vote.

COMMUNICATION ITEMS

Mayor Pro Tem Peterson – nothing to report.
Councilmember Roper – expressed his gratitude for the support he and his family received at the recent passing of his father. He recognized his father’s recent memorable experience was meeting Governor Herbert at City Hall during the Oath of Office Ceremony held on January 2, 2018. He thanked those who attended the viewing or funeral and expressed appreciation for the beautiful flowers sent from the City.

Councilmember Thompson – nothing to report.

STAFF REPORTS

JJ Allen, City Manager
1. Apologized the monthly report had not been distributed yet; however, he planned to have it out by the end of the week.
2. Reported meeting earlier in the day with the officials from Davis County to discuss plans about relocating the library to the northwest corner of Center and State Street. He indicated plans were moving forward and the next step would be a memorandum of understanding (MOU) between the City and County which was being drafted by the County.
3. Announced the first round of staff budget meetings were complete and preparations were beginning for the draft budget which would be reviewed during future work sessions.
4. Reported an email had been sent prior to the meeting regarding Mabey Place and its redevelopment efforts. He encouraged review and requested contact if there were additional questions.
5. Recognized the open house meeting on March 6, 2018 was a great event, well attended, and the City also received valuable feedback on form based code and other aspects and functions of the City.

Nancy Dean, City Recorder – reviewed the Council’s schedule:
- No meetings on March 20, 2018 due to political Caucus meetings that evening
- Work Session on Thursday, March 22, 2018
- Work and Policy Session on March 27, 2018
- Work Session on April 3, 2018
- Work and Policy Session on April 10, 2018
- Work Session on April 17, 2018
- Work and Policy Session on April 24, 2018
There being no further business to come before the Council, **Councilmember Roper moved to adjourn at 7:12 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Roper, and Thompson. Voting NO – None. Councilmembers Bush and Phipps were not present for the vote.**

**APPROVED AND ADOPTED**  
This 27th day of March, 2018

/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, March 13, 2018.

/s/Nancy R. Dean, City Recorder