

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
January 14, 2020

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush Nike Peterson Vern Phipps Tim Roper	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen Summer Palmer Stuart Williams Kelly Bennett Adam Favero Braden Felix Kenny England Eric Howes Spencer Brimley Brad McIlrath Rich Knapp Trevor Cahoon Nancy Dean Wendy Page	City Manager Assistant City Manager City Attorney Police Chief Public Works Director City Engineer / Deputy PW Director Utilities Superintendent Community Services Director Community Development Director Senior Planner Finance Manager Communications Manager City Recorder Deputy Recorder

VISITORS: Tab Uno, Brian Shay, Azalia Dowdle, Ryan Dowdle, Alex Likens, Chris Chelemes, Chris Slocum, Tani Slocum, Devyn Walke, Devin Shay, Stephanie Barrera, Bob Bercher, Doran Smith, Ronan Smith, Sam Chelemes, Basic Chelemes, Fernando Calaguas, Ruth Jones, Krizandra Brigino, Kathryn Murray, Jeff Baker

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

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

Councilmember Bush invited Troop 78 from the Clearfield Community Church and Pastor James Carlson to participate in the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 19, 2019 WORK SESSION;
NOVEMBER 26, 2019 POLICY SESSION; DECEMBER 3 WORK SESSION; AND THE
DECEMBER 10, 2019 POLICY SESSION

Councilmember Roper moved to approve the minutes from the November 19, 2019 work session; November 26, 2019 policy session; December 3, 2019 work session; and the December 10, 2019 policy session; as written, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE ADJUSTMENT OF THE
COMMON MUNICIPAL BOUNDARY BETWEEN CLEARFIELD CITY AND SYRACUSE
CITY IN THE VICINITY OF 1050 SOUTH 1000 WEST, CLEARFIELD CITY, DAVIS
COUNTY, UTAH

Spencer Brimley, Community Development Director, stated Syracuse owned certain property in Clearfield adjacent to the location of its City Cemetery and desired to expand its cemetery onto a portion of that property. He explained Syracuse had owned the property in the City's boundary for about a decade and in January 2018, the Clearfield City Council and Syracuse City Council met in work session and the cemetery expansion was one of the topics. He pointed out that the staff of both cities had been working toward a mutually beneficial solution that would allow Syracuse to expand its cemetery and provide a way for that expansion to be located in the City of Syracuse. He mentioned State Law allowed two municipalities that share common boundaries to adjust those boundaries upon consent of the governing bodies.

Mr. Brimley indicated on November 12, 2019, the Council approved Resolution 2019R-21 giving notice of its intention to adjust its common municipal boundary with Syracuse City and scheduled a public hearing for January 14, 2020 to receive public comment on the matter. He reviewed the zoning map; concept map and plat prepared by Syracuse City, and stated staff was recommending the Council approve Ordinance 2020-03 authorizing the adjustment of the boundary.

Mayor Shepherd explained it was a unique situation because it was not often one city owned property in another city. He noted the initial request from Syracuse City was for annexation of the entire parcel, but Clearfield recognized that if the parcel was annexed into Syracuse City the associated property tax revenue for any residential development would also go to Syracuse. He expressed his opinion that the boundary adjustment would allow Syracuse City to expand its cemetery over time but allow for residential development of the remaining parcel to remain in Clearfield.

Mayor Shepherd opened the public hearing at 7:12 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Peterson moved to close the public hearing at 7:13 p.m. seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FORM BASED CODE (FBC)

Brad McIlrath, Senior Planner, stated the City Council adopted the Form Based Code (FBC) in 2018. Since that time it had become apparent that some amendments were needed to more fully address the vision the City had for the development of the downtown area. Mr. McIlrath had been working with a consultant to prepare the amendments to the FBC.

Mayor Shepherd explained the City was still waiting for some updated pieces to the FBC. He explained that there were some outstanding items that the Council would like to have clarified before the documents formal adoption.

Mr. McIlrath said the FBC was a type of zoning ordinance and was a good way to dictate the form and building design. The City was using the code to create a clear vision for the downtown area in the City. He reviewed the background efforts to date including the Downtown Small Area Plan, Form Based Code creation from May 2017 to June 2018, and the initiation of code updates with a consultant in June of 2019 in order to address issues encountered and ensure the code would function as intended. He pointed out that once the amendments to the FBC were adopted there would be the rezones to be considered for some downtown properties.

He indicated the Planning Commission recommended approval with changes. Staff recommended the Council table the adoption of the amendments to the FBC until another date and February 11, 2020 would be the best option.

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

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Roper moved to table the public hearing at 7:19 p.m. until February 11, 2020 at 7:00 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO AMEND THE CITY'S GENERAL PLAN FUTURE LAND USE MAP FROM COMMERCIAL TO RESIDENTIAL FOR THE PROPERTIES LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003)

Spencer Brimley, Community Development Director, indicated the applicant was requesting to amend the City's General Plan Future Land Use Map designation from Commercial to Residential for the properties located at approximately 175 West Antelope Drive (TINs: 12-242-0009 and 12-243-0003). In conjunction with the request the applicant was seeking a rezone of the 10.21 acres from commercial to agricultural. He mentioned the property owners anticipated the properties would be used for agricultural purposes for at least the next 5 years. He said the Planning Commission reviewed the request on December 4, 2019, and recommended its denial because the amendment was inconsistent with the land use guidelines, goals, and objectives of the General Plan. He reviewed the General Plan and zoning maps.

Mayor Shepherd requested Mr. Brimley give a brief explanation for the high school students present about how the City's General Plan and zoning guided the development of the City and why. Mr. Brimley summarized how the City's General Plan and zoning map worked together and how it pertained to the property and the applicant's request.

Mayor Shepherd opened the public hearing at 7:26 p.m.

Mayor Shepherd asked for public comments.

Sam Chelemes, resident, reviewed the history of the property owned by his family in Clearfield. He indicated farming was in his family's blood and his family would like to keep it green for years to come. He requested the Council consider the request presented.

Tab Uno, resident, wondered if the property discussed was adjacent to the Clearfield Job Corp. Mayor Shepherd responded it was. Mr. Uno suggested the family could consider working with Job Corp so that perhaps it could be used for educational purposes since it was in close proximity.

Councilmember Peterson moved to close the public hearing at 7:40 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM C-2 (COMMERCIAL) TO A-1 (AGRICULTURAL)

Spencer Brimley, Community Development Director, stated the applicant was requesting a rezone of the properties located at approximately 175 West Antelope Drive. (TIN: 12-242-0009 & 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural). He indicated it would be contingent on the approval of the General Plan amendment previously discussed. He noted the

Planning Commission reviewed the request on December 4, 2019; and recommended its denial because it was inconsistent with the land use guidelines, goals, and objectives of the General Plan.

Mayor Shepherd wondered if the applicant would be unable to farm if the properties were not rezoned. Mr. Brimley answered the property owners could farm the properties regardless of the zone until the farming was discontinued for twelve months or more.

Mayor Shepherd opened the public hearing at 7:42 p.m.

Mayor Shepherd asked for public comments.

Tab Uno, resident, asked if the properties were to change hands would the zoning revert to C-2 (Commercial). Mayor Shepherd said the current zoning was C-2 so if sold it would be sold as commercial property. Mr. Brimley indicated if agricultural use were discontinued for twelve months or the properties were sold the current zoning did not allow for agricultural use.

Alex Likens, resident, indicated the family planned to keep the properties for agricultural purposes for as long as possible. He explained he was young and had other young cousins with the same intentions. He pointed out his grandfather, Sam Chelemes, had invested in the City for a very long time and expressed his desire to have the Council reconsider the recommendation and allow for a rezone so his family could continue farming the land.

Councilmember Bush moved to close the public hearing at 7:44 p.m. seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 741 WEST 300 NORTH (TIN: 12-019-0121) FROM A-1 (AGRICULTURAL) TO R-1-8 (RESIDENTIAL)

Brad McIlrath, Senior Planner, stated the property currently located at approximately 741 West 300 North was owned by Lawrence and Marcia Hamblin. He said there was a portion of the property that was a long flag stem-like portion of property that extended north from the larger property to the south. He noted the purpose of the request was to incorporate the parcel into Hamblin Estates single-family subdivision to the east. He reviewed the background and history of the zoning. He pointed out the addition of the parcel of property to the development would allow single-family lots along the west end of the project in conformance with development standards in the R-1-8 zone. Mr. McIlrath mentioned the Planning Commission reviewed the request on December 4, 2019, and recommended its approval. He highlighted the 30-lot concept plan and the proposal to have the streets dedicated and provided as public streets but there would be one connection to 300 South. He said staff recommended the rezone be approved subject to four findings.

Mayor Shepherd opened the public hearing at 7:48 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Phipps moved to close the public hearing at 7:49 p.m. seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET

Rich Knapp, Finance Manager, stated staff identified expenditures necessary for City operations, which were not included in its current budget. He reviewed the following proposed amendments to the General Fund for the Fiscal Year 2020 (FY20) budget:

- Two way radios rollover from FY19 - \$9,000 between five budgets
- Arts Center Electrical - \$40,000 add to \$85,000 already budgeted for the project
- Recognize Capitalized Interest 2018 Bond - \$317,000 that was discussed during work session on January 7, 2020
- Move excess of 25 percent fund balance after budgeted spend down - \$582,215 the number was lower than last week because another amendment was added after or discussion last week.

Councilmember Bush addressed the audit finding that the City was over the allowed General Fund balance. He questioned if the dollar amount for the overage was a moving target as was explained in work session on January 7, 2020. He wondered how the City might adjust its budgeting to remain under the allowed dollar amount in the future. Mr. Knapp responded he was not sure how to adjust the dollar amount during the budget process because he did not get the final numbers until November which was after the fiscal year had ended. He mentioned one scenario might be to transfer more money from the General Fund to the Capital Project Fund than was necessary. JJ Allen, City Manager, added with the proposed amendment the City would be able to show the auditor's officer the City's efforts to stay under the 25 percent goal. He stated the City expected that action would address the audit finding.

Mr. Knapp continued to highlight the following proposed amendments to the Other Funds for the FY20 budget:

Capital Project Funds:

- Mabey Pond Park upgrade FY19 rollover - \$250,000
- Island View Park electrical for security lights Fy19 rollover - \$6,500
- Island View Park lighting FY19 rollover - \$4,268
- City Hall roof repair FY19 rollover - \$6,000
- Cornerstone Park additional - \$50,000; total project \$260,000 transfer from General Fund

Water Fund:

- Towers at Legend Hills - \$352,400; the storm portion was already in the budget

Mayor Shepherd opened the public hearing at 7:57 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Peterson moved to close the public hearing at 7:58 p.m. seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

OPEN COMMENT PERIOD

Tab Uno, resident, presented a handout for the Council regarding a traffic study he had undertaken for 1000 West. He thanked staff for the quick response after the last meeting on September 10, 2019.

He gave a brief synopsis of the accidents that he had been compiled. He noted the average amount of accidents was two per week. He stated he had gathered the information and had given a summary to all the homes along 1000 West for their comments, which had been included with the summary.

Mr. Uno also highlighted the property damage numbers that correlated with the accidents. He stated the most surprising and frustrating conclusion of the study was there was no evidence supporting his hypothesis that the accidents were due to major design flaws on the road. The majority of the accidents were due to driver error.

He reviewed some of his proposed recommendations based on his traffic study:

- Placement of permanent speed monitoring signs.
- Add a turn lane with painted striping in areas where it would not affect on street parking.
- Reintroduce parking lanes.
- City Engineer to do another study and realign the intersection at 300 North and 1000 West to have a better line of sight.

Mr. Uno thanked the Council for the time to review the findings of his study.

APPROVAL OF ORDINANCE 2020-03 AUTHORIZING THE ADJUSTMENT OF THE COMMON MUNICIPAL BOUNDARY BETWEEN CLEARFIELD CITY AND SYRACUSE CITY IN THE VICINITY OF 1050 SOUTH 1000 WEST, CLEARFIELD

Councilmember Peterson moved to approve Ordinance 2020-03 authorizing the adjustment of the common municipal boundary between Clearfield City and Syracuse City

in the vicinity of 1050 South 1000 West, Clearfield, 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

DENIAL OF ORDINANCE 2020-01 AMENDING THE CITY'S GENERAL PLAN FUTURE LAND USE MAP DESIGNATION FOR THE PROPERTY LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM COMMERCIAL TO RESIDENTIAL

Councilmember Phipps stated the request was not as simple as changing the General Plan and would require the Council to look at the entire area to plan appropriately for the future. Councilmember Bush suggested that as the City worked to develop its small area and neighborhood plans, the proposed properties might be an area the Council could consider changing; however, the timing of the current request did not provide ample time to plan for the future of the entire area.

Councilmember Phipps moved to deny Ordinance 2020-01 amending the City's General Plan Future Land Use Map designation for property located at approximately 175 West Antelope Drive (TINS: 12-242-0009 and 12-243-0003) from Commercial to Residential, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

DENIAL OF ORDINANCE 2020-02 REZONING PROPERTY LOCATED AT APPROXIMATELY 175 WEST ANTELOPE DRIVE (TINS: 12-242-0009 AND 12-243-0003) FROM C-2 (COMMERCIAL) TO A-1 (AGRICULTURAL)

Councilmember Phipps moved to deny Ordinance 2020-02 rezoning the property located at approximately 175 West Antelope Drive (TINS: 12-242-0009 and 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural), seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF ORDINANCE 2020-04 REZONING THE PROPERTY LOCATED AT APPROXIMATELY 741 WEST 300 NORTH (12-019-0121) FROM A-1 (AGRICULTURAL) TO R-1-8 (SINGLE FAMILY RESIDENTIAL)

Councilmember Roper pointed out that the ordinance indicated the entire parcel would be rezoned, but the request was for only a portion of the parcel to be rezoned. Nancy Dean, City Recorder, stated the ordinance could be amended to reflect the property description.

Councilmember Bush moved to approve Ordinance 2020-04 rezoning the property, as described in the staff report, located at approximately 741 West 300 North from A-1 (Agricultural) to R-1-8 (Single-family Residential) 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-02 AUTHORIZING AMENDMENTS TO THE FISCAL YEAR 2020 BUDGET

Councilmember Peterson moved to approve Resolution 2020R-02 authorizing amendments to the fiscal year 2020 budget 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

MAYORAL APPOINTMENT

Mayor Shepherd stated following each election he reviewed Council appointments and responsibilities. He indicated since the membership of the Council remained the same as 2019, he planned to leave those appointments and responsibilities as presently appointed with the exception of the Mayor Pro Tem. Mayor Shepherd recommended that Councilmember Vern Phipps serve as the Mayor Pro Tem for the 2020 calendar year with the Council’s advice and consent.

Councilmember Roper moved to appoint Councilmember Vern Phipps as the Mayor Pro Tem for the calendar year 2020 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF THE AWARD OF PROPOSAL FOR THE DESIGN AND CONSTRUCTION OF THE STEED PARK PICKLEBALL COURTS TO PARKIN TENNIS COURTS

Eric Howes, Community Services Director, stated the Steed Park Pickleball Court Design/Build project was identified by the City Council as the next priority for PARAT Tax funding. He reported on the past projects to date that were completed using the PARAT Tax funding which were installing new playground equipment in seven parks and a new pool toy at the Clearfield Aquatic and Fitness Center.

Mr. Howes noted the item had been discussed in length during work session on December 10, 2019. He pointed out the original scope of the project included the demolition of the existing tennis courts, and the design and construction of twelve pickleball courts. He mentioned due to the high demand for pickleball courts in the area, the proposals also included an option for sixteen courts to gain an understanding of the additional costs and potential economies of scale.

Mr. Howes noted the City received two proposals, each were reviewed by staff, and additional conversations with the consultants ensued. Those conversations identified additional concepts not previously considered. He stated with the demand for pickleball there was potential for additional revenues to be generated by offering some tournaments and that would increase the

return on investment. He stated there were lighting advantages if the sixteen courts plan were developed with a larger pole and lighting fixtures but the costs would be similar. He added there would also be potential to increase parking stalls with an additional parking lot on the west end of the pickleball courts.

Mr. Howes reviewed the PARAT tax funds available and stated by the end of July there should be enough money in reserves to fund the project without borrowing additional funds. He explained there could be the possibility of borrowing temporarily from the General Fund if weather delayed the project. He indicated Parkin Tennis Courts was the highest-ranking proposal. He stated staff was also recommending an increase to the budget for the project so sixteen courts could be built.

Councilmember Phipps asked if the \$700,000 would include parking. Mr. Howes stated the \$50,000 for contingency was for unexpected aspects of the project. He said the consultants felt \$650,000 would include all the items as proposed, which did include parking. He stated once a bid was awarded a contract would be generated and then design build would move forward.

Councilmember Bush expressed his opinion that the pickleball courts were a good project for PARAT Tax funding. Mayor Shepherd loved the potential to recoup the cost but explained that was not the decision making factor for the project. He further explained the reason why the PARAT Tax funding was put in place.

Councilmember Phipps moved to approve the award of contract for the design and construction of the Steed Park Pickleball Courts to Parkin Tennis Courts for the amount of \$700,000 which included contingency of \$50,000 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF THE AWARD OF BID FOR THE FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJECT TO JR BURTON CONTRACTORS OF UINTAH

Braden Felix, City Engineer / Deputy Public Works Director, stated the City solicited bids to improve the building and well at the Freeport South Well to protect against sudden failure. He mentioned the well and structure were estimated to have been installed in the 1940s and had surpassed any expectations for use. He stated the building structure would be refurbished but anticipated a check of the well would be done as part of the project. He indicated nine bids were received and JR Burton Contractors of Uintah was the lowest responsible bidder with a bid amount of \$287,513.10. Mr. Felix pointed out with the engineering costs and contingency of \$62,486.90, the total project cost was \$350,000.

Councilmember Phipps asked if it were expected there would be issues with the well. Mr. Felix answered likely there would be so staff planned to stay flexible and open to suggestions from the contractor. He added the well was 875 feet underground. He reported the pre-bid meeting was held in the facility and water was dripping into the structure and it would be important to provide protection from the elements at the facility and the project was long overdue.

Councilmember Peterson moved to approve the award of bid for the Freeport South Well Building Improvement Project to JR Burton Contractors of Uintah with a bid amount of \$287,513.10; approve funding for the project bid amount with engineering costs and contingency of \$62,486.90 for a total project cost of \$350,000; 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, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-01 AUTHORIZING A NEW OFFICIAL CORPORATE SEAL FOR THE CITY

Nancy Dean, City Recorder, stated the City's official corporate seal was outdated. She noted the options for redesign had been discussed with the Council in a work session in January of 2019. She indicated at the onset of 2020, a new decade, it seemed an appropriate time to update and adopt a new City Seal.

Councilmember Roper moved to approve Resolution 2020R-01 authorizing a new official corporate seal for the City and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Thanked staff for the Oath of Office ceremony.
2. Met with National League of Cities (NLC) regarding emergencies and contaminants. He stated he was asked to go to Washington DC and meet there and discuss the emergent and contaminants but the date needed was not possible.
3. Attended the training from the Utah League of Cities and Towns.
4. Attended the Hatch Foundations policy group to discuss the opioid crisis.
5. Attended a Military Installation Development Area (MIDA) appreciation dinner where the City was recognized for its services to support water, sewer, public safety, and fire protection.

Councilmember Bush

1. Attended the Circles awards night on December 19, 2019 – stated the Circles staff did a great job.
2. Attended the City Band concert.
3. Thanked staff for the winter party attended on January 11, 2020.

Councilmember Peterson

1. Thanked employees for the holiday party on January 11, 2020.
2. Expressed appreciation for the Oath of Office ceremony on January 2, 2020.
3. Recognized National Law Enforcement Day and thanked the City's law enforcement for its service.
4. Informed residents that she would be available to provide any interested persons an informal opportunity to meet with a council member at Beans Coffee on January 23, 2020 from 5 to 6 p.m.

Councilmember Phipps

1. Reported the Parks and Recreation Commission picked winners of the holiday light contest. There were many nominated and stated there was a recommendation to begin doing it for Halloween in the future.
2. Gave an update on the groundwater contamination since he was the City's representative on the Hill AFB Restoration Advisory Board. Stated excavation of an area contaminated with methane was completed and the Air Force felt confident it would not reoccur.

Councilmember Roper

1. Thanked Beans Coffee for hosting the Youth Commission.
2. Thanked first responders for their phenomenal work.

STAFF REPORTS

JJ Allen, City Manager

1. Reported on a meeting held with MIDA, the City, and HAFB staff to coordinate on storm water. He appreciated the good relationships the City shared with both agencies.
2. Monday the City Offices would be closed for the holiday
3. Stated next week's work session agenda would have a discussion on the Council's priorities. He urged the Council to be thinking about those ahead of the discussion.
4. Reported the department heads had a retreat, which was time well spent. He commented he was looking forward to a good year.

Nancy Dean, City Recorder –reviewed the Council's schedule:

- Work Session on January 21, 2020
- Policy Session on January 28, 2020
- No meeting planned yet for February 4, 2020
- Retreat scheduled for February 7, 2020
- Policy Session on February 11, 2020

Trevor Cahoon, Communications Coordinator – reviewed the following upcoming events:

- Snowman building contest 6:00 p.m. on Thursday January 16, 2020 at City Hall.
- February 20, 2020 National Hoodie Hoo Day - celebration to banish away the winter blues.
- Clearfield Aquatics and Fitness Centers just finished its annual one-time payment membership sale but the monthly payments sale would be at the end of the month.
- Met as staff for 4th of July committee meeting for the upcoming year. Stated the theme would be the Olympics.

There being no further business to come before the Council, **Councilmember Peterson moved to adjourn as the City Council and reconvene as the CDRA in policy session at 8:48 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None.** Councilmember Thompson was not present for the vote.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 11th day of February, 2020**

/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, January 14, 2020.

/s/Nancy R. Dean, City Recorder