

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
January 21, 2020

City Building
55 South State Street
Clearfield City, Utah

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|----------------|-----------------|--------------------------------|
| PRESIDING: | Mark Shepherd | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Nike Peterson | Councilmember |
| | Vern Phipps | Councilmember |
| | Tim Roper | Councilmember |
| | Karece Thompson | Councilmember |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Adam Favero | Public Works Director |
| | Eric Howes | Community Services Director |
| | Spencer Brimley | Community Development Director |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Manager |
| | Nancy Dean | City Recorder |
| | Wendy Page | Deputy Recorder |

VISITORS: Ruth Jones, Lamont Hampton, Ashley Belford

Mayor Shepherd called the meeting to order at 6:17 p.m.

DISCUSSION ON APPOINTMENTS TO THE PARKS AND RECREATION COMMISSION

Eric Howes, Community Services Director, pointed out there was a vacancy on the Parks and Recreation Commission (PRC) and proposed Andrea Bush be moved to a regular member of the Commission from the alternate position where she had been serving for the past year. Mr. Howes also stated they would like to recommend Alyssa Belford, Youth Commissioner and liaison to the PRC, be moved into the alternate position.

Councilmember Phipps stated that both appointees were great assets to the PRC.

Nancy Dean, City Recorder, stated there were others with terms that would expire soon that were looking to be reappointed. Mr. Howes informed the Council that all those with terms expiring mentioned a desire to continue to serve on the PRC.

DISCUSSION ON MOTOR VEHICLE SALES – TEMPORARY LAND USE REGULATION

Spencer Brimley, Community Development Director, pointed out back in August 2019 the Council enacted a temporary land use regulation on motor vehicle sales in order for the City to do further evaluation to ensure high quality development within the City. He stated the current land use regulation would expire the end of February.

Mr. Brimley reviewed the locations of the current auto dealerships in the City with the majority of them being within the Form Based Code (FBC) corridor.

Councilmember Bush asked if motorcycle sales would be included in the motor vehicle sales regulations. Mr. Brimley affirmed that because motorcycles were motor vehicles they would be included.

Mr. Brimley explained the biggest issue within the City with motor vehicle sales was when the businesses moved locations there insufficient standards established to regulate the use.

Councilmember Bush wondered if other sales such as RV's and boats should be included within the new standards and regulations. Mr. Brimley said the City could do a better job at defining those issues but the current regulations only applied to motor vehicle sales.

There was a discussion about the possible alternatives styles of sales used by the motor vehicle sales businesses, such as online sales with appointments to test drive the vehicle resulting in lower on-site inventory of cars. The zoning designations needed for those types of sales was also discussed.

Councilmember Peterson stated she would like to see motor vehicles sales not included on the Conditional Use Permit (CUP) list. Mr. Brimley stated that was a high priority and a long-term solution that needed more time.

JJ Allen, City Manager, wondered if a new owner of a motor vehicle sales establishment would be subject to the regulations in the proposed ordinance. Mr. Brimley explained that if the use was previously established through a CUP it would not be subject to the proposed ordinance because the CUP was specific to the property not the ownership. He stated a regulation could be added to the ordinance stating if the new owner were to make substantial changes to the business it would need to comply with the new ordinance standards.

DISCUSSION ON THE 2020 COUNCIL PRIORITIES

JJ Allen, City Manager, stated the staff report provided an introduction to the Council regarding the 2020 core value focus of productivity. He stated that the value of productivity was about doing what matters over doing more. He stated he would like the discussion to continue regarding what the Council felt mattered most to help direct staff members focus on the directions they should pursue for the upcoming budget year.

Councilmember Peterson felt that some of the long-term goals from previous years should still be included, even with the knowledge that most of them would never be given a check mark indicating their completion because they were ongoing goals. She also felt like a more in-depth look at the tier 3 goals would be helpful in eliminating some of those items and really getting it down to what mattered most for the current year. She felt that a lot of the tier 3 goals from previous years were overlooked or just hand picked. She expressed a desire to see a better mixture of the long-term and short-term goals for the year that residents would be able to see being completed.

Councilmember Roper added that he would also like to build on the previous goals but also reevaluate and clarify some of those goals better. He would also like to see more of the smaller, more visible goals get accomplished in an effort to allow residents to see that things were getting accomplished within the City. He also would like to continue the process of looking through current ordinances and revising them to fit better into the City and for the benefit of residents.

There was a discussion about items that could make it easier for residents to make home improvements and whether or not a permit would need to be pulled for certain improvements.

Councilmember Phipps explained the concept of value streams that would allow value to be added to the City for things that might not be measureable otherwise. He also stated he did not want to see the larger long-term goals be set aside, but rather look into how the smaller goals could help to accomplish the larger goals. He wondered if some of the items on the current list should still be included if they were a routine or baseline activity already. Councilmember Phipps stated he would like to see the Veterans Monument and the redesign of the Steed Pond landscaping and architecture completed.

Trevor Cahoon, Communications Manager, offered a suggestion that the Council could come up with the bigger priorities such as creating a vibrant Downtown Clearfield and the department heads could take that priority and fill in the actionable priorities to fulfill the overall larger priority.

Councilmember Bush agreed with most of the thoughts already discussed. He felt that the ongoing efforts should be lumped into a different category. He felt an accomplished items tier would be nice to create as well.

Councilmember Thompson said he felt certain things should be tied together such as fiscal sustainability and long term planning. He would like to see economic development be put into improve the image and livability aspect of the City to invite more businesses into the City. Councilmember Thompson stated he would also like to see more tangible priorities and to better know where the City was with completing the priority.

There was a discussion about transportation and creating a more pedestrian friendly downtown corridor.

Councilmember Peterson reviewed her priority list, which included: the changing nature of Clearfield, utilizing the Youth Commission more, looking at recreation and the arts more in

depth and how to maximize them, and finding smaller more measurable items to complete to enhance the look and feel of the City for the residents.

Councilmember Bush stated his priorities would have public safety added to the existing ongoing priorities. He then provided a few examples of where and how public safety could be added or enhanced within the City. He would also like to prioritize the PARAT tax projects.

Mayor Shepherd shared his priorities list, which included:

- Enhancing UDOT meetings to get help within the City where it was needed the most.
- Downtown redevelopment.
- Beautification of the gateways.
- Include communication with the Council to keep it up to date on what was going on and keep it included in events.
- Enhancing the relationship with HAFB and the surrounding communities.
- Getting the community involved in planning the 100-year birthday.
- Clean-up along I-15 to keep the City clean.

Councilmember Roper would like to emphasize the arts program and give them more attention.

Mr. Allen asked if there were any things that the City was currently doing that the Council felt should not be done anymore. Councilmember Peterson felt that relooking at the tier 3 items during the retreat would be a great start at finding items that might not be needed anymore.

Councilmember Peterson moved to adjourn at 7:47 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 25th 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 21, 2020.

/s/Nancy R. Dean, City Recorder