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 a Request to Amend the City’s General Plan Future Land Use Map Designating the Properties Located at Approximately 175 West Antelope Drive (TIN: 12-242-0009 & 12-243-0003) from Commercial to Residential

Discussion on a Request to Rezone Properties Located at Approximately 175 West Antelope Drive (TIN: 12-242-0009 & 12-243-0003) from C-2 (Commercial) to A-1 (Agricultural)

Discussion on a Request to Rezone Property Located at Approximately 741 West 300 North (TIN: 12-019-0121) from A-1 (Agricultural) to R-1-9 (Single-family Residential)

Discussion on the Amendments to the Fiscal Year 2020 (FY20) Budget

Discussion on the Award of Bid for the Community Development Block Grant (CDBG) Analysis of Impediments and Five-Year Consolidated Plan Project

Discussion on the Award of Bid for the Freeport South Well Building Improvement Project

Discussion on Amendments to the City’s Form Based Code

**ADJOURN AS THE CITY COUNCIL AND IMMEDIATELY RECONVENE AS THE CDRA IN A WORK SESSION**

CDRA WORK SESSION
Discussion on Amendments to the Fiscal Year 2020 (FY20) Budget

**ADJOURN AS THE CDRA**

Dated this 2\textsuperscript{nd} day of January, 2020.

/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.
TO: Mayor Shepherd and City Council Members
FROM: Spencer W. Brimley, Community Development Director
MEETING DATE: Tuesday, January 7, 2020
SUBJECT: A request to amend the Future Land Use Map from Commercial to Residential - Discussion

RECOMMENDED ACTION

This is a discussion item and no formal action is being requested regarding this application. This item will appear on the January 14, 2020 agenda, along with the associated rezone.

DESCRIPTION / BACKGROUND

At this time staff is seeking feedback and input from the Council regarding the general plan amendment by Sam Chelemes and MADEC Enterprises to change the designation for the subject properties from Commercial to Residential at approximately 175 West Antelope Drive. (TIN: 12-242-0009 & 12-243-0003). The contiguous parcels account approximately 10.21 acres in this area of Antelope Drive.

The applicants are requesting the approval for an amendment to the General Plan for the City from commercial to residential. In connection with this request the applicants are also requesting a rezone of the 10.21 acres from commercial to agricultural for the purpose of “reducing the amount of taxes paid while the property is used for agriculture production”. The rezone request is subject to the general plan request that is being presented. The current use of the properties as agriculture, which is not a commercial use under the General Plan, would be more consistent with a the General Plan designation of residential, but would be inconsistent with the future Land use map and General Plan goals and objectives for the City in this area.

These properties, as part of the larger commercial area, stretching from 160 East to 500 West have been zoned C-2 (Commercial) from at least 2006, in anticipation of commercial development. The applicant will continue to lease the property for the purpose of agricultural for the coming five years, but is concerned about taxes when the property comes out of green belt and is fully assessed as commercial property.
Planning Commission Recommendation

Following careful consideration of the information included in this report the Commission moved to recommend DENIAL of this application to the Council based upon the following findings:

1. The proposed general plan amendment is inconsistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.

CORRESPONDING POLICY PRIORITY (IES)

Improve Clearfield’s Image, Livability and Economy

SCHEDULE / TIME CONSTRAINTS

For purposes of taxation the applicant was hoping for a decision on this request prior to the end of 2019. Due the timing of the application, the request did not meet this self-imposed deadline, but the applicant opted to continue with the request to completion

LIST OF ATTACHMENTS

1. General Plan and Zoning Map
TO: Mayor Shepherd and City Council Members
FROM: Spencer W. Brimley, Community Development Director
MEETING DATE: Tuesday, January 7, 2020
SUBJECT: Rezone request to rezone certain property from Commercial to Agricultural - Discussion

RECOMMENDED ACTION

This is a discussion item and no formal action is being requesting regarding this application. This item will appear on the January 14, 2020 agenda, following the discussion of the associated general plan amendment.

DESCRIPTION / BACKGROUND

At this time staff is seeking feedback and input from the Council regarding the rezone request by Sam Chelemes and MADEC Enterprises to rezone the subject properties from Commercial to Agricultural at approximately 175 West Antelope Drive (TIN: 12-242-0009 & 12-243-0003). The contiguous parcels account approximately 10.21 acres along this area of Antelope Drive.

The applicant is requesting the approval for the rezone of the properties from C-2 (Commercial) to A-1 (Agricultural). The owner’s desire to change the zoning is two-fold. First, to reduce the roll back taxes for the properties while they have commercial zoning designation, but is still being used for the purpose of agriculture production. Second, the owners of the properties have not been able to accomplish the goal of commercial development and care concerned that this designation is not the best use for the property. Their request is to change the zoning on the parcel to continue to accommodate the current agricultural use, as permitted until such time that is no longer viable and possibly accommodate larger lot single family development down the road.

This properties are shown on the future land use map for the City as Commercial, with similar C-2 (Commercial) zoning. The owner’s request for the change in the property designation is inconsistent with long-term goal and objectives and would down zone the property for a use which is currently allowed on the property. These properties, as part of the larger commercial area, stretching from 160 East to 500 West have been zoned C-2 (Commercial) from at least 2006, in anticipation of commercial development. The applicants will continue to lease the property for the purpose of agricultural in the coming five years, but is concerned about taxes when the property comes out of green belt and is fully assessed as commercial property.
Planning Commission Recommendation

Following careful consideration of the information included in this report the commission moved to recommend DENIAL of this application to the Council based upon the following findings:

1. The proposed zoning map amendment is inconsistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.

2. The proposed rezone is contingent on the approval of GPA 2019-100016 for the change in the future land use map of the City.

CORRESPONDING POLICY PRIORITY (IES)

Improve Clearfield’s Image, Livability and Economy

SCHEDULE / TIME CONSTRAINTS

For purposes of taxation the applicant was hoping for a decision on this request prior to the end of 2019. Due to the timing of the application, the request did not meet this self-imposed deadline, but the applicant opted to continue with the request to completion.

LIST OF ATTACHMENTS

1. General Plan and Zoning Map
TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner  
brad.mcilrath@clearfieldcity.org  
(801) 525-2784

MEETING DATE: Wednesday, December 4th, 2019


STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a recommendation of APPROVAL of RZN 2019-100017 to the City Council for the proposed rezone of a portion of the subject property from A-1 (Agricultural) to R-1-8 (Residential). This recommendation is based upon the findings outlined in this report.

PLANNING COMMISSION RECOMMENDATION OPTIONS:

Following careful consideration of the information included in this report the commission may decide to vary from Staff’s recommendation and may choose to forward the following recommendations:

1. Move to recommend approval of RZN 2019-100017, to the Clearfield City Council, for the proposed rezone of a portion of the subject property from A-1 (Agricultural) to R-1-8 (Residential).

2. Move to recommend denial of RZN 2019-100017, to the Clearfield City Council, for the proposed rezone of a portion of the subject property from A-1 (Agricultural) to R-1-8 (Residential).

3. Move to table RZN 2019-100017 and request additional time to consider the request.

BACKGROUND & ANALYSIS

The applicant is requesting approval to rezone a portion of the property that is owned by Lawrence and Marcia Hamblin. This would be the long flag stem like portion of their property that extends north from the larger property to the south (see attached maps). The purpose of this rezone is to incorporate this land into the Hamblin Estates single-family subdivision to the east (see attached preliminary plat). With the inclusion of this property the applicant will be able to develop single-family lots along the west end of the project in conformance to the development standards of the R-1-8 zone.

General Plan Analysis

The Clearfield City General Plan recommends that this area of the City be developed as single-family residential uses. The proposed rezone from A-1 to R-1-8 is consistent with the goals and objectives of
the General Plan and will allow this property to be incorporated into the proposed single-family subdivision.

Public Comment
Mailed notices were sent to adjacent properties on November 20, 2019. As of the date of this report, no public comment has been received.

GENERAL PLAN ANALYSIS

<table>
<thead>
<tr>
<th>Review Consideration</th>
<th>Staff Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>The proposed amendment is in accordance with the General Plan and Map; or</td>
<td>This rezone is consistent with the goals and objectives of the General Plan. The General Plan states, the R-1-8 Zone “is Clearfield City’s default residential single family zone, and is the preferred zone for future development of single family housing” (p. 4). Based upon this guidance, the proposed rezones are supported by the General Plan.</td>
</tr>
<tr>
<td>Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</td>
<td>With changes to encourage more single-family development when possible, the proposed rezone is appropriate and necessary to allow for the development of a single-family residences in this area of the City.</td>
</tr>
</tbody>
</table>

STAFF RECOMMENDATION/CONCLUSION

Staff recommends that the Planning Commission forward a recommendation of APPROVAL to the City Council for the proposed rezones, based upon the following findings:

1. The proposed rezone is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed rezone of this portion of this agricultural property to R-1-8 will be consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan if the General Plan amendment is approved.
3. With the rezone to R-1-8 and future development of this area as residential the use will be consistent with existing residential uses in the area.
4. Development of residential with the existing infrastructure will have minimal impact on City services.

ATTACHMENTS

1. General Plan: Future Land Use Map
2. Zoning Map
3. Preliminary Subdivision Plat
To: Mayor Shepherd and City Council Members  
From: Rich Knapp, Finance Manager  
Meeting Date: January 7, 2020 – Work Session  
Subject: Fiscal Year 2020 Proposed Budget Amendments

---

**Recommended Action**

Staff recommends the City Council consider the FY 2020 proposed budget amendments.

**Description / Background**

The attached table lists proposed expenditures that do not have or exceed FY 2020 budget authority and require budget amendments as allowed by Utah Code Title 10 Chapter 6 Section 124 to 129.

The attached is a draft list of amendments.

The proposed transfer from the General Fund to the Capital Projects Funds is a response to the State audit finding the City received for carrying unrestricted cash in the General Fund above 25% of revenue. The FY20 budget planned to spend down to 19.2%, however, FY19 resulted in a greater ending balance than planned. Even with the planned FY20 spend down, and these proposed amendments, the City will still be in excess of $673k.

**Corresponding Policy Priorities**

**Fiscal Impact**

The proposed General Fund amendments net use of unrestricted fund balance total $41,470, plus the $632,215 transfer to the Capital Projects Fund. This would bring the total budgeted use of General Fund reserves/available cash for FY20 to $2,736,427.

**Alternatives**

Do not pass any or all budget amendments.

**Schedule / Time Constraints**

**List of Attachments**

- FY2020 Budget Amendment Items Worksheet
### FY2020 Budget Amendment Items

<table>
<thead>
<tr>
<th>Fund Division</th>
<th>Division #</th>
<th>Account</th>
<th>Expense Account Title</th>
<th>Expense Adjust</th>
<th>Description</th>
<th>Source Account Title</th>
<th>Source Adjustment</th>
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<td><strong>General Fund</strong></td>
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<tr>
<td>Parks</td>
<td>104521</td>
<td>625002</td>
<td>Equipment Purchases</td>
<td>1,470</td>
<td>FY19 Radios -rollover from FY23</td>
<td>Fund Balance</td>
<td>1,470</td>
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<tr>
<td>Facilities Maintenance</td>
<td>104161</td>
<td>673001</td>
<td>Capital Project</td>
<td>40,000</td>
<td>Arts Center Electrical $85k in FY20, add $40k Total of $125k</td>
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<tr>
<td>CED Admin</td>
<td>104611</td>
<td>681002</td>
<td>Debt Service - Interest</td>
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<td>Recognize Capitalized Interest 2018 Bond Future Debt Service</td>
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<tr>
<td>Transfer to Other Funds</td>
<td>104810</td>
<td>691004</td>
<td>Transfer to Other Funds</td>
<td>632,215</td>
<td>Move Excess of 25% after budgeted spend down 2019 year end unrestricted - FY20 use of reserves - budget amend - 25% target</td>
<td>Fund Balance</td>
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<td><strong>Total General Fund Use of Fund Balance</strong></td>
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<td>673,685</td>
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<td><strong>CDRA Fund</strong></td>
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<td>CED Admin</td>
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<td>Developer Increments - Façade Grant Had budgeted $50k in FY19</td>
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<td>Gateway Construction rollover from FY19 Had budgeted $50k in FY19</td>
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<td><strong>Parks Capital Fund</strong></td>
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<td>Park Capital Projects</td>
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<td>Mabey Pond Park Upgrade - FY19 rollover Impact Fee</td>
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<td><strong>Capital Fund</strong></td>
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<td>Transfer to Other Funds</td>
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<td>381004</td>
<td>Transfer from General</td>
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<td>Move Excess of 25% after budgeted spend down 2019 year end unrestricted - FY20 use of reserves - budget amend - 25% target</td>
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<td>Island View Island Park Electrical for security lights rollover from FY19</td>
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<td>City Hall Roof Repair - FY19 rollover</td>
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<td>673001</td>
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<td>Lighting at Islandview Park - FY19 rollover</td>
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<td><strong>Water, Sewer, Storm, Fleet</strong></td>
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<td>625002</td>
<td>Equipment Purchases</td>
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<td>Fund Balance</td>
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<td>Sewer</td>
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<td>625002</td>
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<td>FY19 Radios -rollover from FY20</td>
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<td>FY19 Radios -rollover from FY22</td>
<td>Fund Balance</td>
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</table>
TO: Mayor Shepherd and City Council Members
FROM: Brad McIlrath, Senior Planner/CDBG Coordinator
MEETING DATE: Tuesday, January 7, 2020
SUBJECT: Discussion on the Award of Bid for the CDBG Analysis of Impediments and 5-Year Consolidated Plan to Resource Consultants.

DESCRIPTION / BACKGROUND

As a community that runs a Community Development Block Grant (CDBG) program, Clearfield is required to perform an analysis to impediments of fair housing as well as develop the 5-Year Consolidated Plan for the next 5-year period of the CDBG program. Each is required by the United States Department of Housing and Urban Development (HUD) as the overseer of all CDBG entitlement communities. The Analysis to Impediments report is used to provide information regarding the housing choices within the City and to provide context in the establishment of housing related goals and policies for the CDBG program. The 5-Year Consolidated Plan provides the framework for community outreach and programs that the CDBG program will participate in or create over the next five years. Goals and success indicators are produced in the 5-Year Consolidated Plan and the Plan is the baseline for each 1-Year Action Plan that is required during that time period.

Due to limited staffing, Clearfield City requested proposals (RFP) for creating each report/plan by an outside consulting firm. A total of four (4) consulting firms responded to the RFP with two of the three responding to both. Based upon experience and the proposed budget, Staff recommends that the contract be awarded to Resource Consultants to complete each report/plan. With the approval of the 2019-2020 CDBG 1-Year Action Plan by the City Council in 2019, the Mayor was authorized to sign any necessary documents.

CORRESPONDING POLICY PRIORITY (IES)

Providing Quality Municipal Services

The award of the contract to Resource Consultants will meet this policy priority by providing a clear direction for the coming years for the CDBG Program. The City will be provided with the information necessary to continue the program for the next 5 years as necessary.
FISCAL IMPACT

As part of the CDBG 2019-2020 program year, a total of $38,500 of grant was allocated to Administrative services. This includes Clearfield City staff hours as well as the consultant’s time. Based upon the remaining funds available, the consultant has agreed to perform the work for $30,000. No additional City funds are required for the consultant’s work.

ALTERNATIVES

Another consultant firm can be selected to perform this work.

SCHEDULE / TIME CONSTRAINTS

The report and plans are required to be completed and submitted to HUD by the middle of May 2020. Due to the need to gather information and perform the necessary outreach and analysis, the consultant has begun the initial work of data gathering and analysis.

LIST OF ATTACHMENTS

- Score Sheets
### Weighted Scores by Firm

*Please score each firm on a scale from 1 to 5 for each criteria.*

- **0 Unacceptable**
- **1 Low**
- **3 Average**
- **5 Excellent**

<table>
<thead>
<tr>
<th>Firm</th>
<th>Project Experience</th>
<th>Project Budget</th>
<th>Both Plans Addressed</th>
<th>Project Timeline/Deliverable</th>
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<tr>
<td><strong>Civitas, LLC</strong></td>
<td>5</td>
<td>2</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>Would use up entire budget for both on the 5-year plan. Needs to come down</td>
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<td></td>
<td>Best experience and approach by far. Also with The Ramsey Group for AI</td>
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<td>3.5</td>
<td>4</td>
<td>5</td>
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<td>7,765 over low budget</td>
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<td>15000</td>
<td>3,500 under low budget</td>
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Weighted Scores by Firm

*Please score each firm on a scale from 1 to 5 for each criteria.*

0 Unacceptable
1 Low
3 Average
5 Excellent

<table>
<thead>
<tr>
<th>The Ramsey Group</th>
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<tr>
<td>Project Budget</td>
<td>2</td>
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<tr>
<td>Both Plans Addressed</td>
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<td>Needs to come down a little if Con Plan done as well by another group.</td>
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<td>Project Timeline/Deliverable</td>
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<td><strong>Total</strong></td>
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</tr>
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<tr>
<td>Project Experience</td>
<td>3.5</td>
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</tr>
<tr>
<td>Project Budget</td>
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<tr>
<td>Both Plans Addressed</td>
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<td><strong>Total</strong></td>
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<tr>
<td>Project Budget</td>
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<td>Both Plans Addressed</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>13</strong></td>
<td></td>
</tr>
</tbody>
</table>
TO: Mayor Shepherd and City Council Members  
FROM: Kenny England, Utility Superintendent; Braden Felix, City Engineer/Public Works Deputy Director  
MEETING DATE: January 7, 2020  
SUBJECT: Freeport South Well Building Improvement Project (#271)

---

**RECOMMENDED ACTION**

Approve awarding the bid of the Freeport South Well Building Improvement Project to JR Burton Contractors for the bid amount of $287,513.10 with contingency and engineering cost $62,486.90 for a total price of $350,000 and authorize the Mayors signature on all necessary document.

**DESCRIPTION / BACKGROUND**

The project consists of the following:

1. Demolition of the existing well house structure
2. Rehabilitation of the existing 14-inch diameter 875-foot deep well
3. Construction of a new well house structure
4. Installation of storm drain pipe and boxes
5. Installation of plumbing fittings and equipment
6. Installation of electrical controls and equipment
7. Rehabilitation of site including chain-link perimeter fence, gravel bedding, asphalt pavement access and all appurtenant work.

**CORRESPONDING POLICY PRIORITY (IES)**

Providing Quality Municipal Services

- The improvement of the building and the well is necessary to protect against sudden failure when time and funds are not available. The well and structure are estimated to have been installed in the 1940’s and have surpassed any expectations for its time. While this has been one of the cleanest producing wells for the city, there could be unforeseen conditions that we’ll address due to the fact that it hasn’t been opened for about 40-50 years.

- The project was budgeted for FY19 and has been advertised and will be awarded through the competitive process compliant with state purchasing requirements.
• This project was selected through our capital facilities plan

Improving Clearfield’s Image, Livability and Economy

• The dilapidated structure provides little instill confidence in the quality of the water the city is providing as shown in the street view shown below.

• The picture shown below is the “North Well” just north of the project site. The building is in sound condition. The project will reflect such characteristics.

FISCAL IMPACT

• 515110 673001 271 $350,000.00 budgeted

SCHEDULE / TIME CONSTRAINTS

The project is anticipated to begin in January of 2020 and continue until completed by May 15, 2020.
LIST OF ATTACHMENTS

- Bid tab letter of recommendation
- Bid results
- Bid tab
27 December 2019

Clearfield City
55 South State Street
Clearfield, Utah 84015

Attn:  Mayor Mark Shepherd and City Council
Proj:  Freeport South Well Building Improvement Project (#271)
Subj:  Bid Results, Bid Proposal Tabulation & Recommendation

Dear Mark Shepherd and Council Members,

The “Bid Opening” for the above referenced project was conducted this afternoon. The lowest responsible bidder is JR Burton Contractors of Uintah, Utah.

Enclosed are the “Bid Results” and “Bid Proposal Tabulation”. JR Burton Contractors bid was reviewed and found to meet the bidding conditions required in the Contract Documents.

Since JR Burton Contractor’s bid is the low bid for the advertised project, and their bid meets the conditions of the Contract Documents, I herewith recommend award of the above referenced project in the amount of $287,513.10 to JR Burton Contractors Company.

Should you have any questions or desire additional information concerning the contractor or his bid, please feel free to contact our office at your earliest convenience.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

R. Todd Freeman, S.E., P.E.
City Engineer

cc: Adam Favero – Clearfield City Public Works Director
    Braden Felix, P.E. – Clearfield City Public Works Deputy Director
BID RESULTS

Freeport South Well Building Improvement Project (#271)

OWNER: CLEARFIELD CITY
ENGINEER: CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

BID DATE: Friday, December 27th, 2019
TIME: 10:00 a.m.

BID LOCATION: Clearfield City Offices
55 South State Street; 3rd Floor
Clearfield, Utah 84015

<table>
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<tr>
<th>BIDDERS NAME</th>
<th>ADDENDUM #1</th>
<th>ADDENDUM #2</th>
<th>BID BOND</th>
<th>BID AMOUNT</th>
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<td>JR. Burton Contractors</td>
<td>X</td>
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<tr>
<td>Crew General Contractors, Inc.</td>
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<td>X</td>
<td>X</td>
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<td>Patriot Construction</td>
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<td>X</td>
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<td>$465,632.00</td>
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<tr>
<td>Beck Construction &amp; Excavation, Inc.</td>
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<td>Saunders Construction</td>
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<td>$488,305.86*</td>
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<tr>
<td>Corrio Construction, Inc.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>$535,964.85</td>
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<tr>
<td>Vancon, Inc.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>$567,300.00</td>
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<tr>
<td>Industrial Piping &amp; Welding, LLC</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>$613,204.63*</td>
</tr>
</tbody>
</table>

* = Denotes error
# BID PROPOSAL TABULATION

## PROJECT NAME
FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJECT (#271)

## BID DATE: 27 DECEMBER 2019
OWNER: CLEARFIELD CITY
PUBLIC WORKS DIRECTOR: ADAM FAVERO

<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Mobilization.</td>
<td>1 ls</td>
<td></td>
<td>$27,250.00</td>
<td>$27,250.00</td>
<td>$26,798.00</td>
<td>$26,798.00</td>
<td>$124,775.00</td>
<td>$124,775.00</td>
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<td>2.</td>
<td>Clear and grub the site.</td>
<td>1 ls</td>
<td></td>
<td>$27,600.00</td>
<td>$27,600.00</td>
<td>$4,645.00</td>
<td>$4,645.00</td>
<td>$3,290.00</td>
<td>$3,290.00</td>
</tr>
<tr>
<td>3.</td>
<td>Demolish the existing building structure.</td>
<td>1 ls</td>
<td></td>
<td>$8,500.00</td>
<td>$8,500.00</td>
<td>$12,789.00</td>
<td>$12,789.00</td>
<td>$7,190.00</td>
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<tr>
<td>4.</td>
<td>Remove and salvage the existing plumbing equipment.</td>
<td>1 ls</td>
<td></td>
<td>$12,500.00</td>
<td>$12,500.00</td>
<td>$3,528.00</td>
<td>$3,528.00</td>
<td>$4,635.00</td>
<td>$4,635.00</td>
</tr>
<tr>
<td>5.</td>
<td>Construct the Well Building.</td>
<td>1 ls</td>
<td></td>
<td>$91,000.00</td>
<td>$91,000.00</td>
<td>$161,889.00</td>
<td>$161,889.00</td>
<td>$110,637.00</td>
<td>$110,637.00</td>
</tr>
<tr>
<td>6.</td>
<td>Install Well plumbing equipment.</td>
<td>1 ls</td>
<td></td>
<td>$58,000.00</td>
<td>$58,000.00</td>
<td>$71,149.00</td>
<td>$71,149.00</td>
<td>$45,014.00</td>
<td>$45,014.00</td>
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<tr>
<td>7.</td>
<td>Install Well Electrical Equipment.</td>
<td>1 ls</td>
<td></td>
<td>$102,000.00</td>
<td>$102,000.00</td>
<td>$119,660.00</td>
<td>$119,660.00</td>
<td>$85,986.00</td>
<td>$85,986.00</td>
</tr>
<tr>
<td>8.</td>
<td>Install Storm Drain System.</td>
<td>1 ls</td>
<td></td>
<td>$29,000.00</td>
<td>$29,000.00</td>
<td>$39,654.00</td>
<td>$39,654.00</td>
<td>$12,682.00</td>
<td>$12,682.00</td>
</tr>
<tr>
<td>9.</td>
<td>Connect to the existing system.</td>
<td>1 ls</td>
<td></td>
<td>$12,000.00</td>
<td>$12,000.00</td>
<td>$7,679.00</td>
<td>$7,679.00</td>
<td>$3,287.00</td>
<td>$3,287.00</td>
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<tr>
<td>10.</td>
<td>Install Perimeter Chainlink Fencing.</td>
<td>345 lf</td>
<td></td>
<td>$35.00</td>
<td>$12,075.00</td>
<td>$34.51</td>
<td>$11,905.95</td>
<td>$33.00</td>
<td>$11,385.00</td>
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<tr>
<td>11.</td>
<td>Construct Perimeter Sidewalk.</td>
<td>1 ls</td>
<td></td>
<td>$6,100.00</td>
<td>$6,100.00</td>
<td>$6,536.00</td>
<td>$6,536.00</td>
<td>$5,155.00</td>
<td>$5,155.00</td>
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<tr>
<td>12.</td>
<td>8-inch thick roadbase.</td>
<td>35 tons</td>
<td></td>
<td>$75.00</td>
<td>$2,625.00</td>
<td>$122.23</td>
<td>$4,378.05</td>
<td>$42.00</td>
<td>$1,470.00</td>
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</tbody>
</table>

**FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJECT (#271)**

**Counterpoint Construction Company**
1598 North Hill Field Road
Suite A
Layton, Utah 84040

**Beck Construction & Excavation, Inc.**
1194 West South Jordan Parkway Suite A
South Jordan, Utah 84095

**Corrio Construction, Inc.**
PO Box 712319
Salt Lake City, Utah 84171

CEC, Civil Engineering Consultants, PLLC
<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total Amount</th>
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<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>3-inch thick bituminous asphalt.</td>
<td>35</td>
<td>tons</td>
<td>$250.00</td>
<td>$8,750.00</td>
<td>$170.11</td>
<td>$5,953.85</td>
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<td>Install select backfill materials.</td>
<td>25</td>
<td>tons</td>
<td>$100.00</td>
<td>$2,500.00</td>
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<td>$2,683.00</td>
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<td>15</td>
<td>Site grading and landscaping improvements.</td>
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<td>ls</td>
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<td>$4,263.00</td>
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<td>16</td>
<td>Remove and reinstall well pump and system.</td>
<td>1</td>
<td>ls</td>
<td>$21,500.00</td>
<td>$21,500.00</td>
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<td>$20,654.00</td>
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<td>Video camera well.</td>
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<td>$3,896.00</td>
<td>$2,390.00</td>
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<td>$11,613.00</td>
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<td>19</td>
<td>Raise concrete well cap and casing pipe.</td>
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<td>$7,450.00</td>
<td>$16,391.00</td>
<td>$16,391.00</td>
<td>$3,852.00</td>
<td>$3,852.00</td>
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</table>

**TOTAL BID:**

- Counterpoint Construction Company
  - 1598 North Hill Field Road
  - Suite A
  - Layton, Utah 84040
  - $535,964.85

- Corrio Construction, Inc.
  - PO Box 712319
  - Salt Lake City, Utah 84171
  - $465,632.00

- Beck Construction & Excavation, Inc.
  - 1194 West South Jordan
  - Parkway Suite A
  - South Jordan, Utah 84095
  - $473,350.00

* = Denotes Error
BID PROPOSAL TABULATION

PROJECT NAME
FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJECT

BID DATE: 27 DECEMBER 2019
OWNER: CLEARFIELD CITY
PUBLIC WORKS DIRECTOR: ADAM FAVERO

<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$8,000.00</td>
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<td>4.</td>
<td>Remove and salvage the existing plumbing equipment.</td>
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<td>ls</td>
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<td>$2,160.00</td>
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<td>$5,918.81</td>
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<td>$3,500.00</td>
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<tr>
<td>5.</td>
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<td>$166,277.00</td>
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<td>$254,196.03</td>
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<td>$78,911.00</td>
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<tr>
<td>6.</td>
<td>Install Well plumbing equipment.</td>
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<td>ls</td>
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<td>$21,600.00</td>
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<td>$43,259.00</td>
<td>$43,259.00</td>
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<tr>
<td>7.</td>
<td>Install Well Electrical Equipment.</td>
<td>1</td>
<td>ls</td>
<td>$58,370.00</td>
<td>$58,370.00</td>
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<td>$92,403.25</td>
<td>$49,397.00</td>
<td>$49,397.00</td>
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<td>8.</td>
<td>Install Storm Drain System.</td>
<td>1</td>
<td>ls</td>
<td>$12,300.00</td>
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<td>$20,879.08</td>
<td>$15,398.00</td>
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<tr>
<td>9.</td>
<td>Connect to the existing system.</td>
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<td>$6,280.00</td>
<td>$6,280.00</td>
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<td>$13,533.17</td>
<td>$4,604.00</td>
<td>$4,604.00</td>
</tr>
<tr>
<td>10.</td>
<td>Install Perimeter Chainlink Fencing.</td>
<td>345</td>
<td>ft</td>
<td>$26.00</td>
<td>$8,970.00</td>
<td>$34.27</td>
<td>$11,823.15</td>
<td>$29.17</td>
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<tr>
<td>11.</td>
<td>Construct Perimeter Sidewalk.</td>
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<td>$6,200.00</td>
<td>$4,535.03</td>
<td>$4,535.03</td>
<td>$5,200.00</td>
<td>$5,200.00</td>
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<tr>
<td>12.</td>
<td>8-inch thick roadbase.</td>
<td>35</td>
<td>tons</td>
<td>$45.00</td>
<td>$1,575.00</td>
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<td>Total Amount</td>
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</tr>
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<td>--------------</td>
<td>------------</td>
<td>--------------</td>
</tr>
<tr>
<td>13.</td>
<td>3-inch thick bituminous asphalt.</td>
<td>35</td>
<td>tons</td>
<td>$175.00</td>
<td>$6,125.00</td>
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<tr>
<td>14.</td>
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<td>$338.19</td>
<td>$8,454.75</td>
<td>$35.00</td>
<td>$875.00</td>
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<tr>
<td>15.</td>
<td>Site grading and landscaping improvements.</td>
<td>1</td>
<td>ls</td>
<td>$23,200.00</td>
<td>$23,200.00</td>
<td>$24,325.95</td>
<td>$24,325.95</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>16.</td>
<td>Remove and reinstall well pump and system.</td>
<td>1</td>
<td>ls</td>
<td>$12,500.00</td>
<td>$12,500.00</td>
<td>$16,846.01</td>
<td>$16,846.01</td>
<td>$18,199.00</td>
<td>$18,199.00</td>
</tr>
<tr>
<td>17.</td>
<td>Video camera well.</td>
<td>2</td>
<td>ea.</td>
<td>$2,500.00</td>
<td>$5,000.00</td>
<td>$1,487.33</td>
<td>$2,974.66</td>
<td>$1,540.00</td>
<td>$3,080.00</td>
</tr>
<tr>
<td>18.</td>
<td>Brushing and bailing well.</td>
<td>30</td>
<td>hrs</td>
<td>$500.00</td>
<td>$15,000.00</td>
<td>$330.27</td>
<td>$9,908.10</td>
<td>$330.88</td>
<td>$9,926.40</td>
</tr>
<tr>
<td>19.</td>
<td>Raise concrete well cap and casing pipe.</td>
<td>1</td>
<td>ls</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td>$11,228.50</td>
<td>$11,228.50</td>
<td>$5,423.00</td>
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<tr>
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<td></td>
<td></td>
<td><strong>$387,929.00</strong></td>
<td><strong>$613,204.63</strong></td>
<td><strong>$287,513.10</strong></td>
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Surety Company
- The Ohio Insurance Company
  - City, State: Montgomery, Pennsylvania, 5%
  - Bid Bond Amount: 8847112-5501

Suretee Insurance Company
- City, State: Houston, Texas, 5%
- Bid Bond Amount: 11407452-5501

Western Surety Company
- City, State: Chicago, IL, 5%
- Bid Bond Amount: 7460655-5501

* = Denotes Error
## BID PROPOSAL TABULATION

### PROJECT NAME
FREEPORT SOUTH WELL BUILDING IMPROVEMENT PROJEC

### BID DATE: 27 DECEMBER 2019
OWNER: CLEARFIELD CITY
PUBLIC WORKS DIRECTOR: ADAM FAVERO

<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Description</th>
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<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
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<td>$89,000.00</td>
<td>$42,069.00</td>
<td>$42,069.00</td>
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<tr>
<td>2.</td>
<td>Clear and grub the site.</td>
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<td></td>
<td>$3,087.50</td>
<td>$3,087.50</td>
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<td>$9,000.00</td>
<td>$1,750.00</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>3.</td>
<td>Demolish the existing building structure.</td>
<td>1 ls</td>
<td></td>
<td>$4,250.00</td>
<td>$4,250.00</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>4.</td>
<td>Remove and salvage the existing plumbing equipment.</td>
<td>1 ls</td>
<td></td>
<td>$8,750.00</td>
<td>$8,750.00</td>
<td>$3,600.00</td>
<td>$3,600.00</td>
<td>$3,300.00</td>
<td>$3,300.00</td>
</tr>
<tr>
<td>5.</td>
<td>Construct the Well Building.</td>
<td>1 ls</td>
<td></td>
<td>$94,362.00</td>
<td>$94,362.00</td>
<td>$178,000.00</td>
<td>$178,000.00</td>
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<tr>
<td>6.</td>
<td>Install Well plumbing equipment.</td>
<td>1 ls</td>
<td></td>
<td>$49,750.00</td>
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<td>$72,000.00</td>
<td>$72,000.00</td>
<td>$105,000.00</td>
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<tr>
<td>7.</td>
<td>Install Well Electrical Equipment.</td>
<td>1 ls</td>
<td></td>
<td>$88,560.00</td>
<td>$88,560.00</td>
<td>$70,000.00</td>
<td>$70,000.00</td>
<td>$86,680.00</td>
<td>$86,680.00</td>
</tr>
<tr>
<td>8.</td>
<td>Install Storm Drain System.</td>
<td>1 ls</td>
<td></td>
<td>$11,768.00</td>
<td>$11,768.00</td>
<td>$37,500.00</td>
<td>$37,500.00</td>
<td>$7,920.00</td>
<td>$7,920.00</td>
</tr>
<tr>
<td>9.</td>
<td>Connect to the existing system.</td>
<td>1 ls</td>
<td></td>
<td>$6,962.50</td>
<td>$6,962.50</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
<td>$4,400.00</td>
<td>$4,400.00</td>
</tr>
<tr>
<td>10.</td>
<td>Install Perimeter Chainlink Fencing.</td>
<td>345 lf</td>
<td></td>
<td>$26.61</td>
<td>$9,180.45</td>
<td>$35.00</td>
<td>$12,075.00</td>
<td>$30.95</td>
<td>$10,677.75</td>
</tr>
<tr>
<td>11.</td>
<td>Construct Perimeter Sidewalk.</td>
<td>1 ls</td>
<td></td>
<td>$4,225.00</td>
<td>$4,225.00</td>
<td>$8,500.00</td>
<td>$8,500.00</td>
<td>$5,200.00</td>
<td>$5,200.00</td>
</tr>
<tr>
<td>12.</td>
<td>8-inch thick roadbase.</td>
<td>35 tons</td>
<td></td>
<td>$441.05</td>
<td>$15,436.75</td>
<td>$125.00</td>
<td>$4,375.00</td>
<td>$27.50</td>
<td>$962.50</td>
</tr>
</tbody>
</table>

---

**Unit Price**
- $141,265.36
- $3,087.50
- $4,250.00
- $8,750.00
- $94,362.00
- $49,750.00
- $88,560.00
- $11,768.00
- $6,962.50
- $26.61
- $4,225.00
- $441.05

---

**Total Amount**
- $141,265.36
- $3,087.50
- $4,250.00
- $8,750.00
- $94,362.00
- $49,750.00
- $88,560.00
- $11,768.00
- $6,962.50
- $9,180.45
- $4,225.00
- $15,436.75

---

**Unit**
- ls
- lf
- tons
<table>
<thead>
<tr>
<th>Bid Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
<th>Unit Price</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>3-inch thick bituminous asphalt.</td>
<td>35</td>
<td>tons</td>
<td>$208.68</td>
<td>$7,303.80</td>
<td>*</td>
<td>$300.00</td>
<td>*</td>
<td>$5,775.00</td>
</tr>
<tr>
<td>14</td>
<td>Install select backfill materials.</td>
<td>25</td>
<td>tons</td>
<td>$72.90</td>
<td>$1,822.50</td>
<td>$30.00</td>
<td>$750.00</td>
<td>*</td>
<td>$550.00</td>
</tr>
<tr>
<td>15</td>
<td>Site grading and landscaping improvements.</td>
<td>1</td>
<td>ls</td>
<td>$9,784.00</td>
<td>$9,784.00</td>
<td>$7,500.00</td>
<td>$7,500.00</td>
<td>*</td>
<td>$7,500.00</td>
</tr>
<tr>
<td>16</td>
<td>Remove and reinstall well pump and system.</td>
<td>1</td>
<td>ls</td>
<td>$16,544.00</td>
<td>$16,544.00</td>
<td>$18,000.00</td>
<td>$18,000.00</td>
<td>*</td>
<td>$14,025.00</td>
</tr>
<tr>
<td>17</td>
<td>Video camera well.</td>
<td>2</td>
<td>ca.</td>
<td>$1,400.00</td>
<td>$2,800.00</td>
<td>$750.00</td>
<td>$1,500.00</td>
<td>*</td>
<td>$2,474.00</td>
</tr>
<tr>
<td>18</td>
<td>Brushing and bailing well.</td>
<td>30</td>
<td>hrs</td>
<td>$300.80</td>
<td>$9,024.00</td>
<td>$300.00</td>
<td>$9,000.00</td>
<td>$275.00</td>
<td>$8,250.00</td>
</tr>
<tr>
<td>19</td>
<td>Raise concrete well cap and casing pipe.</td>
<td>1</td>
<td>ls</td>
<td>$3,430.00</td>
<td>$3,430.00</td>
<td>$16,000.00</td>
<td>$16,000.00</td>
<td>*</td>
<td>$9,350.00</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL BID:</strong></td>
<td></td>
<td></td>
<td><strong>$488,305.86</strong></td>
<td>*</td>
<td><strong>$567,300.00</strong></td>
<td>*</td>
<td><strong>$449,883.25</strong></td>
<td>*</td>
</tr>
</tbody>
</table>

**Surety Company**

- **Travelers Casualty & Surety Co. of America**
  - Hartford, CT
  - 5%
  - 247978-5501

- **Employers Mutual Casualty Company**
  - Des Moines, IA
  - 5%
  - 367938-5501

- **Westfield Insurance Company**
  - Westfield Center, Ohio
  - 5%
  - 5178262-5501

* = Denotes Error
TO: Mayor Shepherd and City Council Members
FROM: Brad McIlrath, Senior Planner
MEETING DATE: Tuesday, January 7, 2020
SUBJECT: Downtown Form-Based Code Update – Progress and Discussion

RECOMMENDED ACTION
Staff recommends that the City Council discuss any further changes they see necessary to make with the code prior to the public hearing on January 14, 2020. Staff also recommends follow up on any previous recommended changes by the City Council.

DESCRIPTION / BACKGROUND
Since the adoption of the Form-Based Code in June 2018, City Staff as well as elected and appointed officials saw it necessary to evaluate and update the code to best align with the Creating Downtown Clearfield vision. Since the commencement of this update, City staff and the consultant team have worked together to identify necessary changes related to content, format, and graphics. As part of this update, Planning Staff and FFKR have met with representatives at the UDOT Region 1 office and have identified the opportunity to address the city’s needs for the downtown through a corridor agreement. This agreement has lengthened the timeline of the update as well as other necessary changes identified by FFKR. Multiple drafts of the code have been made over the last few months as part of work sessions with the City Council and Planning Commission. Each draft and the changes therein, have been in preparation for the public hearing approval process and adoption.

The most recent version of the code draft was reviewed by the City Council in work session on December 17th. This was a continuation of the work session discussion and review from December 10th. The code draft that was presented to the City Council included comments from Planning Staff as well as the Planning Commission. At the December 17th work session, Planning Staff solicited comments from the City Council and requested that any additional comments be provided prior to the work session on January 7th. At both work sessions on the 10th and the 17th, Planning and FFKR staff took note of comments and concerns of the City Council and have worked to incorporate those into the final revisions.

Planning Staff met with FFKR on December 20th to review the comments provided to the consultant from City Staff to the City Council. Due to the holiday season, the consultant is working hard to make
the final edits necessary for review and adoption on the 14th, but it may be most appropriate to table the final adoption until the January 28th policy session when all of the changes would be completed.

REVIEW OF CITY COUNCIL CHANGES/CONCERNS

This section of this report is intended to provide an update on the comments/concerns that have been provided by the City Council. If any item has not been included in this review please make sure to bring it to the attention of City Staff at the work session on January 7th.

- **Kier Property on 200 South** – That is being changed to be both U-C (Urban Commerce) on the west side of the future street and T-R (Town Residential) on the east side of the future street.
- **Residential Care** – That definition and use is being moved from a residential classification to a service classification.
- **Townhome Building Type** – This building type is being modified to allow for front loaded garages for townhomes that do not face a public street or interior green or courtyard. This is being done to prevent the fronts of townhomes from facing a side or rear property line in a development.
- **Townhome Widths** – The code currently lists the minimum width for a townhome at 20 feet and the maximum width for all combined as 6 units or 120 feet. With this current standard no unit in a building with 6 townhomes could be greater than 20 feet. To provide for a range of widths, this section will be changed to have a maximum width of 130 feet or 6 units, whichever is greater.
- **Building Stepback** – This is being modified to be required for buildings greater than four stories. Current code requires a stepback for buildings greater than three stories.
- **Building Type Standards** – Planning Staff and the consultant reviewed the development standards for each building type on the 20th and made changes to build-to-zones or setbacks as well as other corrections that were necessary.
- **Garden Court Building Type** – It was recommended by the Planning Commission that this building type not include more than 2 units (duplex). The City Council appeared to indicate that the proposed 4 units (fourplex) would also be appropriate. Is this correct, or should this building type be limited to 2 units?
- **Residential Development Amenities and Open Space** – These standards are being modified to address the concerns of the City Council by not requiring larger outdoor common spaces to comply with the Open Space chapter standards.
- **Civic Open Space Standards** – In the work session on Dec. 17th, the method of calculating the fee-in-lieu for developments was discussed. The discussion was whether or not to require the fee or dedication of open space for nonresidential projects. Additionally, the Council discussed the method of calculating the amount of open space required or the fee that would be applied,
per this calculation. Staff met with our consultant on Dec. 20th and continued that conversation including a review of the Parks and Open Spaces Capital Improvements Plan to identify the level of service acreage (which is 2.29 acres per 1,000 people) that was recommended throughout the City. Based upon this number, staff is working to increase the level of service for developments in the downtown by a percentage and add that percent to the current impact fee of $1,441.00, which is required for each multi-family unit. Instead of creating a different pot of money that is held for the downtown area, this fee-in-lieu would be added to the current impact fee and could be used for all parks throughout the City. Seeing that major parks are near the downtown area, as well as regional parks and open spaces that are in the area (Fisher Park, Cemetery, Barlow Park, Future Mabey Pond Site) staff sees it as essential to include this fee-in-lieu to be calculated as an addition to the impact fee by a certain percentage that will then be used throughout the City. Planning Staff is close to finalizing the calculation which will be reviewed at the work session on the 7th.

- **Bioswale in Park Strip** – The park strip design for the downtown area will be more consistent with what was originally proposed and not include a bioswale as it could lead to increased maintenance for the City. The private developments will be required to provide them for interior parking lot and site landscaping to reduce the amount of storm water runoff into the storm water system by encouraging the percolation of water into the local soils on site.

- **Staff Comments** – The consultant is continuing to address the comments provided by City Staff and will provide a clean updated copy of the code as soon as the changes are completed.

If there are additional comments that have not been listed here, please bring them to the attention of Planning Staff prior to the work session meeting on the 7th, so they can be prepared to address them at the meeting.

**CORRESPONDING POLICY PRIORITY (IES)**

The update of the Downtown Clearfield Form-Based Code (FBC) addresses the Policy Priority of *Improving Clearfield’s Image, Livability, and Economy* in the following ways.

- The use of and update of the FBC encourages high quality economic development with increased development standards and a mix of residential and commercial uses to create a livable and walkable downtown.

- The FBC update will encourage beautification of the downtown with a clear design of the streetscape for State/Main Street and 700 South. As part of this design, specific design elements such as street lighting standards, benches, trash receptacles, street trees and grates, and other street furniture will be identified. Standards will be provided for all other streets.
within the downtown and will be encouraged as a connection of the downtown to the Clearfield Station site.

- The FBC update will contribute to community pride and investment by creating a downtown where people can live, work, and play. The update will provide a clear development vision with community open spaces that tie into new development and existing recreational spaces.

The update meets the Policy Priority of *Providing Quality Municipal Services* in the following ways.

- The FBC update is fueled by continuous improvement and the goal to be innovative in the ways the City develops and attracts redevelopment.

- The FBC update will build on conversations and collaboration with UDOT to provide a streetscape that is welcoming for cars, transit, bikes, and pedestrians.

**FISCAL IMPACT & SCHEDULE**

$45,000 was budgeted for this update which includes the consultant services until the final adoption of the update. The final document and adoption of the changes is scheduled in the contract to be completed by the end of January 2020. The completion date has moved back by a few months to address a corridor agreement with UDOT for the SR-126 improvements as well as additional analysis of the zones and development standards.

**ALTERNATIVES**

None

**SCHEDULE / TIME CONSTRAINTS**

The final document and adoption of the changes is scheduled to take place at the January 14th, 2020 policy session. Staff and the consultant have worked to address comments and changes needed prior to adoption. Due to the holiday season, not all of the changes will be complete in time for the packet for the January 14th meeting. To ensure that a complete document is ready by adoption, the City Council may choose to continue the public hearing until the next policy session on January 28, 2020. Following the adoption of the code update, any zoning map amendments that will need to be made as part of the update will need to be completed by Clearfield City as was done previously when the code was adopted in June 2018.

**LIST OF ATTACHMENTS**

- Chapter Update Overview
Chapter 1: Introduction

Big Ticket Items:

To Consider:

• Add an overview of each chapter’s intent (replicate intent paragraph from each chapter)

Chapter 2: Districts

Big Ticket Items:

• Added details regarding allowed building types on allowed streets

To Consider:

• Confirm the allowed building types on the street types

Chapter 3: Uses

Big Ticket Items:

• Use Category consistency with existing code
• Use by District and Use by Building Type included
• Remember that uses and building types differ (e.g. Office Uses are allowed in TR; the Office Building Type is not, so Office Uses would occur in a Mixed-Use building type).

To Consider:

• Move chapter after Building Types [confirmed with City Council on 12/10/2019]

Chapter 4: Street & Block Network

Big Ticket Items:

• Added details regarding allowed building types on allowed streets

To Consider:

• Confirm the street hierarchy and/or if a street would be Neighborhood or Commercial in type depending on adjacent district

Chapter 5: Street Types & Streetscape

Big Ticket Items:
• Updated diagrams
• UDOT Corridor agreement – lane width, medians, space for bike facilities
  o Urban Core – 11’ lanes
  o Gateway – 12’ lanes
• Streetscape design for Urban Core (may be modified to support healthier spaces for urban trees)

To Consider:
• Vehicular Realm – expand bicycle sections to refer to bicycles and e-scooters

**Chapter 6: Building Types**

Big Ticket Items:
• Added additional frontage/entrance types
• Secondary uses in residential and civic building types (e.g. small café on ground floor)
• Removed adaptive re-use as a building type
• Added the Garden Court for expanding housing type options in the TR zone (e.g. missing middle housing options between SF and MF apartments)
• Materials
• Building/Site Amenities
• Updated structure/flow of Building Type Tables

To Consider/Add:
• Need to include a height transition diagram for the buffering between existing residential and FBC zones
• Separating single Building Type tables into two or three smaller tables

**Chapter 7: Landscape**

Big Ticket Items:
• Differentiation of chapter intent/applicability for landscaped areas – front/side/rear setback landscaping; parking lot buffer landscaping; interior parking lot landscaping. Streetscape and Street Trees moved to Streetscape chapter

To Consider:
• Remove section on installation if covered in a city-wide policy document
• Clarify the intent and use of setback areas - e.g. active urban landscape to be used by building residents/users/visitors; to provide privacy; to enhance with plants/vegetation; and/or to function as transitions between lots/districts
• Use this chapter to define/specify “Active Streetscape” or do it in Chapter 8 (as an open space type)
• More clarification and updated diagrams/table for buffers vs. screens.
• Provide more information/examples of xeriscaping (are more options than just rocks)

Chapter 8: Open Space Types

Big Ticket Items:

• Civic/Public Open Space types only – not on-site amenities for residential projects (these are covered in Building Types chapter now)
• Use fee-in-lieu to create open space types that are a true urban amenity
• Clarify the desirability of smaller open space types to help serve an increasing urban population and urban context. While city CIP is suggesting no more pocket parks, the open space types in this chapter are tailored to serve an urban population. Using the “special park type” designation

To Consider/Define:

• Need to decide on fee-in-lieu amount structure, impact fee schedule
• Do not decrease the LOS as recommended in the CF Plan, which would lower the amount of impact fees the city can request. Keep a higher LOS and ensure the proposed open spaces that will be part of downtown are part of the overall tally for proposed parks.

Chapter 9: parking

Big Ticket Items:

• Updated Shared Parking table
• Clarified visitor parking for residential

To Consider:

• Tandem parking

Chapter 10: Signs

Big Ticket Items:

• Iconic sign example

To Consider:

• Make Center Identification Sign – Pole Signs
• Create Wayfinding/Center Identification sign type

Chapter 11: Administration

Big Ticket Items:
• Updated development agreement section

To Consider/Define:

• FBC flow diagram for using code and administering the code
Amend the Future Land Use Map of the General Plan Commercial to Residential
Background Information

- Parcel is currently zoned C-2 (Commercial)
- Applicant is requesting GP amendment to allow for rezone of property to Agricultural.
- Approximately 10 acres (two owners)
- Requested changed (along with Rezone) is for tax purposes.
- General Plan designation is Commercial and does not support rezone from C-2 to A-1, unless land use map is approved for the requested change.
- Staff recommend Denial to the Planning Commission
- PC recommended Denial to the Council
Planning Commission Recommendation

December 4th, 2019 - Planning Commission Recommendation

Following careful consideration of the information included in this report the Commission moved to recommend DENIAL of this application to the Council based upon the following findings:

- The proposed general plan amendment is inconsistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
Rezone properties from Commercial (C-2) to Agricultural (A-1)
Background Information

- Parcel is currently zoned C-2 (Commercial)
- Applicant is requesting GP amendment to allow for rezone of property to Agricultural.
- Approximately 10 acres (two owners)
- Requested changed (along with Rezone) is for tax purposes.
- General Plan designation is agricultural designation is not supported or supportable, unless land use map is approved for a change from Commercial to Residential.
- Staff recommend Denial to the Planning Commission
- PC recommended Denial to the Council
Planning Commission Recommendation

December 4th, 2019 - Planning Commission Recommendation

Following careful consideration of the information included in this report the commission moved to recommend DENIAL of this application to the Council based upon the following findings:

- The proposed zoning map amendment is inconsistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
- The proposed rezone is contingent on the approval of GPA 2019-100016 for the change in the future land use map of the City.
Zoning Map Amendment
A-1 (Agricultural) to R-1-8 (Residential)
RZN 2019-100017
Background Information

- July 2018:
  - Parcels rezoned from A-1 to R-1-8
  - ZTA approved to allow for reduced setbacks
  - Rezone a portion of the existing property to be included in the Hamblin Estates Subdivision.
  - General Plan future land use designation is Residential.
Staff recommended that the Planning Commission forward a recommendation of **APPROVAL** to the City Council for the proposed zoning map amendment, based upon the following findings:

1. The proposed rezone is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.

2. The proposed rezone of this portion of this agricultural property to R-1-8 will be consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan if the General Plan amendment is approved.

3. With the rezone to R-1-8 and future development of this area as residential the use will be consistent with existing residential uses in the area.

4. Development of residential with the existing infrastructure will have minimal impact on City services.
Following careful consideration of the information included in this report the commission moved to recommend DENIAL of this application to the Council based upon the following findings:

1. The proposed rezone is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.

2. The proposed rezone of this portion of this agricultural property to R-1-8 will be consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan if the General Plan amendment is approved.

3. With the rezone to R-1-8 and future development of this area as residential the use will be consistent with existing residential uses in the area.

4. Development of residential with the existing infrastructure will have minimal impact on City services.
Downtown Form-Based Code Update
Zoning Text Amendment, ZTA 1909-0002
Background

Creating Downtown Clearfield Small Area Plan
- Created the vision for the downtown and recommendations
- Goal 1: Modernize Downtown Zoning
  - Strategy 1 Option A: Develop a Form-based code for the corridor.

Form-Based Code Creation
- May 2017 – June 2018

Code Update
- Adopted June 2018
- Through implementation identification of needed revisions to meet vision.
- Contracted with FFKR Architects for update to be completed by January 14, 2020 for adoption.
- Work Session with City Council on December 10 & 17, 2019
- Rezoning of necessary properties to follow the approval of the code recommendations*
1. Introduction
2. Zoning Districts
3. Uses
4. Street and Block Network
5. Street and Streetscape
6. Building Types
7. Site Landscape and Amenity
8. Civic Open Space
9. Parking
10. Signs
11. Administration and Appendices
The Downtown contains six distinct zoning districts that reflect a diversity of building types and scales.

- Civic (CV)
- Gateway Corridor Commerce (CC)
- Town Mixed Commerce (TC)
- Town Neighborhood Residential (TR)
- Urban Core Commerce (UC)
- Urban Mixed Residential (UR)
1. Move to recommend approval of ZTA 1909-0002 to the Clearfield City Council, a zoning text amendment to amend the Downtown Clearfield Form-Based Code as proposed.

2. Move to recommend denial of ZTA 1909-0002 to the Clearfield City Council, a zoning text amendment to amend the Downtown Clearfield Form-Based Code as proposed.

3. Move to table ZTA 1909-0002 to request additional information for consideration.
Clearfield City | January 7, 2020

Fiscal Year 2020 Budget Amendments
FY20 Budget Amendments-General Fund

- Two way radios rollover from FY19—$9,000 between five funds
- Arts Center Electrical—$40,000 add to $85k already budgeted
- Recognize Capitalized Interest 2018 Bond—$317,000
  - Does not impact fund balance
FY20 Budget Amendments-General Fund

- Move excess of 25% fund balance after budgeted spend down—$632,000
  - FY19 year end unrestricted fund balance, minus FY20 budgeted use of reserves, minus these budget amendments, minus the 25% projected target.
  - Can move monies back to the General Fund
  - Any future FY20 amendments would bring below the 25%
  - Likely FY20 actual will still result in the City exceeding the 25%
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

Water Fund
• Towers at Legend Hills — $352,400
  • Storm portion already in budget
FY20 Budget Amendments-CDRA Fund

• Façade Grant —$50,000
  • FY19 rollover

• Gateway Construction –$50,000
  • FY19 rollover
Potential Future Amendments

- 4th of July
- Cornerstone
- Rec OT