

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
June 9, 2020 – POLICY SESSION

Public meetings will be held electronically in accordance with Executive Order 2020-1 Suspending the Enforcement of the Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020. **No physical meeting location will be available.** The public may monitor or listen to the open portions of the meeting electronically by following the instructions below.

Zoom Meeting
Join Zoom Meeting
<https://us02web.zoom.us/j/88442158462>

Meeting ID: 884 4215 8462

Dial by your location
+1 669 900 6833 US
+1 253 215 8782 US

7:00 P.M. POLICY SESSION

CALL TO ORDER:

THOUGHT:

APPROVAL OF MINUTES:

Mayor Shepherd
Councilmember Bush
February 7, 2020 – Work Session
April 28, 2020 – Work Session
April 28, 2020 – Policy Session
May 5, 2020 – Work Session
May 12, 2020 – Policy Session
May 19, 2020 – Joint Work Session
May 19, 2020 – Work Session

PUBLIC HEARINGS:

If you wish to comment during the public comment portion of the public hearing or the open comment period the Zoom meeting chat will be open beginning at 7:00 p.m. and closing at 7:15 p.m. Written comments can also be submitted prior to the meeting by visiting <http://www.clearfieldcity.org/notice> until 5:00 p.m. on the date of the scheduled public hearing. Submitted comments related to the subject of the public hearings will be shared during the meeting for the record.

1. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT REGARDING THE PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2021-2025 CONSOLIDATED PLAN AND 2020-2021 ONE YEAR ACTION PLAN**

BACKGROUND: The Consolidated Plan is necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). This public hearing will allow for information and comments by citizens, public agencies, and other interested parties, regarding the amount of federal assistance

the City expects to receive from HUD, and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income.

The Consolidated Plan includes the One-Year Action Plan for the program year July 1, 2020 to June 30, 2021. Citizens are given the opportunity to review the One-Year Action Plan at the Customer Service Center from June 10, 2020 to July 14, 2020. The final copy will be presented to the Council for consideration on July 14, 2020 at which time a second public hearing will be held.

RECOMMENDATION: Receive public comment.

Agenda Items will be addressed while the public comment portion of the public hearing and open comment period are open (7:00 p.m. to 7:15 p.m.) to allow sufficient time for the public to participate. Following the expiration of the public comment period at 7:15 p.m., the City Council will close the public hearings and all public comments received will be read into the record prior to the Council deliberating on the items.

SCHEDULED ITEMS:

2. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic.

3. CONSIDER APPROVAL OF RESOLUTION 2020R-08 APPROVING THE INTERLOCAL AGREEMENT BETWEEN CLEARFIELD CITY AND THE UTAH TRANSIT AUTHORITY FOR THE CONSTRUCTION OF A PEDESTRIAN/BIKE TRAIL

BACKGROUND: Utah Transit Authority (UTA) received funding from a Congestion Mitigation and Air Quality (CMAQ) grant program to construct a pedestrian/bike trail in Clearfield. The City would need to match \$120,000 towards construction of the trail and maintain those segments not situated on UTA property. This project will connect the FrontRunner station to the Denver Rio Grande Western Rail Trail, the Freeport Center, Antelope Drive (1700 South) and State Road 193 in Clearfield.

RECOMMENDATION: Approve Resolution 2020R-08 approving the Interlocal Agreement between Clearfield City and the Utah Transit Authority for the construction of a pedestrian/bike trail and authorize the Mayor's signature to any necessary documents.

4. CONSIDER APPROVAL OF THE FINAL SUBDIVISION PLAT FOR THE LOTUS MARQ SUBDIVISION LOCATED AT APPROXIMATELY 442 SOUTH AND 448 SOUTH STATE STREET (TINS: 12-003-0108 AND 12-003-0109)

BACKGROUND: The applicant is requesting final subdivision plat approval for the proposed 3-lot subdivision that will also include roadway dedication for future streets and parcels for a City park and storm water retention. The street dedications will provide a connection to Depot Street to the south and State Street to the east. The lots include ten foot public utility easements along the frontages of the new streets and a ten foot storm drain easement that crosses through lots 2

and 3. The Planning Commission reviewed the request at its meeting on May 20, 2020 and forwarded a recommendation of approval with five conditions.

RECOMMENDATION: Approve the Final Subdivision Plat with the conditions recommended by the Planning Commission for the Lotus Marq Subdivision located at approximately 442 South and 448 South State Street and authorize the Mayor's signature to any necessary documents.

5. CONSIDER APPROVAL OF ORDINANCE 2020-12 AMENDING THE CITY'S CONSOLIDATED FEE SCHEDULE TO ADJUST THE FEES FOR DAILY ADMISSION FEES AND MEMBERSHIPS AT THE CLEARFIELD AQUATIC AND FITNESS CENTER; THE NEIGHBORHOOD DUMPSTER PROGRAM; AND THE ADDITIONAL TRASH CONTAINER

BACKGROUND: The fees for services at the Clearfield Aquatic and Fitness Center have had only minimal adjustment over the course of fifteen years. The City recently contracted to complete a business plan and fee study. The results were presented to the City Council on May 19, 2020. In an effort to implement the findings of the study and recover the total direct costs associated with the operation of the center, the fees for daily admissions and memberships are proposed to be increased. Also during budget discussions with the Council, staff identified fees where the City's subsidy was growing year over year and to keep up with increased costs the fees for dumpster and trash fees are proposed to be increased.

RECOMMENDATION: Approve Ordinance 2020-12 amending the City's Consolidated Fee Schedule to amend fees for and authorize the Mayor's signature to any necessary documents.

6. CONSIDER APPROVAL OF AMENDMENTS TO THE CITY'S CITIZEN PARTICIPATION PLAN

BACKGROUND: The Citizen Participation Plan is necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). To address challenges of the COVID-19 pandemic HUD has provided a waiver for a reduced public comment timeline for consolidated plans and supporting reports. This is to allow communities to more quickly respond to the local needs during times of disaster and or emergency declaration. The City has notified HUD of the intent to use the waiver to have a 5-day comment period; however, the City's Citizen Participation Plan would need to be amended to allow for a shorter comment period.

RECOMMENDATION: Approve amendments to the City's Citizen Participation Plan and authorize the Mayor's signature to any necessary documents.

7. CONSIDER THE AWARD OF BID FOR THE 10-INCH WATERLINE IMPROVEMENT PROJECT ON 1000 EAST STREET

BACKGROUND: Staff solicited bids to make improvements to the waterline on 1000 East Street just north of 700 South to 450 South. The project includes replacing a section of an old 4-inch waterline with 10-inch PVC pipe and adding waterline to complete a water loop on 1000 East. Eleven companies provided bids and the lowest responsible bidder was Kapp Construction and Development Company with a bid of \$161,560.25.

RECOMMENDATION: Approve the award of bid for the 10-Inch Waterline Improvement Project on 1000 East Street to Kapp Construction and Development Company for the bid amount of \$161,560.25 with contingency and engineering costs of \$32,400.00 for a total project cost of \$193,960.25 and authorize the Mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

*****COUNCIL ADJOURN*****

Dated this 4th day of June, 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.