

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY SESSION
March 26, 2024

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mayor Pro Tem Karece Thompson

PRESENT: Councilmember Nike Peterson, Councilmember Tim Roper, Councilmember Karece Thompson, Councilmember Dakota Wurth

ABSENT: Mayor Mark Shepherd, Councilmember Megan Ratchford

STAFF PRESENT: Assistant City Manager Summer Palmer, City Attorney Stuart Williams, Public Works Director Adam Favero, City Community Services Director Eric Howes, Community Development Director Spencer Brimley, Senior Planner Brad McIlrath, Communications Manager Shaundra Rushton, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor.

VISITORS: Andy Garcia – DeMolay, Tayvin White – DeMolay, Churie Cohen – DeMolay, Lindsey Cohel – DeMolay, Denin Hill – Demolay, Dresden Hill – DeMolay, Debbie Hill – Demolay, Ashlint Byar – DeMolay, Killian Randall – DeMolay, Sarah Randall – DeMolay, Ellis Valdez – DeMolay, Daneen Adams – Open Doors, Todd Hixson – Safe Harbor, Kathryn Murray.

Mayor Pro Tem Karece Thompson called the meeting to order at 7:04 p.m.

Councilmember Wurth led the opening ceremonies.

APPROVAL OF MINUTES

February 13, 2024 – work session
February 13, 2024 – policy session
February 27, 2024 – work session
February 27, 2024 – policy session

Councilmember Peterson asked to table the minutes from the February 27, 2024 work and policy sessions to give her time to review and submit feedback to staff.

Councilmember Peterson moved to approve the February 13, 2024 work session, February 13, 2024 policy session, and table the February 27, 2024 work session, February 27, 2024 policy session, seconded by Councilmember Wurth.

RESULT: Passed [4 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Wurth, Councilmember Thompson

NO: None

ABSENT: Councilmember Ratchford

PUBLIC HEARING ON AN AMENDMENT TO THE MASTER DEVELOPMENT PLAN OF THE CLEARFIELD STATION MASTER DEVELOPMENT AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA), AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION PROJECT LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET (TINs: 12-066-0138, 12-882-0001, 12-882-0004, and 12-882-0005)

Brad McIlrath, Senior Planner, explained the proposed amendments to the Master Development Plan (MDP) which was an exhibit of the Master Development Agreement. He explained that the MDP provided development regulations for the Clearfield Station area. He said staff had received an application for the first project for the Mixed-Use Residential Buildings C & D. He reported that through the application process, staff and the developers had identified some necessary amendments to provide more clarity and flexibility for the development of the site. He showed the Illustrative Master Plan where he identified the location of the buildings.

Mr. McIlrath discussed the requested changes to section 4.11 Signage, and the addition of Icon Signage language. He said the developer did not have any plans for rooftop signage at the current time, but said if they had a rooftop sign, they anticipated it being text placed along the top edge of the building and not on the rooftop. Mr. McIlrath read the language for Icon Signage to Council. He reviewed the Temporary Signage section where language had been added to allow for signage during the preconstruction phase to advertise future plans for the project. Based upon feedback from the Planning Commission and Council to reduce visual clutter, it made allowance for one sign per use, with a potential maximum of three signs.

Mr. McIlrath reviewed proposed changes to section 5.1 Mixed Use Residential Land Use Regulations. The proposed change would redefine the measurement of the front setbacks. He showed an example in Building C. The Code required a setback of no more than 10 feet from the property line, but Building C exceeded that setback. He said there would need to be redesigns to provide more active outdoor space, such as outdoor dining, display of goods; some kind of extension of the interior use. The proposed language would add that the setback would be measured from the right-of-way or public utility easement (PUE) line to the street-side edge of the outdoor use hardscape area.

In the Land Use Requirements section a comma was added to clarify original intent.

Mayor Pro Tem Thompson opened the public comment at 7:20 p.m.

There were no public comments.

Councilmember Peterson moved to close the public hearing at 7:21 p.m., seconded by Councilmember Roper.

RESULT: Passed [4 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Wurth

NO: None

ABSENT: Councilmember Ratchford

PUBLIC HEARING TO REVIEW THE 2024-2025 COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

Allison Barnes, CBDG Coordinator, explained that as an entitlement Grantee of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) funds, Clearfield City, was required to develop an Annual Action Plan. HUD regulations required two public hearings, the first was to start the 30-day comment period to gather information from the public concerning the needs within Clearfield City. No action was required. She said the finalized plan would be presented to Council on May 14, 2024. It was anticipated that Clearfield City would receive approximately \$193,000, with the official amount to be announced around May 8, 2024. She said the steering committee was considering splitting the public service allotment equally (15%), pay for administration costs (20%), and purchase a vacant lot (65%).

Deneen Adams, Assistant Executive Director from Open Doors, expressed appreciation for past support to their organization. She reported that Circles was going into their 9th year of providing services. She said it was an anti-poverty program that used mentors to assist residents to overcome the barriers of poverty. They were asking for \$15k to keep the program going.

Todd Hickson, the new Executive Director for Safe Harbor, introduced himself. He informed Council of the services provided by Safe Harbor, such as shelter support services, education awareness, crisis intervention through their hotline, therapy, children's advocacy, and protective orders. Their group were asking for \$12k to help support their emergency shelter staffing funding. Councilmember Peterson asked if Clearfield City or Davis County was trending upward or downward with domestic violence since the Covid-19 pandemic. He said with the legislation passed last year with the lethality assessment, they saw their numbers had increased significantly. Stuart Williams, City Attorney, said the numbers could be going up because of the lethality assessment, increased education and reporting by police, and police bringing more awareness to residents of the available programs. Councilmember Peterson asked if there was a way for residents to help Safe Harbor. Mr. Hickson said volunteers could go directly to their website or contact the agency to help. The agency accepted help from those wanting to volunteer their time, accepted donations in kind or however individuals wanted to help.

Mayor Pro Tem opened the public hearing at 7:30 p.m.

There were no public comments.

Councilmember Roper moved to close the public hearing at 7:30 p.m., seconded by Councilmember Wurth.

RESULT: Passed [4 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Wurth

NO: None

ABSENT: Councilmember Ratchford

OPEN COMMENT PERIOD

There was no public comment.

APPROVAL OF THE DeMOLAY PROCLAMATION DECLARING THE MONTH OF MARCH 2024 DeMOLAY MONTH IN CLEARFIELD CITY

Andy Garcia introduced DeMolay International and explained that it was a special club for boys between the ages of 12-21. He said it was a place to learn about how to be leaders, how to manage projects and work as a team. They liked to be a family and support each other.

Mayor Pro Tem Thompson expressed his support for their efforts and encouraged the DeMolay International organization and participants to continue their efforts to provide valuable development. Mayor Pro Tem Thompson read the Proclamation.

Councilmember Peterson moved to approve the DeMolay Proclamation declaring the month of March 2024, DeMolay Month in Clearfield City, seconded by Councilmember Wurth.

RESULT: **Passed [4 TO 0]**

YES: Councilmember Peterson, Councilmember Roper, Councilmember Wurth, Councilmember Thompson

NO: None

ABSENT: Councilmember Ratchford

APPROVAL OF ORDINANCE 2024-04 APPROVING AN AMENDMENT TO THE MASTER DEVELOPMENT PLAN OF THE CLEARFIELD STATION MASTER DEVELOPMENT AGREEMENT (MDA) WITH CLEARFIELD CITY, UTAH TRANSIT AUTHORITY (UTA), AND CLEARFIELD STATION PARTNERS, LLC FOR THE CLEARFIELD STATION PROJECT LOCATED AT APPROXIMATELY 1250 SOUTH STATE STREET (TINs: 12-066-0138, 12-882-0001, 12-882-0004, and 12-882-0005)

Councilmember Wurth moved to approve Ordinance 2024-04 approving an amendment to the Master Development Plan of the Clearfield Station Master Development Agreement with Clearfield City, Utah Transit Authority and Clearfield Station Partners, LLC and authorize the mayor's signature to any necessary documents, seconded by Councilmember Roper.

RESULT: **Passed [4 TO 0]**

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Wurth

NO: None

ABSENT: Councilmember Ratchford

COMMUNICATION ITEMS

CITY COUNCIL'S REPORTS

Mayor Pro Tem Thompson

- Nothing to report

Councilmember Peterson

- She said Wasatch Integrated would come to present later in the spring to review the recycling program.

Councilmember Wurth

- He said he enjoyed his time with the Youth Commission in Washington, D.C.
- He said he was preparing a presentation on the possibility of utilizing the direct pay mechanism which was part of the Inflation Reduction Act. He said it could possibly help fund clean energy projects in the City and perhaps jump start redevelopment in areas that needed it.

Councilmember Roper

- He added his thoughts to what had already been presented. He said Open Doors was a phenomenal organization, but had great needs. He said the food bank was extremely low. He recommended all to support the food bank and Open Doors and encouraged everyone to refer any organizations that could help support it to them.

CITY MANAGER'S REPORT

Summer Palmer, Assistant City Manager

- She excused both the Mayor and City Manager who were attending the Utah Chief of Police Association banquet celebration in support of Clearfield City's Chief of Police Kelly Bennett who received the Chief of the Year Award-Mid-sized City.
- She expressed her appreciation to the finance team who had been working so hard on the budget.

STAFF REPORTS

Nancy Dean, City Recorder

- No council meeting April 2, 2024
- Work and Policy session on April 9, 2024
- No council meeting April 16, 2024
- Work and Policy session on April 23, 2024. She pointed out that the budget would be on most of the agendas.

Eric Howes, Community Director

- Announced the Easter Egg Hunt and Easter Egg Dive was Saturday. The Hunt started at 10:00 a.m. at Fischer Park and the Dive was 10:30 a.m. – 1:00 p.m. at the Aquatic Center.

Councilmember Wurth moved to adjourn policy session and reconvene in work session at 7:43 p.m., seconded by Councilmember Peterson.

RESULT: Passed [4 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Wurth

NO: None

ABSENT: Councilmember Ratchford

APPROVED AND ADOPTED
This 23rd day of April 2024

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, March 26, 2024.

/s/ Nancy R. Dean, City Recorder