CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
November 14, 2023 - POLICY SESSION

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.

55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION

CALL TO ORDER:
Mayor Shepherd

OPENING CEREMONY:
Pledge of Allegiance
Solemn Moment of Reflection
Councilmember Phipps

APPROVAL OF MINUTES:
October 24, 2023 – work session
October 24, 2023 – policy session

PRESENTATIONS:

1. SWEARING IN OF NEW CLEARFIELD CITY POLICE OFFICER KATHRYN PAIGE YOUNG

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. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

3. UPDATE ON THE FISCAL YEAR 2024 FIRST QUARTER FINANCIAL STATUS

COMMUNICATION ITEMS:

A. Mayor's Report
B. City Council's Reports
C. City Manager's Report
D. Staffs' Reports

*****ADJOURN AS THE CITY COUNCIL*****

Dated this 9th day of November 2023.

/s/Chersty Titensor, Deputy 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 801-525-2714, giving her 48-hour notice.

The complete public notice is posted on the Utah Public Notice Website - www.utah.gov/pmn/, the Clearfield City Website - clearfield.city, and at Clearfield City Hall, 55 South State Street, Clearfield, UT 84015. To request a copy of the public notice or for additional inquiries please contact **Nancy Dean** at Clearfield City, Nancy.dean@clearfieldcity.org **& 801-525-2714**.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM WORK SESSION
October 24, 2023

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mayor Mark Shepherd

PRESENT: Councilmember Karece Thompson, Councilmember Nike Peterson, Councilmember Tim Roper, Councilmember Kent Bush, Councilmember Vern Phipps, Mayor Mark Shepherd

STAFF PRESENT: Community Development Director Spencer Brimley, Community Services Director Eric Howes, City Attorney Stuart Williams, Police Chief Kelly Bennett, City Manager JJ Allen, Community Relations Director Shaundra Rushton, Assistant City Manager Summer Palmer, Senior Planner Brad McIlrath, Public Works Director Adam Favero, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor, Public Works Deputy Director Braden Felix

VISITORS: Dakota Wurth, Cole Ross

DISCUSSION OF THE CONTRACT AMENDMENT FOR THE CLEARFIELD STATION TOD CONSTRUCTION MANAGEMENT WITH SUNRISE ENGINEERING

Braden Felix, Public Works Deputy Director, presented a proposed amendment to the contract for construction management services through Sunrise Engineering for the Clearfield Station TOD project. The additional amount needed was $150,276. He said it was not anticipated that the full amount would be spent. He explained that in the first phase of development, due to staff's hands on participation at the construction site, Sunrise Engineering's services had been less than anticipated and they hadn't used the budgeted amount allocated for their services as fast as expected. He thought as the project was winding down they wouldn't need as much construction management once more of the project had been built out.

COUNCIL INITIATIVE BRANDING UPDATE

Shaundra Rushton, Communications Manager, presented branding ideas from the marketing consultant, 360 Marketing, for the Council Initiative chosen in February: "Outsourced Management of Branding Projects – Downtown initiative and economic development." She reminded the Council that this project was not a full-city rebranding, but would be used only on specific projects. She questioned whether the Council wanted two different branding tailored for each of the chosen areas of focus or one brand for both. She said the recommendation from the marketing consultant, and her preference, was to choose one logo and slogan with tailored messaging for different audiences. She showed five slogans and five logos and asked all those present to rank them in order of their preference in order to obtain direction on the most highly favored option for each to then take back to the consultant for further fine-tuning.

1. A City Taking Off
2. Runway to Growth
3. Where Dreams Take Off
4. Flight Path to Success
5. Military City Utah / Utah's Military City

There was a discussion about Council's preferences and reasoning behind them. The Council appeared to

agree with pursing the slogan of "Where (fill in the blank) Takes Flight."

Ms. Rushton then showed the Council examples of logos and asked for their favorite overall motif to be taken back to the marketing consultant for final revisions. There was consensus from the Council for the first logo shown.

She asked if Council wanted to consider two separate slogans. Council wanted to have one slogan/logo for both initiatives because they thought it fit the ultimate goal of Military City brand. Summer Palmer, Assistant City Manager, said the marketing consultant was paid for two separate brand name packages, if Council decided to do one economic/downtown brand and one city re-brand so the Council didn't have to wait for full city re-brand. Ms. Rushton thought that could be a possibility. Councilmember Peterson suggested that they temporarily utilize the current brand but just replace "We've Got It Made" to "Military City, Utah" to some signage due to recent investments in signage. Ms. Rushton said there could be a slow roll-out of new branding. Ms. Rushton asked Council if they wanted her to move forward with two messages that included City re-branding. The Council agreed that they would like her to ask about the option to work on the two brandings: city re-brand and downtown/economic development brand. Ms. Rushton said she would work with the consultant and bring back final designs. At that point, Council would pick from the final designs and begin creating webpages & content.

Councilmember Bush moved to adjourn the work session at 6:54 p.m. and convene in a policy session, seconded by Councilmember Roper.

RESULT: Passed [5 TO 0]
YES: Councilmember Thompson, Councilmember Peterson, Councilmember Roper, Councilmember Bush, Councilmember Phipps
NO: None

APPROVED AND ADOPTED
This day of November 2023

/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, October 24, 2023.

/s/ Nancy R. Dean, City Recorder

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY SESSION
October 24, 2023

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mark Shepherd Mayor

PRESENT: Mayor Mark Shepherd, Councilmember Kent Bush, Councilmember Nike Peterson, Councilmember Vern Phipps, Councilmember Tim Roper, Councilmember Karece Thompson

STAFF PRESENT: City Clerk Nancy Dean, Deputy City Recorder Chersty Titensor, City Manager JJ Allen, Assistant City Manager Summer Palmer, City Attorney Stuart Williams, Police Chief Kelly Bennett, Deputy Public Works Director Braden Felix, Community Services Director Eric Howes, Community Development Director Spencer Brimley, Senior Planner Brad McIlrath, Communications Manager Shaundra Rushton

VISITORS: Jeff Baker, Dakota Wurth, Cole Ross, Kristi Bush

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

Councilmember Peterson led the opening ceremonies.

APPROVAL OF MINUTES
September 26, 2023 – Work Session
October 10, 2023 – Work Session
October 10, 2023 – policy session

Councilmember Phipps moved to approve the September 26, 2023 work session, October 10, 2023 work session and October 10, 2023 policy session, seconded by Councilmember Roper.

RESULT: **Passed [5 TO 0]**
YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson
NO: None

OPEN COMMENT PERIOD

Jeff Baker came to the meeting to discuss the potential of a "Code Blue" homeless shelter within Clearfield City. He was concerned about the proposed location of the homeless shelter. He did not oppose the concept of a homeless shelter, however, thought the location was problematic because of its proximity to the high school and senior centers where vulnerable residents lived and adjacent to residential properties. He said he had proposed four additional sites to Davis County staff; two in Clearfield, one in Layton and one in Woods Cross, which was his favorite option. He reported the the billboard sign owner refused to sell the property at that location unless multiple restrictions and zoning issues were lifted along I-15 which would allow

for more billboards throughout Davis County. He warned the Council not to get involved with billboard companies. He requested the Mayor use his veto authority if the site selected was the site by Chancellor Gardens or Rocky Mountain Care Center. He offered to discuss any of the sites he mentioned with any member of the Council and said he would be willing to participate in the selection of the proposed sites.

Mayor Shepherd said there was not a citizen committee on the advisory group but asked what sites he had recommended.

- One site immediately south of Wendy's north of the new 1450 South Road.
- NE corner Freeport in open land, curve of 193 traveling westbound where curves to the NW – south of the detention basin.
- SW Corner of Freeport next to the dead end road.
- Layton toward the Intermountain Hospital – north side of Hill Field between the freeway and Main Street.
- Woods Cross – kiddie corner to the train station – favorite because of the proximity to train station and hotel across the street for potential overflow. It was also located across from Workforce Services.

Mayor Shepherd pointed out the shelter was intended for overflow only and meant to be used on Code Blue days; it was anticipated to be used approximately six times per year. He explained the attributes the advisory council was looking for in a potential property.

APPROVAL OF RESOLUTION 2023R-10 AUTHORIZING THE CORRIDOR AGREEMENT BETWEEN LAYTON CITY, CLEARFIELD CITY, SUNSET CITY, ROY CITY, WEST HAVEN CITY, AND MARRIOTT-SLATERVILLE CITY WITH THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) TO ESTABLISH DEVELOPMENT GUIDELINES WITH REGARD TO STATE ROUTE 126

Brad McIlrath, Senior Planner, reviewed the key elements of the Corridor Agreement with UDOT for SR-126.

- 86-foot wide typical right-of-way for SR-126
- Context-sensitive agreed upon sections for Clearfield
- Planted medians
- UDOT Access Management
- Active Transportation
- UDOT restriping

Mr. McIlrath showed illustrations which represented UDOT's ideal situation for SR-126. He pointed out the areas known in Clearfield as the "Urban Core Arterial" and "Gateway Corridor Arterial" of SR-126 where UDOT would be sensitive to adjustments to their ideal road width and accommodate Clearfield's Form Based Code which specified twelve foot (12') planted medians to help with place making and speed control. UDOT was interested in the medians since it reduced left turns and drove traffic to signalized intersections.

Mr. McIlrath reviewed the section of the Corridor Agreement that addressed the Access Management Control Plan. He showed a table with traffic improvement recommendations from the Corridor Study which listed intended improvements to SR-126 in Clearfield City. He explained UDOT's requirement to consolidate multiple access points based on access

management standards requiring a minimum street spacing of 660 feet apart and minimum driveway spacing of 350 feet apart. He pointed out that the access management was at UDOT's discretion as a UDOT roadway. He pointed out the intent of the corridor agreement was to reduce left-turn conflicts and direct left-turn movements to signalized intersections.

Mr. McIlrath explained that any Active Transportation facilities constructed along the corridor would be included with regular UDOT restriping projects and would need to be a minimum one-half mile in length. The City would be responsible to work with developers to acquire the appropriate dedications prior to the restriping of those areas by UDOT. Mr. McIlrath presented the terms of UDOT Restriping.

Councilmember Roper moved to approve Resolution 2023R-10 authorizing the corridor agreement between Layton City, Clearfield City, Sunset City, Roy City, West Haven City and Marriott-Slaterville City with the Utah Department of Transportation to establish development guidelines with regard to State Route 126, seconded by Councilmember Peterson.

RESULT: **Passed [4 TO 1]**
YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper
NO: Councilmember Thompson

APPROVAL OF THE CONTRACT AMENDMENT FOR THE CONSTRUCTION MANAGEMENT FOR THE CLEARFIELD STATION T.O.D. WITH SUNRISE ENGINEERING

Braden Felix, Public Works Deputy Director, explained the need to amend the original contract with the construction management company, Sunrise Engineering, to complete Phase 2 of the Clearfield Station TOD. He said an additional $150,276 was requested with the intent that the amount would not be used in full.

Councilmember Phipps moved to approve the contract amendment for the construction management services for the Clearfield Station TOD with Sunrise Engineering and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Bush.

RESULT: **Passed [5 TO 0]**
YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson
NO: None

COMMUNICATION ITEMS

Mayor's Report

Mayor Mark Shepherd

- He reported on a meeting he attended with UDOT where Clearfield priorities were addressed.
- He expressed appreciation to Staff for the recent "Pumpkin Float" and "Search the City" activities.

- He extended an invitation to Boonanza this weekend and the Clearfield City Band concert October 25, 2023.
- He gave an account of the conference he attended with the Utah Land Use Institute talking about development. It was reported that financing was the biggest challenge to development and the second biggest challenge was parking – especially when located close to transit. He reported that vacancy for commercial office buildings was down.
- He toured the new hotel being developed next to Deer Valley that had come about through a partnership with Military Installation Development Authority (MIDA), Wasatch County and the Air Force to create a new Morale Welfare and Recreation (MWR) conference hotel. They had announced that the hotel would be a Grand Hyatt. He reported on the recreational and economic impact of the new development. The conference hotel would include a block of 100 rooms that would be available on a preferred rate basis for the military. The hotel would be open next year and the ski resort in 2025.

City Council's Reports

Councilmember Bush

- He reported on Sewer District projects: 1) the lining project on 1000 West was almost complete; 2) the manhole project on Gordon was just about complete; and, 3) Sewer pipeline had crossed Antelope Drive across the guard station. Wasn't sure if there would be permanent paving this fall. Guard station scheduled to be done next Spring.

Councilmember Peterson

- She had met with women around the county and heard from Dr. Susan Madsen, founding director of the Utah Women & Leadership Project, about an initiative championing women called "A Bolder Way Forward." Councilmember Peterson reported that women and girls in Utah were still not thriving in key areas, such as domestic violence, access to education, child care barriers, mental health preventative screening, etc. Utah ranked 49 out of 50 states. At the current rate, they anticipated it would be 30-40 years before any notable progress would be seen because with all the good work being done, they were too siloed off in approaches and no collective momentum. She was impressed with the support for this project. She thought it was important to note that when you support women and girls you support families.

Councilmember Thompson

- Offered comments regarding his apprehension of a "Code Blue" facility within Clearfield City. He thought the State of Utah had failed the homeless and expressed his apprehension that the proposed "Code Blue" homeless facilities would not be used just for those extreme cold days. He didn't think the State utilized statistics on inter-generational poverty to establish sound policy. He encouraged the Mayor to keep up his efforts to represent Clearfield but was not optimistic that the State's actions were impactful. He said that if a facility was brought to Clearfield he wanted to know that the underprivileged population was being served in a way that was impactful for them. He expressed his opinion that the current plan did not serve the population effectively; rather, housed them temporarily.
- He commented on the mortality rate of minority women in Utah and his efforts to persuade the State to fund medical facilities for at-risk communities regardless of race.

Councilmember Roper

- He attended the ribbon cutting for the Davis Agricultural Heritage Center and reported it was a beautiful facility.

Councilmember Phipps

- Nothing to report

City Manager's Report

JJ Allen

- He announced that the City offices would be closed on November 10, 2023 to recognize Veteran's Day.

Staff Reports

Nancy Dean, City Recorder

- No meeting on Halloween, October 31, 2023.
- No meeting on November 7, 2023.
- The City would host a "Meet and Greet for New Candidates" and anticipated it would be held November 7, 2023. More information to come.
- Work and Policy meetings on November 14, 2023
- Election Day – No meeting scheduled on November 21, 2023.
- Work and Policy meetings on November 28, 2023.
- Canvass of the Election and other work session items – December 5, 2023
- Meetings on December 12, 2023.

*****ADJOURN AS THE CITY COUNCIL*****

Councilmember Thompson moved to adjourn the policy session at 7:43 p.m., seconded by Councilmember Peterson.

RESULT: **Passed [5 TO 0]**
YES: Councilmember Bush, Councilmember Peterson, Councilmember Phipps, Councilmember Roper, Councilmember Thompson
NO: None

APPROVED AND ADOPTED
This day of 2023

/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, October 24, 2023.

/s/ Nancy R. Dean, City Recorder