

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:30 P.M. POLICY SESSION  
May 13, 2014

PRESIDING:	Mike LeBaron	Mayor Pro Tem
PRESENT:	Kent Bush Ron Jones Bruce Young	Councilmember Councilmember Councilmember
EXCUSED:	Mark Shepherd Keri Benson	Mayor Councilmember
STAFF PRESENT:	Adam Lenhard JJ Allen Brian Brower Greg Krusi Scott Hodge Scott Hess Eric Howes Curtis Dickson Rich Knapp Jessica Hardy Nancy Dean Kim Read	City Manager Assistant City Manager City Attorney Police Chief Public Works Director Development Services Manager Community Services Director Community Services Deputy Dir. Administrative Services Director Budget Analyst City Recorder Deputy City Recorder

VISITORS: Forrest Scott – Clearfield High School (CHS) Government Class, Ty Bayn – CHS Government Class, Rebecca Harrison, Jacob Harrison, Cameron Harrison, Kendra Harrison, Will Werner – Syracuse High School (SHS) Government Class, Kathryn Murray

Mayor Pro Tem LeBaron called the meeting to order at 7:33 p.m.

Mayor Pro Tem LeBaron informed the citizens present that if they would like to comment during the Citizen Comments there were forms to fill out by the door.

Councilmember Bush conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE APRIL 22, 2014 POLICY SESSION, THE APRIL 29, 2014 SPECIAL SESSION, THE APRIL 29, 2014 WORK SESSION AND THE MAY 6, 2014 WORK SESSION

Councilmember Bush expressed a point of clarification in the minutes for the April 22, 2014 policy session regarding the reimbursement for improvements ordinance specific to the cost for residents tying into the sewer line. He stated if someone tied just to the sewer line his comments did not mean they shouldn't pay for the sewer connection. He clarified his comments as saying

he didn't think property owners needed to pay for the whole amount of the sewer line the total width of their property unless they were developing their property.

**Councilmember Bush moved to approve the minutes from the April 22, 2014 policy session, the April 29, 2014 special session, the April 29, 2014 work session and the May 6, 2014 work session, as written, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None.** Councilmember Benson was not present for the vote.

#### PRESENTATION TO RANDY BUTCHER FOR HIS SERVICE AS A MEMBER OF THE PLANNING COMMISSION

Randy Butcher served the City as a member of the Planning Commission and recently submitted a letter of resignation. The Mayor and City Council recognized Mr. Butcher for his service to the City. Mayor Pro Tem LeBaron presented Mr. Butcher with a plaque expressing the City's appreciation.

#### PRESENTATIONS TO JACOB HARRISON FOR RECOGNITION OF RECEIVING THE RANK OF EAGLE SCOUT

Jacob Harrison completed the requirements to receive the rank of Eagle Scout. Mayor Pro Tem LeBaron and the City Council desired to recognize Jacob and acknowledge his achievement.

Councilmember Young asked Jacob to explain his Eagle Scout Project. Jacob stated he completed improvements to the restrooms at his church camp. Councilmember Young presented Jacob with a certificate of recognition and a commemorative coin.

#### CITIZEN COMMENTS

There were no citizen comments.

#### APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF A REGULAR MEMBER TO THE PLANNING COMMISSION

The Planning Commission currently had a vacancy for a regular member. Mayor Shepherd desired to appoint Robert Browning to fill the vacancy. Mr. Browning had been serving as an alternate member since February.

**Councilmember Young moved to approve and consent to the Mayor's appointment of Robert Browning as a regular member of the Planning Commission with a term expiring February 2017 and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Jones and Young. Voting NO – None.** Councilmember Benson was not present for the vote.

APPROVAL OF ORDINANCE 2014-11 AMENDING CITY CODE TITLE 1, CHAPTER 1, ARTICLE G REGARDING THE ORGANIZATION OF THE COMMUNITY SERVICES DEPARTMENT AND ENACTING TITLE 3, CHAPTER 3 REGARDING THE PARKS AND RECREATION COMMISSION

The proposed changes were a result of the recent reorganization of the Community Services Department and serve to have the City Code reflect the current organizational structure of the department. The proposed changes also include the provision of remuneration paid to members of the Parks and Recreation Commission for meetings attended.

Councilmember Bush stated he was glad the City was willing to provide a small stipend for services provided by members of the Parks and Recreation Commission.

**Councilmember Bush moved to approve Ordinance 2014-11 amending City Code Title 1, Chapter 1, Article G regarding the Organization of the Community Services Department and enacting Title 3, Chapter 3 regarding the Parks and Recreation Commission and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None.** Councilmember Benson was not present for the vote.

APPROVAL OF ORDINANCE 2014-10 AUTHORIZING AMENDMENTS TO THE GRAFFITI ORDINANCE

Clearfield City Police Department wanted to amend the Graffiti Ordinance to allow peace officers to issue citations to any minor in possession of graffiti implements on public or private property or to others who furnished graffiti implements to minors. In addition, the proposed ordinance would allow the City to remove graffiti after ten days and seek restitution for the removal and administrative costs through tax liens.

Brian Brower, City Attorney, explained the proposed amendments would provide Code Enforcement and Police Officers a better tool to utilize in apprehending graffiti offenders. He stated the proposed ordinance would require a property owner to remove the graffiti within five days of being put on notice by the City; after which time Code Enforcement would handle it as a public nuisance complaint. He indicated there had been discussion during the previously held work session and suggestions had been made by members of the Council.

**Councilmember Jones moved to approve Ordinance 2014-10 authorizing amendments to the Graffiti Ordinance and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None.** Councilmember Benson was not present for the vote.

ADOPTION OF THE TENTATIVE BUDGET FOR FISCAL YEAR 2014/2015 AND SET A PUBLIC HEARING FOR JUNE 10, 2014 TO RECEIVE PUBLIC INPUT ON THE BUDGET

The City had not yet received the Certified Tax Rate for FY2015. The proposed budget maintained the current revenue amount collected from property taxes. The Tentative Budget as presented to the Council for adoption was a balanced budget for all funds.

Rich Knapp, Administrative Services Director, shared a visual presentation reviewing and summarizing the Tentative Budget. He stated the budget was a balanced budget for all 16 funds totaling approximately \$33 million. He reminded the Council of the previous discussions which had taken place during several work sessions.

**Councilmember Young moved to adopt the tentative budget for fiscal year 2014/2015 and set a public hearing on the budget for June 10, 2014 at 7:00 p.m., seconded by Councilmember Jones. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Jones, LeBaron and Young. Voting NO – None.** Councilmember Benson was not present for the vote.

COMMUNICATION ITEMS

**Mayor Pro Tem LeBaron** – Expressed appreciation to staff members for their efforts to attend and provide information during the Neighborhood Open House at Wasatch Elementary School on Tuesday, May 6, 2014.

**Councilmember Bush**

1. Informed the Council he had attended the Annual Water Conference on behalf of the North Davis Sewer District (NDS) in St. George.
2. Stated he had attended the Kiwanis meeting.
3. Reminded the Council about Take Pride in Clearfield Day on Saturday, May 17, 2014 beginning at 7:30 a.m. He announced a light breakfast would be available and suggested two councilmembers be present at each location: Steed Park, Clearfield Aquatic Center and Island View Park.
4. Reported he had attended the Regional Growth meeting sponsored by Wasatch Front Regional Council on Wednesday, May 7, 2014 during which transit, population and economic plans were reviewed.
5. Expressed appreciation to the Community Services Department for its efforts on a successful Arbor Day celebration. He mentioned there was a great turnout.

**Councilmember Jones** – Stated the Economic Development Task Force had met earlier in the day and solicited input from the Council on suggestions to focus and emphasize a “shop in Clearfield” or “support local business” campaign as well as to promote economic development within the City.

**Councilmember Young** – Stated the Fourth of July was fast approaching and the Council would need to make decisions regarding its float for the parade, since Kathryn Murray was no longer on the Council.

**Adam Lenhard, City Manager** – Informed the Council he would email his report to them later that night.

STAFFS' REPORTS

*Nancy Dean, City Recorder* – Informed the Council of the meeting schedule: Tuesday, May 20, 2014, joint meeting with the Parks and Recreation Commission on Wednesday, May 21, 2014 at 7:00 p.m., Tuesday, May 27, 2014, work and policy session, policy session on Tuesday, June 10, 2014 during which the public hearing for the budget would take place.

There being no further business to come before the City Council, **Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 8:05 p.m., seconded by Councilmember Young. All voting AYE.** Councilmember Benson was not present for the vote.

*\*\*The minutes for the CDRA are in a separate location\*\**

**APPROVED AND ADOPTED  
This 27<sup>th</sup> day of May, 2014**

**/s/Mark R. Shepherd, Mayor**

**ATTEST:**

**/s/Nancy R. Dean, City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, May 13, 2014.

/s/Nancy R. Dean, City Recorder