



## **CLINTON CITY COUNCIL AGENDA**

2267 N 1500 W Clinton, UT 84015

*This meeting may be attended electronically by one or more members.*

### **AGENDA**

**April 23, 2019**

**I. REGULAR SESSION – 7:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation or Thought
4. Roll Call

Mayor

L. Mitch Adams

City Council

TJ Mitchell

Barbara Patterson

Mike Petersen

Karen Peterson

Anna Stanton

**II. PUBLIC INPUT**

1. Verbal Requests and Communications from the Audience.

*Any public member desiring to address the Council shall, prior to the meeting, sign the “list to present” with the Clerk of the Council. They will be allowed up to three minutes to make their presentation. Please send requests to [dcluff@clintoncity.com](mailto:dcluff@clintoncity.com) or call 801-614-0700. (The Council cannot take action on items not advertised according Utah State Code.)*

**III. BUSINESS**

- A. Employee of the Month for March 2019 – Terri Jenson, Public Works
- B. Department Head of the 1<sup>st</sup> Quarter of 2019 – Recreation Director Bruce Logan
- C. Employee Service Award - First Quarter of 2019
- D. Re-Appointments to the Parks Advisory Board and Community Arts Board
- E. Presentation from Victim’s Advocate, Alex Smith
- F. County CDBG Program-Continue Clinton City Participation
- G. Utility Projects Awards – Change Order to Thurgood Excavation
- H. **Resolution 6-19**, Land and Water Grant Application – Meadows Park Improvements
- I. Conditional Acceptance for Cranefield Estates, Phase 7

**IV. OTHER BUSINESS**

- a. Approval of Minutes: April 9, 2019 CC Meeting and April 9, 2019 Special Work session
- b. Approval of Accounts Payable
- c. Planning Commission Report
- d. City Manager’s Report
- e. Mayor’s Report
- f. Council Reports on Areas of Responsibility
- g. Action Item Review

**V. ADJOURN**

**Dennis W. Cluff**

DENNIS W. CLUFF, CITY RECORDER

**If you attend this meeting and, due to a disability, will need assistance in understanding or participating therein, please notify the City at least eight hours prior to the meeting and we will seek to provide assistance. The order of agenda items may be changed or times accelerated as time permits with the exception of public hearings.**

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Employee of the Month for March 2019 – Terri Jenson	<b>AGENDA ITEM:</b> A
<b>PETITIONER:</b> Dennis Cluff, Mike Child	<b>MEETING DATE:</b>  April 23, 2019
<b>RECOMMENDATION:</b> That the Council recognize Terri Jenson as Employee of the Month for March 2019.	<b>ROLL CALL VOTE:</b> <b>NO</b>

## **FISCAL IMPACT:**

## **BACKGROUND:**

Terri Jenson is the Public Works Executive Secretary/Cemetery Records Clerk. Terri has an important role at Public Works with a wide range of responsibilities. For most customers either by phone or at the office, Terri is their first contact. She has acquired a broad understanding of Public Works in general and assists customers in a helpful and professional ways. She is always busy completing paper work for department purchases and organizing the payroll. She is responsible for filling out and issuing work orders and tracking their status. She is also in charge of booking community clean up trailers and community garden spots.

As the Cemetery Clerk she is responsible for completing and storing all records of plot sales and burials. Meeting with those who have experienced a recent death in their family is one of the most difficult duties that Terri has. With all of these responsibilities, and many others, she still manages to remind me of meetings and other appointments which helps keep me on track. I depend on her a lot as does the entire department. I really appreciate Terri's dedication to her job, it certainly makes my job easier.

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Department Head of the 1 <sup>st</sup> Quarter of 2019 - Bruce Logan	<b>AGENDA ITEM: B</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b> April 23, 2019
<b>RECOMMENDATION:</b> That Council recognize Bruce Logan as the Department Head of the 1 <sup>st</sup> Quarter of 2019	<b>ROLL CALL VOTE:</b> NO
<b>FISCAL IMPACT:</b>	

## **BACKGROUND:**

Bruce has been our Recreation Director since July 2013. He has a great way of interacting with staff and the public which helps people feel good about themselves. He provides good leadership and direction to the Recreation Dept and recreational activities over the last nearly 6 years of his employment with the City. Bruce has been in the recreation business for many years and teach and pass on a lot of his personnel knowledge and experience to our Clinton Recreation cadre. He has the ability to work out issues and public complaints. He also does great planning and coordination of the recreation activities and functions.

Bruce has a good positive attitude and willingly accepts and fulfills assignments. He is a great asset and addition to our management staff. I appreciate his dedication to recreation. I'm also glad to have him working with us on behalf of the citizens of Clinton and am pleased to recognize Bruce as the Dept Head of the 1<sup>st</sup> Quarter of 2019.

## **ATTACHMENTS:**

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Employee Service Awards-First Quarter of 2019	<b>AGENDA ITEM:</b> C
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b> April 10, 2018
<b>RECOMMENDATION:</b> That Council recognize Kacey Jensen for his dedicated service to the City for the past five years.	<b>ROLL CALL VOTE:</b> NO
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> For this past Quarter there is one employee eligible for a Service Award: Kasey Jensen – Public Works – 5 years We appreciate the time, effort and great attitude that Kasey has put forth.	
<b>ATTACHMENTS:</b>	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Re-Appointments to the Parks Advisory Board And Community Arts Board	<b>AGENDA ITEM: D</b>
<b>PETITIONER:</b> Mayor Adams	<b>MEETING DATE:</b> April 23, 2019
<b>RECOMMENDATION:</b> That Council ratify the two year re-appointments members of the City Parks Advisory Board as listed below and also the two year re-appointments of the below listed Community Arts Board members.	<b>ROLL CALL VOTE:</b> <b>NO</b>
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> All terms expire April 2021.	
<b>Parks Advisory Board</b> Beverly Lambdin; Terry Tremea; Scott Bailey.	
<b>Community Arts Board</b> Lori Miller; Megg Peterson; Randy Williams.	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Presentation - Victim's Advocate, Alex Smith	<b>AGENDA ITEM: E</b>
<b>PETITIONER:</b> Dennis Cluff, Alex Smith	<b>MEETING DATE:</b> April 23, 2019
<b>RECOMMENDATION:</b> That Council listen to the presentation on the Victim's Advocate program.	<b>ROLL CALL VOTE:</b> <b>NO</b>
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> Alex Smith is the Victim's Advocate for the Clinton and Syracuse Justice Courts. She has about a 15 minute presentation to update the Council on the Advocate program.	
<b>ATTACHMENTS:</b>	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> County CDBG Program-Continue Clinton Participation	<b>AGENDA ITEM: F</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b> April 23, 2019
<b>RECOMMENDATION:</b> That Council re-affirm their desire to continue working with Davis County and the other Davis County cities through the County's CDBG program	<b>ROLL CALL VOTE:</b> <b>NO</b>
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b>	
<b>ATTACHMENTS:</b> Letter from County	



**Davis**  
COUNTY

# Clerk / Auditor

Davis County Administration - P.O. Box 618 - Farmington Utah 84025  
Telephone: (801) 451-3213 – Fax: (801) 451-3421

**Curtis Koch, MBA, CGFM**  
Clerk/Auditor

April 10, 2019

Dennis Cluff  
City Manager  
Clinton City  
2267 N 1500 W  
Clinton, Utah 84015

Re: Community Development Block Grant (CDBG)  
Participation Renewal (2020-2022)

Dear Mr. Cluff:

Davis County Government, with participation of 12 of 15 communities within the County, has qualified for Community Development Block Grant (CDBG) funding since 2010 from the U.S. Department of Housing and Urban Development (HUD). Your community may recently have signed a revised Cooperation Agreement and is a currently valued participant in the program(s). Your participation helps make Davis County eligible for CDBG funding.

The U.S. Department of Housing and Urban Development regulations require Davis County, as the grantee, to provide you with notice of the automatic renewal provision within the cooperative agreement that you executed with Davis County. The automatic renewal provision within the cooperation agreement continues your community in the CDBG program, for the cycle beginning January 1, 2020 through December 31, 2021.

You are hereby notified that the cooperation agreements you executed for Community Development Block Grant (CDBG) program will be automatically renewed for the period January 1, 2020-December 31, 2021, unless Davis County receives written notification of your decision to terminate participation. Such written notification must be forwarded and received by Davis County on or before June 21, 2019.



**Davis  
COUNTY**

# *Clerk / Auditor*

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Clerk/Auditor

The following requirements apply to communities who elect to continue to participate:

1. If you choose to continue your participation with Davis County programs, you will be ineligible for grants under the State administered CDBG program.
2. If you choose to remain with the Davis County "Urban County" CDBG programs, you will be a participant in the Davis County program as long as the county remains eligible for funding.

If your community wishes to continue its participation in the Community Development Block Grant (CDBG) for the 2020-2022 program years, you can disregard this letter if and no action is necessary. Your participation will be automatically renewed.

If you have any questions related to either the CDBG, please contact Stephen Lyon, Grants Manager, at (801) 451-3495, or [slyon@co.davis.ut.us](mailto:slyon@co.davis.ut.us).

Sincerely,

A handwritten signature in black ink, appearing to read 'Curtis Koch'.

Curtis Koch, MBA, CGFM  
Clerk/Auditor  
Davis County

cc: City Manager  
Clerk

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Utility Projects Awards – Change Order to Thurgood Excavation	<b>AGENDA ITEM: G</b>
<b>PETITIONER:</b> Dennis Cluff, Mike Child	<b>MEETING DATE:</b>  April 23, 2019
<b>RECOMMENDATION:</b> That Council approve the change orders to Thurgood Excavation to continue their low bid utility construction work for added City Utility projects	<b>ROLL CALL VOTE:</b> <b>YES</b>
<b>FISCAL IMPACT</b>	
<b>BACKGROUND:</b> We have a current contract with Thurgood Excavation for this fiscal year. We would like to take advantage of the excellent contract prices for this year. Thurgood Excavations work has been exceptional and timely. There are 5 projects in total and we have combined them into one package. These projects have some unique aspects and Thurgood has completed similar projects for the city in the past. The amount in the current budget for these projects is \$291,640. The proposal from Thurgood Excavation is \$274,852 The items and quantities in the proposal have been reviewed by the engineer and found to be consistent with our current contract.	
<b>References:</b>	



**Thurgood Excavating Inc**  
2381 West 1200 North  
Clinton, UT 84015  
Ph (801) 776-3601  
thurgoodexcavating.com

<b>To:</b> Clinton City Corp	<b>Contact:</b>
<b>Address:</b> 2267 North 1500 West Clinton, UT 84015	<b>Phone:</b> 801-614-0700 <b>Fax:</b>
<b>Project Name:</b> Clinton City 2600 N 1220 W SD	<b>Bid Number:</b>
<b>Project Location:</b>	<b>Bid Date:</b>

I (We) the undersigned contractor, propose to do the following described work in compliance with the plans and specification dated and has not been stamped Approved For Construction.

The Contractor shall be licensed to perform such work by the state of Utah and City.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>A SWPPP</b>					
	Mobilization	1.00	LS	\$900.00	\$900.00
	Portable Sanitation	1.00	MO	\$100.00	\$100.00
	Street Sweeping	10.00	HR	\$125.00	\$1,250.00
<b>Total Price for above A SWPPP Items:</b>					<b>\$2,250.00</b>

#### **E Storm Drain**

12" SDR 35 PVC	66.00	LF	\$100.00	\$6,600.00
Cleanout Box	2.00	EACH	\$1,860.00	\$3,720.00
Double Inlet Catch Basin	2.00	EACH	\$2,975.00	\$5,950.00
Remove Existing Manhole	2.00	EACH	\$425.00	\$850.00
Single Inlet Catch Basin	2.00	EACH	\$2,050.00	\$4,100.00
<b>Total Price for above E Storm Drain Items:</b>				
<b>\$21,220.00</b>				

#### **I Site And Street**

3" Asphalt Patch	300.00	SF	\$5.75	\$1,725.00
ADA Ramp	3.00	EACH	\$800.00	\$2,400.00
Remove And Replace Curb & Gutter	110.00	LF	\$47.00	\$5,170.00
Remove Concrete Apron	300.00	SF	\$4.75	\$1,425.00
Road Base Placed	17.00	TON	\$28.70	\$487.90
Sawcut Asphalt	150.00	LF	\$2.00	\$300.00
<b>Total Price for above I Site And Street Items:</b>				
<b>\$11,507.90</b>				

**Total Bid Price:** **\$34,977.90**

#### **Notes:**

- 1. Approval of Credit: Notwithstanding purchaser's acceptance of this proposal, seller's obligation to perform is conditional upon seller's approval of the financial responsibility of purchaser; and purchaser will furnish to seller promptly, at seller's request, such information as may be necessary for seller to determine purchaser's financial responsibility and credit. If disapproved, purchaser will be notified, and this agreement will be deemed terminated, without liability to either party.
- 2. Scope of Work: Seller will furnish all necessary labor, materials, supplies, and equipment to complete the work herein specified.
- 3. Offer Expires: If not accepted within thirty (30) days from date of proposal, this offer shall have automatically expired.



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<b>To:</b>	Clinton City Corp	<b>Contact:</b>
<b>Address:</b>	2267 North 1500 West Clinton, UT 84015	<b>Phone:</b> 801-614-0700 <b>Fax:</b>
<b>Project Name:</b>	Clinton City 2600 N 1220 W SD	<b>Bid Number:</b>
<b>Project Location:</b>		<b>Bid Date:</b>

- 4. Price: National and regional supply shortages of material specifically noted in this contract may preclude our suppliers from furnishing us with long-term price and quantity guarantees; therefore, it is agreed that the contract price (lump sum or unit) stated herein may be increased or decreased equal to any price increase or decrease, if any, after the date hereof required to be paid by the seller in the completion and performance of this contract. Seller agrees to notify purchaser at least fifteen (15) days prior to the date on which any work to be performed hereunder is to commence of any increase or decrease in the contract price applicable to the work to be performed pursuant to such notice. Contract price adjustment decrease in the contract price applicable to the work to be performed pursuant to such notice. Contract price adjustment shall be applicable to the work covered by such notice unless seller has received from purchaser, prior to commencement of any such work, written notice of an unwillingness to accept the contract price adjustment, in which event, seller, at its option, may terminate this contract. In the event of a termination seller shall be paid for work performed to the date of termination, if any, and shall have no further obligation or liability to purchaser or others for reason of said termination. In addition, if for reasons beyond seller's control the work is not performed during seller's current construction season, or over a longer period if agreed to in writing at the date of this proposal, the contract price may be increased by seller to reflect its cost increases incurred at the time the work is performed. Our normal construction season is March through November, depending on weather conditions.
- 5. Acceptance of Proposal: The purchaser represents that they (it, he, or she) are the owner of the premises on which the work is to be done, or are an authorized representative of the owner, and have permission and authority to grant seller the right to perform such work on premises. Should seller be required to provide survey stakes and/or to perform engineering services of any nature, purchaser hereby covenants and agrees to save and hold harmless seller from and against any and all damages, claims, costs or expenses whichever arising from or growing out of performance of this contract, including but not limited to, drainage of water as to direction or amount during performance of the contract as well as thereafter.
- 6. Performance: The seller shall not be liable for failure of performance or failure or delay in delivery by reason of any contingency beyond seller's control, governmental authority, or regulations, including allocations, preferences or priorities established by or for the government, including, but not limited to, strikes, labor disputes, fire, flood, weather, embargo, war, governmental authority, or regulations, including allocations, preferences or priorities established by or for the government, or shortage or failure of raw materials, fuel or transportation. If seller is delayed for more than sixty (60) days in the performance of this contract for any reason set forth herein, purchaser shall have the right upon seven (7) days written notice to seller, to terminate this contract in which event seller shall be paid for the work performed by it to the date of such termination and all parties hereto shall be released of any further obligations hereunder.
- 7. Taxes and Permits: Unless otherwise noted, all federal, state, and other taxes, and state and city permits, of any nature assessable on the performance of this contract, shall be borne by the purchaser.
- 8. Extras/Change Orders: Unless specifically a part of the original proposal, extras will include granular fill for back fill of trenches, rock required to stabilize trench bottoms or any off site fill needed to complete the job. If extras or changes are made to the original proposal, change orders will be issued reflecting the work required to be completed. Repairs required as a result of damage incurred by parties other than the contractor, will be considered an extra.

Extras also include but not limited to Hard Pan, Quick Sand and/or extreme water conditions that are not identified by the Geotech report. As such any unforeseen issues that the Geotech does not identify will be a Change Order.

- 3) If on site material is not suitable for compaction, The City may require imported fill for trenches in order to meet compaction requirements. If imported fill is required, it will be an extra.
- 4) Proposal is based on price of material at the time of the Offer Date. Due to fluctuations in material prices, the final price will be based on the market price at time of delivery.
- 5) If during excavation work at this job site ground water is encountered that requires pumping or well point to complete the work additional costs will be incurred these will be billed at time and material plus 3% management fee.
- 8) Power information in Alternate section is a guess only and may change based on the final design from each utility company.
- 9) Permit Fees to be paid by the property owner
- 10) If hard pan is encountered there will be additional costs accrued



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<b>Project Location:</b>	<b>Bid Date:</b>

- 9. SWPPP Maintenance will be billed hourly at a rate of \$35/HR for damages not caused by Thurgood Excavating.

**Payment Terms:**

Purchaser agrees to pay to seller the full quoted or adjusted price for the work herein specified. Seller may invoice purchaser monthly for work completed and each invoice shall be paid to agree with invoices. payment shall be the full price of work completed, without retention of any amounts by purchaser. All payments, progress and final, are due and payable within FORTY FIVE (45) days of the date of Seller's invoice. Unpaid invoice amounts become delinquent thirty (30) days from date thereof and shall accrue interest and be payable on delinquent amounts at the rate of 1 3/4% per month which is an annual percentage rate of 21%. The purchaser agrees to pay all costs of collecting past due accounts, including a reasonable attorney's fee, whether or not suit is brought. Further, should this contract be litigated, for any reason, it is agreed that the laws of the State where the work is performed shall be used to construe this contract.

<b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted.	<b>CONFIRMED:</b> <b>Thurgood Excavating Inc</b>
<b>Buyer:</b> _____	<b>Authorized Signature:</b> _____
<b>Signature:</b> _____	<b>Estimator:</b> _____
<b>Date of Acceptance:</b> _____	



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<b>Project Name:</b>	<b>Bid Number:</b>		
<b>Project Location:</b>		<b>Bid Date:</b>	3/25/2019

I (We) the undersigned contractor, propose to do the following described work in compliance with the plans and specification dated **no date on plans** and has not been stamped Approved For Construction. The Contractor shall be licensed to perform such work by the state of Utah and Clinton City.

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Schedule A</b>					
1	Mobilization/ Traffic Control <b>Schedule A</b>	1.00	LS	\$4,900.00	\$4,900.00
2	15" RCP	535.00	LF	\$60.50	\$32,367.50
3	Catch Basin	5.00	EACH	\$2,200.00	\$11,000.00
4	4x4 Catch Basin	4.00	EACH	\$3,200.00	\$12,800.00
5	Connect To Existing Box	1.00	EACH	\$400.00	\$400.00
6	Remove Waterway	72.00	LF	\$6.75	\$486.00
7	Asphalt Patch Waterway	440.00	SF	\$6.15	\$2,706.00
8	Trench Import And Export	570.00	TON	\$19.50	\$11,115.00
9	8" PVC SS	145.00	LF	\$54.00	\$7,830.00
10	4/0 SS Manhole	2.00	EACH	\$2,355.00	\$4,710.00
11	Laterals	3.00	EACH	\$600.00	\$1,800.00
12	16" C900	0.00	LF	\$68.50	\$0.00
13	12" C900	240.00	LF	\$43.00	\$10,320.00
14	12" Gate Valve	3.00	EACH	\$2,800.00	\$8,400.00
15	16" Gate Valve	0.00	EACH	\$8,700.00	\$0.00
16	12" 11.25 Bend	2.00	EACH	\$775.00	\$1,550.00
17	12" Tee	1.00	EACH	\$1,200.00	\$1,200.00
18	12" X 6" Reducer	1.00	EACH	\$700.00	\$700.00
19	12" X 8" Reducer	2.00	EACH	\$600.00	\$1,200.00
20	Connect To Existing Waterline	3.00	EACH	\$1,900.00	\$5,700.00
21	Plug Block W/Blowoff Valve Assembly	1.00	EACH	\$1,700.00	\$1,700.00
22	Remove And Replace Curb & Gutter	100.00	LF	\$42.00	\$4,200.00
23	Remove And Replace Sidewalk	30.00	LF	\$42.00	\$1,260.00
24	Curb & Gutter w/ Road Base	275.00	LF	\$22.00	\$6,050.00
25	4' Sidewalk	205.00	LF	\$22.00	\$4,510.00
26	ADA Ramp	3.00	EACH	\$1,400.00	\$4,200.00
27	10" Thick Road Base Half The Road	190.00	TON	\$38.85	\$7,381.50
<b>Total Price for above Schedule A Items:</b>					<b>\$148,486.00</b>

#### **Schedule B**

1	Mobilization/ Traffic Control <b>Schedule B 950 W 2225 N</b>	1.00	LS	\$2,500.00	\$2,500.00
2	Remove & Replace 8" PVC SS	180.00	LF	\$70.00	\$12,600.00
3	5/0 SS Manhole	1.00	EACH	\$2,900.00	\$2,900.00
4	Connect To Existing Manhole	2.00	EACH	\$400.00	\$800.00
5	Reconnect SS Laterals	4.00	EACH	\$600.00	\$2,400.00



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<b>Address:</b> 2267 North 1500 West	<b>Phone:</b> 801-614-0700
Clinton, UT 84015	<b>Fax:</b>
<b>Project Name:</b> 2019 Storm & Sewer Projects Clinton City	<b>Bid Number:</b>
<b>Project Location:</b>	<b>Bid Date:</b> 3/25/2019

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
6	Trench Import And Export	150.00	TON	\$19.50	\$2,925.00
7	10" Thick Road Base	40.00	TON	\$30.00	\$1,200.00
8	Asphalt Repair (2" Thick)	14.00	TON	\$154.00	\$2,156.00
<b>Total Price for above Schedule B Items:</b>					<b>\$27,481.00</b>

#### Schedule C

1	Mobilization/Traffic Control <span style="color: red;">Schedule C</span>	1.00	LS	\$2,500.00	\$2,500.00
2	Remove & Replace 8" PVC SS	40.00	LF	\$78.50	\$3,140.00
3	Connect To Existing Manhole	2.00	EACH	\$400.00	\$800.00
4	Reconnect SS Laterals	4.00	EACH	\$600.00	\$2,400.00
5	Plug Existing Manhole Outlet	2.00	EACH	\$250.00	\$500.00
6	Asphalt Repair (3" Thick)	14.00	TON	\$154.00	\$2,156.00
7	Trench Import And Export	56.00	TON	\$19.50	\$1,092.00
8	10" Thick Road Base	10.00	TON	\$30.00	\$300.00

**Total Price for above Schedule C Items:** **\$12,888.00**

#### Schedule D

1	Mobilization/ Traffic Control <span style="color: red;">Schedule D</span>	1.00	LS	\$2,500.00	\$2,500.00
2	Remove & Replace 8" PVC SS	340.00	LF	\$70.00	\$23,800.00
3	Connect To Existing Manhole	2.00	EACH	\$400.00	\$800.00
4	Reconnect SS Laterals	9.00	EACH	\$600.00	\$5,400.00
5	Asphalt Repair (3" Thick)	40.00	TON	\$154.00	\$6,160.00
6	Trench Import And Export	480.00	TON	\$19.50	\$9,360.00
7	10" Thick Road Base	100.00	TON	\$30.00	\$3,000.00

**Total Price for above Schedule D Items:** **\$51,020.00**

**Total Bid Price:** **\$239,875.00**

#### Notes:

- 1. Approval of Credit: Notwithstanding purchaser's acceptance of this proposal, seller's obligation to perform is conditional upon seller's approval of the financial responsibility of purchaser; and purchaser will furnish to seller promptly, at seller's request, such information as may be necessary for seller to determine purchaser's financial responsibility and credit. If disapproved, purchaser will be notified, and this agreement will be deemed terminated, without liability to either party.
- 2. Scope of Work: Seller will furnish all necessary labor, materials, supplies, and equipment to complete the work herein specified.
- 3. Offer Expires: If not accepted within thirty (30) days from date of proposal, this offer shall have automatically expired.



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<b>Address:</b> 2267 North 1500 West Clinton, UT 84015	<b>Phone:</b> 801-614-0700 <b>Fax:</b>
<b>Project Name:</b> 2019 Storm & Sewer Projects Clinton City	<b>Bid Number:</b>
<b>Project Location:</b>	<b>Bid Date:</b> 3/25/2019

- 4. Price: National and regional supply shortages of material specifically noted in this contract may preclude our suppliers from furnishing us with long-term price and quantity guarantees; therefore, it is agreed that the contract price (lump sum or unit) stated herein may be increased or decreased equal to any price increase or decrease, if any, after the date hereof required to be paid by the seller in the completion and performance of this contract. Seller agrees to notify purchaser at least fifteen (15) days prior to the date on which any work to be performed hereunder is to commence of any increase or decrease in the contract price applicable to the work to be performed pursuant to such notice. Contract price adjustment decrease in the contract price applicable to the work to be performed pursuant to such notice. Contract price adjustment shall be applicable to the work covered by such notice unless seller has received from purchaser, prior to commencement of any such work, written notice of an unwillingness to accept the contract price adjustment, in which event, seller, at its option, may terminate this contract. In the event of a termination seller shall be paid for work performed to the date of termination, if any, and shall have no further obligation or liability to purchaser or others for reason of said termination. In addition, if for reasons beyond seller's control the work is not performed during seller's current construction season, or over a longer period if agreed to in writing at the date of this proposal, the contract price may be increased by seller to reflect its cost increases incurred at the time the work is performed. Our normal construction season is March through November, depending on weather conditions.
- 5. Acceptance of Proposal: The purchaser represents that they (it, he, or she) are the owner of the premises on which the work is to be done, or are an authorized representative of the owner, and have permission and authority to grant seller the right to perform such work on premises. Should seller be required to provide survey stakes and/or to perform engineering services of any nature, purchaser hereby covenants and agrees to save and hold harmless seller from and against any and all damages, claims, costs or expenses whichever arising from or growing out of performance of this contract, including but not limited to, drainage of water as to direction or amount during performance of the contract as well as thereafter.
- 6. Performance: The seller shall not be liable for failure of performance or failure or delay in delivery by reason of any contingency beyond seller's control, governmental authority, or regulations, including allocations, preferences or priorities established by or for the government, including, but not limited to, strikes, labor disputes, fire, flood, weather, embargo, war, governmental authority, or regulations, including allocations, preferences or priorities established by or for the government, or shortage or failure of raw materials, fuel or transportation. If seller is delayed for more than sixty (60) days in the performance of this contract for any reason set forth herein, purchaser shall have the right upon seven (7) days written notice to seller, to terminate this contract in which event seller shall be paid for the work performed by it to the date of such termination and all parties hereto shall be released of any further obligations hereunder.
- 7. Taxes and Permits: Unless otherwise noted, all federal, state, and other taxes, and state and city permits, of any nature assessable on the performance of this contract, shall be borne by the purchaser.
- 8. Extras/Change Orders: Unless specifically a part of the original proposal, extras will include granular fill for back fill of trenches, rock required to stabilize trench bottoms or any off site fill needed to complete the job. If extras or changes are made to the original proposal, change orders will be issued reflecting the work required to be completed. Repairs required as a result of damage incurred by parties other than the contractor, will be considered an extra.

Extras also include but not limited to Hard Pan, Quick Sand and/or extreme water conditions that are not identified by the Geotech report. As such any unforeseen issues that the Geotech does not identify will be a Change Order.

- 9. SWPPP Maintenance will be billed hourly at a rate of \$35/HR for damages not caused by Thurgood Excavating.

#### **Payment Terms:**

Purchaser agrees to pay to seller the full quoted or adjusted price for the work herein specified. Seller may invoice purchaser monthly for work completed and each invoice shall be paid to agree with invoices. payment shall be the full price of work completed, without retention of any amounts by purchaser. All payments, progress and final, are due and payable within FORTY FIVE (45) days of the date of Seller's invoice. Unpaid invoice amounts become delinquent thirty (30) days from date thereof and shall accrue interest and be payable on delinquent amounts at the rate of 1 3/4% per month which is an annual percentage rate of 21%. The purchaser agrees to pay all costs of collecting past due accounts, including a reasonable attorney's fee, whether or not suit is brought. Further, should this contract be litigated, for any reason, it is agreed that the laws of the State where the work is performed shall be used to construe this contract.



**Thurgood Excavating Inc**  
2381 West 1200 North  
Clinton, UT 84015  
Ph (801) 776-3601  
[thurgoodexcavating.com](http://thurgoodexcavating.com)

<b>To:</b> Clinton City Corp	<b>Contact:</b>
<b>Address:</b> 2267 North 1500 West Clinton, UT 84015	<b>Phone:</b> 801-614-0700 <b>Fax:</b>
<b>Project Name:</b> 2019 Storm & Sewer Projects Clinton City	<b>Bid Number:</b>
<b>Project Location:</b>	<b>Bid Date:</b> 3/25/2019

<b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted.  <b>Buyer:</b> _____ <b>Signature:</b> _____ <b>Date of Acceptance:</b> _____	<b>CONFIRMED:</b> <b>Thurgood Excavating Inc</b>  <b>Authorized Signature:</b> _____ <b>Estimator:</b> Jed Rhead
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# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Land And Water Grant Application – Meadows Park Improvements and adopt Resolution 06-19	<b>AGENDA ITEM: H</b>
<b>PETITIONER:</b> Dennis Cluff, Mike Child	<b>MEETING DATE:</b>  April 23, 2019
<b>RECOMMENDATION:</b> That the Council discuss the merits of assistance from a Land and Water Grant used in conjunction with a previous donation of funds.	<b>ROLL CALL VOTE:</b> <b>YES</b>
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b>	
<p>As part of the Land and Water Grant application, the City needs to discuss applying for the grant at a public meeting. A City Council agenda item is sufficient. No additional advertising is required.</p> <p>The City needs to show that there is support from the City Council and Public for applying for the grant and of proposed improvements at Meadows Park. The grant application would include pickleball courts to replace the tennis courts, parking lot surface replacement, sidewalks to improve ADA access to facilities, and funding for an all abilities playground to replace the existing playground. The land and water grant has a 50% match. Previous discussions with the Council on this Grant and potential improvements included the possibility of using previously donated funds as the Grant match.</p> <p>As part of the submittal for the Land and Water Conservation Fund (LWCF) grant for improvements to Meadows Park, we need to pass resolution 06-19. The Resolution is attached for reference.</p>	

## **RESOLUTION 06-19**

### **A RESOLUTION SUPPORTING THE GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND BY THE CITY OF CLINTON, UTAH.**

WHEREAS, the City Council of Clinton City recognizes the need for continuous monitoring and improvement of the city parks; and

WHEREAS, to further the goals of the above plan, have identified certain capital improvement projects to sustain and enhance the lifestyle of Clinton City; and

WHEREAS, in order to schedule and prioritize the order in which these improvements will be done, want to apply for a grant for park improvements at Meadows Park to include pickle ball courts and an ADA accessible playground; and

NOW THEREFORE BE IT RESOLVED by the Clinton City Council that a grant application be submitted to the Land and Water Conservation Fund.

PASSED AND APPROVED by the City Council of Clinton City, Utah this 23<sup>rd</sup> day of April, 2019.

### **CLINTON CITY CORPORATION**

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L. Mitch Adams, Mayor

### **ATTEST:**

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Dennis W. Cluff, City Recorder

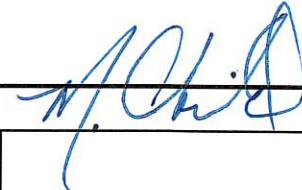
# CLINTON CITY

## COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Conditional Acceptance for Cranefield Estates, Phase 7.	<b>AGENDA ITEM:</b> I
<b>SUBMITTED BY:</b> Val Claussen, Community Development and Mike Child, Public Works	<b>MEETING DATE:</b> April 23, 2019
<b>RECOMMENDATION:</b> City Council approve conditional acceptance of Cranefield Estates Phase 7 subdivision, authorize the release of appropriate funds held in escrow and enter the subdivision into the one-year warranty period.	<b>ROLL CALL VOTE:</b> <b>No</b>
<b>FISCAL IMPACT:</b> N/A	
<b>BACKGROUND:</b> (A) City Council approved Cranefield Estates Phase 7 on September 26, 2017. This phase has since been constructed. Public Works has inspected the subdivision improvements for this phase and Ivory homes requests Conditional Acceptance of the subdivision, the release of appropriate escrow funds and enter into the one-year warranty period.	
<b>ATTACHMENTS:</b> (A) Cranefield Estates Phase 7 Public Works Inspection Report	

3/21/2019

**CLINTON CITY SUBDIVISION**  
**INSPECTION**  
**CONDITIONAL ACCEPTANCE**



<b>SUBDIVISION</b>		Cranefield 7			
<b>REQUIRED INSPECTIONS</b>		<i>INSPECT E THIS FOR RELEASE REQ URED</i>	<i>DATE</i>	<i>INITIALS</i>	<i>COMMENTS</i>
<b>BLUE PRINT INSPECTIONS</b>					
REVIEW OF PRELIMINARY PLANS			3/3/18	GF	
REVIEW OF AS BUILTS			11/30/18	GF	
WIRING DIAGRAMS/STREET LIGHTS			11/30/18	CP	
<b>CONSTRUCTION INSPECTIONS</b>					
SEWER					
MANHOLES		X	3/20/19	GF	
VIDEO			9/28/18	GF	
LAND DRAINS					
VISUAL PIPE INSPECTION		X	3/20/19	GF	
MANHOLES		X	3/20/19	GF	
WATER					
CHLORINE TEST			6/26/18	GF	
BACTERIA TEST			6/26/18	GF	
PRESSURE TEST			6/25/18	GF	
CONNECT TO EXISTING SYSTEM			6/27/18	GF	
FLUSH			6/25/18	GF	
HYDRANT CHECK (PRIOR TO HOME CONSTRUCTION)			11/30/18	GF	
VALVE & VALVE BOXES		X	3/20/19	GF	
FIRE HYDRANTS		X	3/20/19	GF	
METER BOXES		X	3/20/19	GF	
BLOW OFF HYDRANTS			11/30/18	GF	
STORM DRAINS					
VISUAL PIPE INSPECTION		X	3/20/19	GF	
MANHOLES		X	3/20/19	GF	
COLLECTION BOXES		X	3/20/19	GF	
STREETS					
SUB GRADE			7/17/18	GF	
FINAL GRADE / ROADBASE			8/14/18	GF	
ASPHALT		X	3/20/19	GF	
CURB & GUTTER (PRE -POUR)			7/3/18	GF	
CURB & GUTTER (POST-POUR)		X	3/20/19	GF	
SIDEWALK (POST-POUR)		X	3/20/19	GF	
COLLARS ON BOXES		X	3/20/19	GF	
SURFACE TREATMENT			9/24/18	GF	
STREET LIGHTS					
BASE INSPECTION		X	3/20/19	GF	
PRE POWER INSPECTION		X	3/20/19	CP	
MISC INSPECTIONS					
LOTS CLEANED UP		X	3/20/19	GF	
DWC OK		X	3/20/19	GF	
LD/S LATERAL AS BUILTS SUBMITTED		X	3/20/19	GF	
VACANT LOTS GRADED SMOOTH		X	3/20/19	GF	
FENCE INSTALLED		X	3/20/19	GF	
MAILBOX POLE IN CULDISAC			3/20/19	GF	



**CLINTON CITY COUNCIL MINUTES  
CITY HALL  
2267 North 1500 W Clinton UT 84015**

**MAYOR**  
***L. Mitch Adams***

**CITY COUNCIL MEMBERS**

***Anna Stanton***  
***Karen Peterson***  
***Mike Petersen***  
***Barbara Patterson***  
***TJ Mitchell***

<b>Date of Meeting</b>	<b>April 9, 2019</b>	<b>4:45 PM</b>	<b>Call to Order: 4:46 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Community Development Director Valerie Claussen, Treasurer Steve Hubbard, Public Works Director Mike Child and Lisa Titensor recorded the meeting.		
<b>Citizens Present</b>	Dennis Hepworth, Uintah Land Company		
<b>Pledge of Allegiance</b>	Councilmember Stanton		
<b>Prayer or Thought</b>	Mayor Adams		
<b>Roll Call &amp; Attendance</b>	Present were: Mayor L. Mitch Adams, Councilmember Mitchell, Councilmember K. Peterson, Councilmember Mike Petersen and Councilmember Stanton.		
<b>Public Input</b>	There was none.		
<b>A. <u>PUBLIC HEARING RESOLUTION 05-19 - REQUEST FOR FINAL PLAT APPROVAL OF FENWAY ESTATES PHASE 4, LOCATED NORTH AND WEST OF THE NORTHWEST CORNER OF 800 N AND 2000 W CONTINUED FROM THE MARCH 26, 2019 MEETING.</u></b>			
<b>Petitioner</b>	Dennis Hepworth, Uintah Land Company Submitted by: Val Claussen, Community Development		
<b>Discussion</b>	<p>Ms. Claussen reviewed the following information included in the staff report:</p> <p>This project is located in the vicinity of 800 North and 2000 West. The property is zoned R1-15. This is the fourth phase of Fenway Estates, which obtained preliminary plat approval on May 5, 2015.</p> <p>(2) This phase consists of 23 lots, with a slight modification to the initial subdivision layout to accommodate the recently acquired and rezoned adjacent property (referred to as Fenway Phase 4B1). The proposed changes remain in substantial conformance with the preliminary plat and only constitute a minor preliminary plat amendment that may be approved administratively because there are no changes to the project density or open space<sup>2</sup>. An exhibit showing the differences is attached.</p> <p>(3) Standard conditions of approval are recommended. There were only a few technical review comments remaining. (A more recent revised plan set has been submitted to the City and is currently under review to verify the requested corrections have been made, but was not able to be completed in time for this report.)</p> <p>(4) The Planning Commission recommended approval of the request at the April 2, 2019 meeting Planning Commission meeting with the following conditions:</p> <ol style="list-style-type: none"><li>1) All comments related to the plat and engineering shall be corrected and reviewed by the City before the final plat is presented for signatures.</li><li>2) A preconstruction meeting shall not be scheduled until all required changes have been made to the Final Plat and Improvements Drawings, the required number of copies provided to the City, and the plans are stamped approved by the City.</li><li>3) Plat shall not be recorded until a Subdivider's Improvement Agreement and Subdivider's Escrow Agreement have been completed and executed to insure the completion of the improvements in this development.</li><li>4) It is the developer/contractor's responsibility to comply with all Clinton City</li></ol>		

	<p>Standards, Ordinances, Staff, Engineer and development requirements established during the approval process. Wherever there is a discrepancy between these drawings and City Standards the more stringent requirement will apply. If there is any doubt as to the requirement, the developer is to seek clarification from the Community Development Department and obtain the determination in writing. Copies of the Standards are available at the Community Development Department.</p> <p>5) The developer/contractor is responsible for insuring that all required inspections are performed by the Clinton City Public Works Department. If the developer is unsure of what inspections are required he can obtain a list from the Public Works Department. The developer is cautioned not to proceed past an inspection point without insuring that the inspection has been performed and work passed by representative(s) of Public Works.</p> <p>6) It is the developer/contractor's responsibility to insure adequate dust, trash and weed control practices are observed while any of the lots are under their control.</p> <p>7) Prior to Conditional Acceptance by the City, the Subdivider shall clear any construction debris from lots within the subdivision, except lots with buildings under construction, and level vacant lots within the subdivision in such a way that weed control, via mowing with a brush hog or similar item, is possible and all vacant lots will be mowed for weed control.</p> <p>Mayor Adams opened the public hearing at 4:48 p.m. and with no public comment, closed the public hearing at 4:49 p.m.</p>						
<b>CONCLUSION</b>	<b>Councilmember K. Peterson moved to adopt Resolution 05-19 approving the Final Plat of Fenway Estates Phase 4 with the conditions identified above. Councilmember Stanton seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Mitchell, aye, Councilmember Patterson, aye; Councilmember M. Petersen, aye and Councilmember Stanton, aye.</b>						
<b>B. LETTER OF INTENT FOR UTAH DEPARTMENT OF ENVIRONMENTAL QUALITY ELECTRIC CAR CHARGING STATIONS GRANT</b>							
<b>Petitioner</b>	Dennis Cluff, Mike Child						
<b>Discussion</b>	<p>Public Works Director Mike Child explained that the City has applied for and been awarded a grant from the Utah Department of Environmental Quality to install 3 Electric Car Charging Stations in the amount of \$60,129.00. One of the conditions of receiving these funds is to return a letter to them certifying our intent to proceed with the project and accept the funding. This letter needs to be signed and returned no later than April 30<sup>th</sup>. Staff is seeking direction from the City Council to proceed in obtaining the funds.</p> <p>The intent is to install the two charging stations at Civic Center Park and one near Powerline Park. These areas are close to the trail or commercial areas. The electric cars take two hours to charge.</p>						
<b>CONCLUSION</b>	<b>Councilmember Patterson moved to Authorize the Mayor to sign the letter of intent to proceed with obtaining funds for the installation of the charging stations. Councilmember Mitchell seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Mitchell, aye, Councilmember Patterson, aye; Councilmember M. Petersen, aye and Councilmember Stanton, aye.</b>						
<b>C. 2019 STREET SURFACE TREATMENT PACKAGE BID AWARD</b>							
<b>Petitioner</b>	Dennis Cluff, Mike Child						
<b>Discussion</b>	<p>Mr. Child explained that Public Works has obtained bids for this year's street surface treatment package. The bids are attached to the staff report. The low bidder was Asphalt Preservation Company at \$139,357.00, the budgeted amount was \$166,000</p> <p>Clinton has not contracted with this company before but staff has checked with references and visited job sites. They have heard positive reviews from other cities.</p> <p>The bids are as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Asphalt Preservation Company</td> <td>\$139,357.00</td> </tr> <tr> <td>M&amp;M Asphalt Services</td> <td>\$148,573.68</td> </tr> <tr> <td>Morgan Pavement</td> <td>\$153,154.52</td> </tr> </table>	Asphalt Preservation Company	\$139,357.00	M&M Asphalt Services	\$148,573.68	Morgan Pavement	\$153,154.52
Asphalt Preservation Company	\$139,357.00						
M&M Asphalt Services	\$148,573.68						
Morgan Pavement	\$153,154.52						

<b>CONCLUSION</b>	Councilmember Stanton moved to Award the 2019 Street Surface Treatment Package to Asphalt Preservation Company for \$139,357.00. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Mitchell, aye; Councilmember Patterson, aye; Councilmember M. Petersen, aye and Councilmember Stanton aye.
<b>D. SWEARING IN OF THE CITY MANAGER/RECORDER AND TREASURER OF CLINTON CITY</b>	
<b>Petitioner</b>	Dennis Cluff
<b>Discussion</b>	City Manager/Recorder Cluff and Treasurer Steve Hubbard were sworn in to their office prior to the meeting.
<b>Approval of Minutes</b>	<b>Councilmember K. Peterson moved to approve the minutes of the March 26, 2019 City Council Meeting. Councilmember Stanton seconded the motion. Councilmembers Mitchell, K. Peterson, Patterson, M. Petersen and Stanton voted in favor of the motion.</b>
<b>Accounts Payable</b>	<b>Councilmember Stanton moved to pay the bills. Councilmember K. Peterson seconded the motion. Councilmembers Mitchell, K. Peterson, Patterson, M. Petersen and Stanton voted in favor of the motion.</b>
<b>Planning Commission Report</b>	Community Development Director Valerie Claussen reported on the April 2, 2019 Planning Commission meeting as recorded in the minutes.
<b>City Manager</b>	<ul style="list-style-type: none"> <li>• Parkside Elementary DARE graduation will be at 2:00 p.m. at Parkside Elementary.</li> <li>• Spring Clean Up is Saturday, April 20 from 8 a.m. to 1 p.m.</li> </ul>
<b>Mayor Adams</b>	<ul style="list-style-type: none"> <li>• Ivory has proposed to develop the park at Monarch Meadows with the condition for the City to repay them with impact fees.</li> </ul>
<b>Councilmember Patterson</b>	<ul style="list-style-type: none"> <li>• The Davis County Children's Justice Center Open House will be on April 18 from 11 am. to 1 p.m.</li> </ul>
<b>Councilmember K. Peterson</b>	<ul style="list-style-type: none"> <li>• Broadway Night on April 12 was cancelled.</li> </ul>
<b>Councilmember M. Petersen</b>	<ul style="list-style-type: none"> <li>• Nothing at this time.</li> </ul>
<b>Councilmember Stanton</b>	<ul style="list-style-type: none"> <li>• Nothing at this time.</li> </ul>
<b>Councilmember Mitchell</b>	<ul style="list-style-type: none"> <li>• Nothing at this time.</li> </ul>
<b>ADJOURNMENT</b>	<b>Councilmember Stanton moved to adjourn. Councilmember Patterson seconded the motion. Councilmembers Mitchell, K. Peterson, Patterson, M. Petersen and Stanton voted in favor of the motion. The meeting adjourned at 5:06 p.m.</b>
<b><u>ACTION ITEMS</u></b>	<ul style="list-style-type: none"> <li>• Subdivision Ordinance – recommendation for concrete in the park strips along UDOT roads. (August 2016) – Planning Commission Review</li> <li>• Bring back Chapter 4 of the Subdivision Ordinance regarding allowing a letter of credit for escrow and researching what surrounding jurisdictions allow (26-4-8). 6g(January 2017) Planning Commission Review</li> <li>• Update Ordinance to eliminate pressurized sewer lines in the Clinton City streets on new residential development (January 2018).</li> <li>• Create a facilities maintenance plan before the next budget cycle in FY 19-20 (May 2018).</li> <li>• Pickle Ball Courts at Meadows Park (applying for grant in January) (Oct 2018).</li> </ul>

Dennis W. Cluff, Clinton City Recorder





**CLINTON CITY COUNCIL MINUTES  
5:00 pm Special Budget Work Session  
Community Development Conference Room  
2267 North 1500 W Clinton UT 84015**

**MAYOR**  
*L. Mitch Adams*

**CITY COUNCIL MEMBERS**

*Anna Stanton  
Karen Peterson  
Mike Petersen  
Barbara Patterson  
TJ Mitchell*

<b>Date of Meeting: April 9, 2019</b>		<b>Call to Order: 5:15 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Valerie Claussen Community Development, Treasurer Steve Hubbard, Fire Chief Dave Olsen, Court Administrator Shannon Mullins, Recreation Director Bruce Logan, Police Chief Bill Chilson, Police Lieutenant Shawn Stoker, Public Works Director Mike Child, Engineer Bryce Wilcox and Lisa Titensor recorded the minutes.	
<b>Citizens Present</b>	There were none.	
<b>Roll Call &amp; Attendance</b>	Present were: Councilmember Patterson, Councilmember K. Peterson, Councilmember Stanton, Councilmember M. Petersen, Councilmember TJ Mitchell and Mayor Adams	
<b>A. TENTATIVE BUDGET REVIEW</b>		
<b>Petitioner</b>	Dennis Cluff	
	<b>COURT</b> Court Administrator Shannon Mullins explained the Court budget is down \$600 due to the code books being available on line now instead of purchasing books. The attendance of the Judge has also saved money. The Prosecutor is now listed under the Professional/Technical services portion of the budget.  She expressed appreciation to the Council for the court area expansion.  The Council expressed their appreciation for the efforts of the Court staff.	
	<b>FIRE</b> Fire Chief Dave Olsen reviewed the Fire and Ambulance portions of the budget with the Council.  He identified some categories have been moved around within in the budget. Some of the more expensive items identified in the budget are for the cardiac monitor service agreement; narcotic safe boxes, ballistic vests and training. \$68,000 has been set aside for equipment for the new fire truck.  Mayor Adams asked Chief Olsen to express the City Council's appreciation to the Fire Department for their dedication and service to the City and community.  Chief Olsen expressed appreciation for the Council's support.	
	<b>COMMUNITY DEVELOPMENT</b> Community Development Director Val Claussen explained CD has requested a purchase of a laptop for her office and then her computer will be moved to the front counter. They will also purchase a new program called My City Inspector to help with scheduling and tracking inspections for the Building Official. There will be some initial set up fees and a	

	<p>subscription cost. This will also be a benefit to the contractors.</p> <p>Councilmember Mitchell suggested passing some of the cost onto the builders for the convenience of the program.</p> <p>Community Development has also requested to purchase an additional vehicle for the Department.</p> <p><b><u>CITY MANAGER</u></b></p> <p>Mr. Cluff reported on the following information as identified in the FY 2019-20 Budget Message.</p> <p><b><u>Fiscal Health of the City</u></b></p> <p>The revenue generation for Clinton City has an anticipated positive increase over the current year, mostly due to Sales Tax and building associated revenue growth. Commercial growth has slowed, but new residential development is still very active. With this we are seeing some revenue increases in our sales tax and license/permits revenues.</p> <p>The City Property Taxes designated for street maintenance, repairs and reconstruction for this new fiscal year from the added 0.000456 tax rate is approximately \$407,574. These funds will be transferred into the #37 Special Roadway/Street Projects Fund for street construction/maintenance/repair purposes. The \$4.50 per household Water increase started in May 2017 is expected to generate over \$348,000. These funds will be transferred to the Ductile Iron Water Pipe replacement fund #50 to further rehabilitate our water distribution system.</p> <p>With the continued increase in new housing and population growth, most Enterprise Funds will not need rate increases this new Fiscal Year. <u>Yet</u> the increase in Water Fund projects, including the anticipated 2000 W widening within 2 years, suggests we need to save additional water funds for waterline replacement for this and other future projects. Additionally, the cost of water from Weber Basin Water District is increasing by 11.5% (\$41,000) for next year which will alone strain the budget. More funding will be needed for these future costs.</p> <p>Animal Control costs with Davis County have increased for FY 19-20; we need to add \$0.10 to the existing fee in order to break even with these increased fees.</p> <p>The following is a brief explanation of our various funds:</p> <p><b>A. <u>General Fund.</u></b> The General fund is the major fund with the City. It covers four areas of services: administration; public safety; public works; and, recreation.</p> <p class="list-item-l1">1. <u>Administration.</u> The increases in this fund area are mainly due to costs of doing business and personnel.</p> <p class="list-item-l1">2. <u>Public Safety.</u> Two Police vehicles will be added this upcoming fiscal year. The new Fire Engine will be ready in FY 19-20 along with the final payment and the additional cost of equipment. As always personnel cost increases are a major impact this new fiscal year.</p> <p class="list-item-l1">3. <u>Public Works.</u> Major public works projects planned for this fiscal year are mostly funded within the #37 Special Street Construction Projects fund and the #50 Ductile Iron Water Pipe replacement fund. See projects listed under the Water fund. Added work at the Cemetery is scheduled to allow for the potential opening of a part of section "D".</p> <p class="list-item-l1">4. <u>Recreation.</u> Recreation programs continue as in past years. Recreation continues doing a great job in maximizing cost savings and</p>
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retaining their high level of quality service to the public.

**B. Internal Service Fund (Motor Pool).** The motor pool is responsible for the care of the rolling stock and equipment used by City personnel. Two new Police vehicles, Bobtail truck with equipment, a gang mower, a Ford Escape (Community Development), a trailer with suction/excavation unit, a portable high pressure washer unit and the remaining cost for the new Fire engine/equipment are all currently scheduled for purchase this new Fiscal Year.

**C. Enterprise Funds.** Enterprise funds are set up in principle to be self sufficient and be run as business like as possible.

**1. Water.** The cost of buying water from Weber Basin is increasing by 11.52% (\$41,036) this new Fiscal Year due to added and new cost requirements to the Basin. We continue our dual check installation, rehabilitation and chlorination system programs and their respective costs. We plan on rehabilitation of water line projects on 1300 N (2000 W to 1800 W) and 1300 N/1000W round-a-bout, paybacks, and valve replacements at 1800 N @ 550 W and 1300 N/1000 W round-a-bout this fiscal year. We continue with the water meter dual check installations and rehabs. As of March 2019 staff has completed 1,340 new dual check installations. This leaves 530 more to get done. Also 1,394 rehabilitations of pre-existing dual checks have been performed.

Some Impact Fees are also being set aside for the new well and reservoir. We plan to set aside another \$200,000 into the new well fund, for a new balance of \$424,056. We may want to start planning for a test well. Unfunded major projects are the water main replacement in 1800 N and a section of 2000 W. It appears the 1800 N widening project will be over 5 years hence, but as mentioned earlier, the 2000 W widening appears to be within the next two years. Funding needs to be set aside for this waterline replacement. The estimated cost to the City is estimated at \$1.5 million for all of 2000 W improvements. These improvements will not be eligible for Impact Fees.

**2. Sewer.** Continuing maintenance of the sewer collection and land drain lines is part of this Fiscal Year's budget. No additional fee increase is required for North Davis Sewer District this year. We have two Sewer projects budgeted, a sewer line on the east leg of the 1300 N/1000 W round-a-bout and lining a large section of sewer on 2000 W (1<sup>st</sup> phase).

**3. Storm Drain.** Planned projects include: paybacks to developers; fencing, landscaping and connecting channel to new 1300 N pond; Shady Grove and Cranefield ponds expansions with pipeline to the slough from Cranefield; 1300 N @ 2000 W extend drain to west; and 800 N (2000 W to 3000 W) install drain;

**4. Solid Waste.** Robinson Collection Services provides the solid waste collection for the City. Their contract expires June 30, 2022. Wasatch Integrated Waste Management District is raising their fee per can by \$2.00 per month as of July 1<sup>st</sup>. We will need to increase the per can cost to offset this \$2 pass through increase from Wasatch Integrated.

Clean-up days are planned for the Spring and the Fall. Also, our four community trailers continue to be heavily used by our residents about 8 months of the year.

**5. Cemetery Perpetual Care Fund.** This is a trust-like account, with the intent that sometime in the future interest from the account's principal will annually cover the costs of Cemetery maintenance. The funds are being held in the State Pool account. The fund balance as of Feb 28, 2019 was \$572,756.

**D. Personnel.** A 2% COLA and a merit step (2%) increase are included in this FY 19-20 Budget for all employees. Anticipated medical benefit cost increases are

estimated at less than 5%, but will be finalized in May. The City employs numerous temporary employees, particularly during the summer season which help us through the ultra busy seasons. Our employees do a great job and are the ones who daily help make this City special.

**E. Capital Projects.** As previously mentioned: the expansion at the Cemetery continues; the new fire truck will be finished; and, a number of Water, Sewer and Storm Drain projects are also planned and listed above. Street projects include: 1300 N at Monarch Meadows Subdivision (payback); 905 W/2225 N area; 1300 N/1000 W round-a-bout; Lazy L subdivision; 1500 W (300 N to 735 N) – surface treatment; 2300 N (1000 W to Sunset) – surface treatment; and 1500 W round-a-bout - cape seal.

The Capital Improvement Projects #38 Fund will increase to \$1,522,676 and be kept for future potential projects. No current projects are scheduled from this fund.

#### **Conclusion.**

This FY 19-20 budget has been carefully reviewed and constructed to maximize the use of every budgeted dollar. I expect a continued increase in sales tax growth and a continued steady growth in our residential construction. The City should continue its positive fiscal condition with some limited increases to the reserve account.

For ease of review, the RDA, Sanitary Sewer Special Service District and PARCs budgets have been included in this City Budget packet, even though they are separate and distinct entities.

The City Council took a break from approximately 6:00 to 6:30 p.m.

#### **RECREATION**

Recreation Director Bruce Logan reviewed the Recreation, Heritage Days and Recreation Program budgets.

The Council discussed the potential for insulating the scorekeeper building to increase efficiency.

They also discussed the concessions budget of \$2500 and the desire to re-evaluate the terms when the next contract is due.

The City Council expressed their appreciation to Bruce for the excellent job he does in running the Recreation Department and for his wonderful staff.

Mr. Logan said he loves working for Clinton City.

#### **POLICE**

Chief Chilson and Sergeant Stoker addressed the Police Budget with the Council.

The reported that in the Police budget, the significant change is due to the Watch Guard Body Cameras. They are requesting 18 body cameras with no gap in audio that will automatically turn on. They are required to be manually turned off. They are also asking for Shields to further protect the officers.

There may need to be another crossing guard hired at 1000 W near the path. They reported the crossing guards do an outstanding job.

For the DUI budget they are requesting hand held radios, 5 laptops and a ballistic shield.

They presented the Council with a plan to discuss the possibility of establishing a Master Officer program to allow the officers the opportunity to be financially rewarded for continued education and certification. The Master Officer Program would be a lateral adjustment policy with the ranking as follows:

- Lieutenants
- Sergeants
- Master Officer
- Officer

The intent is to account for time on the job plus training and experience and ongoing recertification. Continual education and training would be required.

They explained the cost to the City is anticipated to be a 10% increase and would apply to approximately half the current police force.

Lieutenant Stoker said a program like this is necessary to remain competitive and keep trained officers in Clinton City.

Councilmember K. Peterson commented she feels the department should determine where training is needed and then encourage officers to get their education in these areas.

The Council discussed the benefit of the continued education for the Police.

The Council was in consensus to work with Police to develop a master officer program with a lateral adjustment.

Appreciation was expressed for both the City Council and for the efforts of the Police Officers.

### **TREASURER**

Treasurer Steve Hubbard explained the credit card transaction fees have increased once again due to growth and online payments. Line 37 has decreased to zero; a bond is no longer required for the Treasurer. There is a request for two new computers.

The Council expressed a thank you to the Treasurer's office for the excellent service they provide.

### **PUBLIC WORKS**

Public Works Director Mike Child and Engineer Bryce Wilcox addressed the items related to Public Works department.

A new expense for \$7,000 is included for a security glass for the front entrance. \$4500 has been budgeted to paint 20 light poles.

Other items reviewed include:

- Streets and Roads
- Parks
- Cemetery
- Some adjustments have been made to the personnel portions of these budgets to accommodate for work flow.

Mr. Child explained that the Clinton City Public Works Department provides a good quality of service for the community.

	<p>They went onto discuss the following funds also included in the budget:</p> <p><b><u>INTERNAL SERVICE FUND (MOTOR POOL)</u></b>  The Council discussed the large motorpool purchases, \$242,790 will be transferred from the General Fund for the rest of the fire truck cost. No other transfers are anticipated.</p> <p>The Council requested Mr. Cluff to move forward this year with the transfer but with the intent that there no longer be a transfer from the general fund to the motorpool.</p> <p><b><u>WATER</u></b>  Increase the rate for each household by \$.50 as a pass through cost from the Weber Basin Water Conservancy District increase to the City.</p> <p>Additional increases may be necessary in the future to cover other water infrastructure projects that are still needed.</p> <p><b><u>SEWER</u></b></p> <p><b><u>STORM DRAIN</u></b>  Look at an increase in 2020-21.</p> <p><b><u>SOLID WASTE</u></b>  \$2 a can pass through cost. Will put information into newsletter. Purchase additional cans to meet the increase in demand.</p> <p><b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>  The recreation building parking will be expanded.</p> <p><b><u>CEMETERY PERPETUAL CARE FUND</u></b></p> <p><b><u>STREET PROJECTS</u></b></p> <p><b><u>CITY COUNCIL</u></b>  Mayor Adams summarized the following changes the Council would like made to the Tentative Budget:</p> <ul style="list-style-type: none"> <li>• Regarding the Council salaries, they will receive the COLA each year along with the employees.</li> <li>• Mr. Cluff will work with the Police to establish a lateral master police officer program.</li> <li>• \$.50 water increase to cover the increase from the Weber Basin Water District.</li> <li>• A \$2 increase in the solid waste fee is already included to cover the pass through cost from the Wasatch Integrated Waste Management.</li> <li>• The City is in a good situation financially however, the City needs to remain prudent in anticipating future costs for upcoming infrastructure projects.</li> </ul>
<b>CONCLUSION</b>	<p>Councilmember K. Peterson moved to tentatively adopt the Tentative Budget with the changes discussed and set a public hearing to adopt the Tentative Budget on May 14, 2019. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</p>
<b>ADJOURN</b>	<p>Councilmember M. Petersen moved to adjourn. Councilmember Stanton seconded the motion. Councilmember's K. Peterson, Patterson, M. Petersen, Stanton and Mitchell all voted in favor. The meeting adjourned at 10:25 p.m.</p>