CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
December 1, 2020 – WORK 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.

Pursuant to the State of Utah Public Health Order 2020-17, dated October 14, 2020, and in conjunction with the State of Utah's ongoing declaration of a statewide public health emergency, Mayor Shepherd made a written and verbal declaration on November 10, 2020, that results in the following: (1) the City is not providing an anchor location for City Council meetings, (2) Although no other physical meeting location will be available for the general public, the City Council may or may not appear in person at the City building subject to compliance to social distancing and mask requirements, (3) the public's participation in the City Council meeting may present a substantial risk to the health and safety of others, and (4) the public's participation in the City Council meeting will only be available through Zoom and/or Facebook Live.

The public is invited to monitor or listen to the open portions of the meeting electronically by following the instructions below.

Public Participation – Join Work Session Zoom Meeting
https://us02web.zoom.us/j/85486331084

Meeting ID: 854 8633 1084

Dial by your location
1 (346) 248 7799
1 (669) 900 6833

Multipurpose Room
55 South State Street
Second Floor
Clearfield, Utah

6:00 P.M. WORK SESSION

Update on the Traffic Speed Study Completed for 875 East, 575 East, 2200 South and 2300 South

Review of Designs for the City Building West Entrance, Art Center Remodel and Cemetery Expansion Projects

Discussion on the Award of Proposal for the Parks and Open Space Central Irrigation Control System Project

Discussion on the City's Hedgehog Methodology

Discussion on Legislative Priorities in Preparation for the 2021 Legislative Session

Discussion on the Feasibility and Preparation for the 2021 Kickoff Retreat

ADJOURN AS THE CITY COUNCIL

Dated this 24th day of November, 2020.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.

Clearfield City
we've got it made

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Braden Felix, City Engineer/Public Works Deputy Director

MEETING DATE: December 1, 2020

SUBJECT: Traffic Speed Study for 875 East, 575 East, 2200 South, and 2300 South

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RECOMMENDED ACTION

No action recommended. This report is to update the Mayor and Council regarding the findings of a traffic speed study for 875 East, 575 East, 2200 South, and 2300 South.

DESCRIPTION / BACKGROUND

In response to concerns given to City staff and elected officials regarding speeding drivers on 875 East, 575 East, 2200 South, and 2300 South, the Public Works Department commissioned a traffic speed study from Jordan Searle PE and Tim Taylor PE from Wall Consultant Group (WCG). WCG placed pneumatic tube counters on these roads for a full 24 hours on Tuesday, October 6, 2020. The resulting data is summarized below:

Metric	575 South	2200 South	875 South	2300 South
ADT	1,238	617	249	788
Average Speed (mph)	24.1	24.9	24.4	25.9
85th percentile Speed (mph)	28.9	29.8	30.0	30.9
N/E 85th percentile Speed (mph)	28.5	29.7	30.1	31.9
S/W 85th percentile Speed (mph)	29.1	29.8	29.8	29.9

Note: ADT = Average Daily Traffic

The results of the findings were that the average speed on these roads varied from 24.1 mph to 25.9 mph. While the speed limit for all these roads are 25 mph, standard traffic engineering practice is to design standard residential roads at 30 mph for a safety factor of 5 mph.

While speeding vehicles does not appear to be a serious problem for these roads, the 85th percentile is approximately 5 mph more than the posted speed limit. There are still improvements recommended by these traffic engineers if so desired by the City. In order of recommendation, they are:

- Speed signage
    - This includes standard speed limit, advisory curve speed, and warning speed signs
- Driver feedback signs

    - These are the signs that read and display the speed of passing vehicles.
- Lane striping or bike lanes
    - These stripes can narrow a lane which helps slow traffic.
- Speed limit pavement legends painted on the roadway
- Bulb-Outs and Mid-Block chokers.
    - These are "bottlenecks" at pedestrian crossings that narrow the lanes. These are relatively costly improvements.
- Increased police enforcement
    - This would only be effective if the enforcement is consistent.

Engineering Recommendations

Jeremy Searle PE and Time Taylor PE, WCG - "Each of these options, as well as other traffic calming methods, were discussed and evaluated for each roadway. Ultimately a mix of these options are recommended for each of the roadway study segments…"

Braden Felix PE, Clearfield City Engineer – The data collected does not present a strong enough case for further tax dollars to be spent for traffic calming. If the need is felt for further action, we should plan to post more signs (including the driver feedback signs) and consider painting lane stripes.

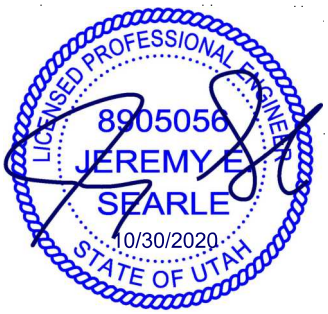
LIST OF ATTACHMENTS

- Clearfield City Speed Study Analysis

WALL CONSULTANT GROUP

9980 South 300 West Ste 200
Sandy, UT 84070

801-456-3847
wcg.us



Date: Friday, October 30th, 2020

To: Braden Felix, P.E. Clearfield City

From: Jeremy Searle, P.E., PTOE
Tim Taylor, P.E., PTOE

Subject: Clearfield Traffic Calming Analysis

Introduction

The purpose of this memorandum is to complete a speed analysis and, if necessary, evaluate potential traffic calming options on the following roadway segments located in the residential neighborhoods south of Antelope Drive (SR-108), north of Gordon Avenue, and west of 2200 West (See Figure 1):

- 575 East
- 2200 South
- 875 East
- 2300 South

Several residents in this neighborhood have reached out to the City with concerns about speeding.

Roadway Description

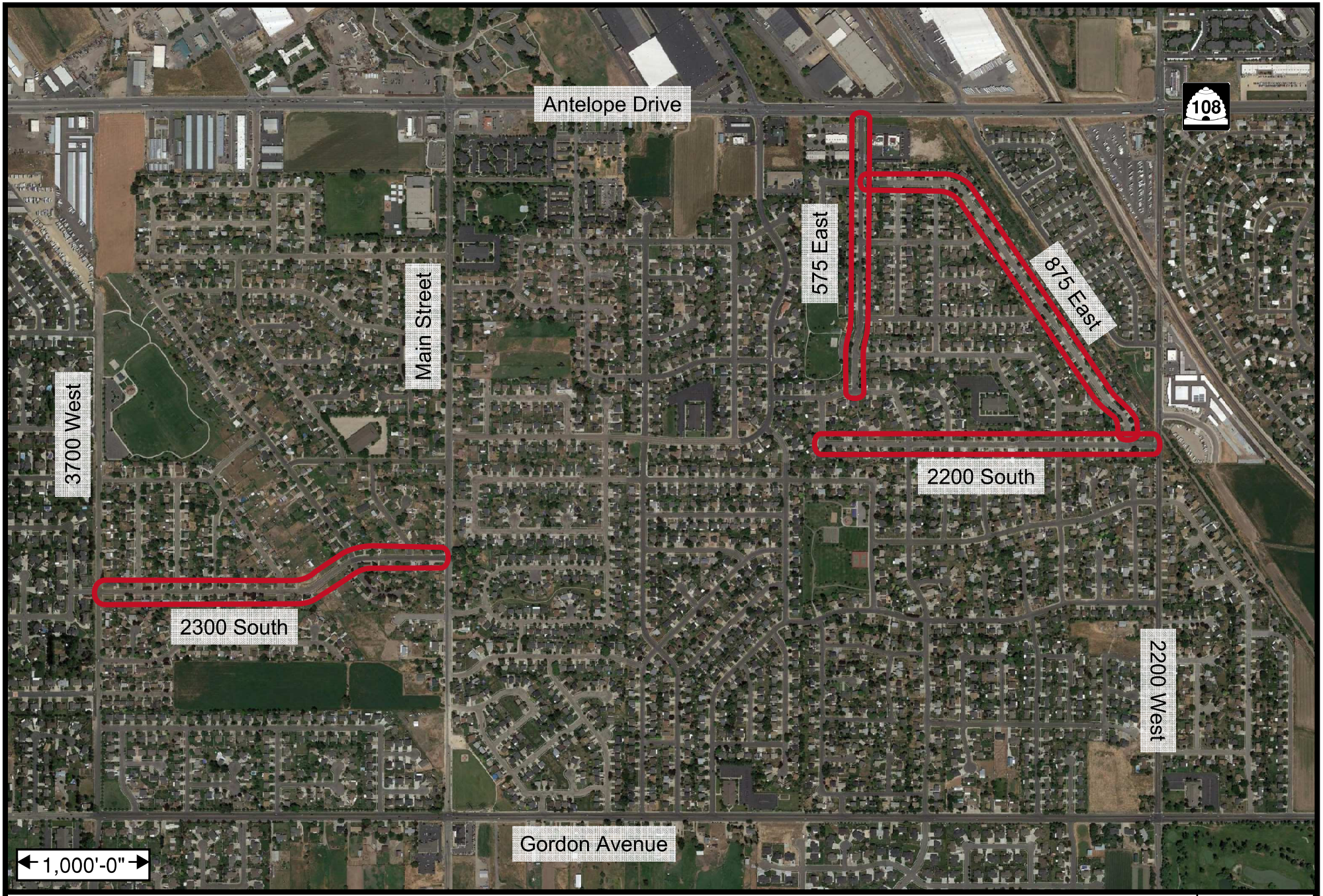
<u>575 East</u>

The 575 East study segment runs north/south from Antelope Drive (SR-108) to 2100 South. It is a two-lane residential road with on-street parking and a 36-foot asphalt width for most of the roadway. North of 1800 South the road widens to a 40-foot asphalt width. 575 East has a posted speed limit of 25 mph along with a “Slow, Children at Play” sign for both directions. One of the speed limit and “Slow, Children at Play” signs are shown in Figure 2.

It is important to note that a mobile driver feedback trailer had been placed on 575 East and was present during our speed data collection efforts. This may have resulted in reduced speeds when compared to conditions without the trailer.



Figure 2: Vicinity Map



WALL CONSULTANT GROUP

Vicinity Map

Clearfield - Traffic Calming

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DATE: 10/30/2020

PROJECT: 20-169

Figure 1

2200 South

The 2200 South study segment runs north/south from 500 East to 2200 West. It is a two-lane residential road with on-street parking and a 36-foot asphalt width. 2200 South has a posted limit of 25 mph in two locations for both directions.

One of the speed limit signs is shown in Figure 3.



Figure 3: 2200 South

875 East

The 875 East study segment runs primarily on a northwest/southeast diagonal from 575 East to 2200 South. It is a two-lane residential road with on-street parking and a 36-foot asphalt width (see Figure 4). There are no posted speed limit signs on 875 East.



Figure 4: 875 East

2300 South

The 2300 South study segment runs east/west from Main Street to 500 West. It is a two-lane residential road with on-street parking and a 36-foot asphalt width. There are two 25 mph speed limit signs for each direction. Going westbound, the first 25 mph sign also includes a “Slow,

Children at Play" sign, and the second sign includes a driver feedback sign. In the eastbound direction the first 25 mph sign includes a Neighborhood Watch sign.

A picture of the driver feedback sign in the westbound direction is included in Figure 5.



Figure 5: 2300 South

Data Collection

WCG placed pneumatic tube counts on each of the roadway study segments. The tube counters provide speed, volume, and vehicle classification data. The tube counters collected data for a full 24 hours on Tuesday, October 6, 2020.

The results of the data collection for each roadway study segment is shown in Figures 6, 7, 8, and 9. Each figure includes the speed, volume, and vehicle class data for the specific study segment. In addition, the existing speed related signs on each roadway are also identified.

A summary of the total daily volume and speed related data for each study roadway is provided in Table 1. The 85th percentile speed on each of the studies roadways varies between 28.9 mph and 30.9 mph (a range of 2 mph). As noted previously, there was a mobile driver feedback trailer on 575 East, which may have reduced speeds on that roadway during the data collection. However, an 85th percentile speed of approximately 30 mph is consistent on all roadways. This is approximately 5 mph above the posted speed of 25 mph.

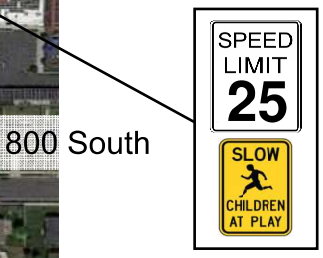
Table 1: Daily Volume and Speed Results

Metric	575 South	2200 South	875 South	2300 South
ADT	1,238	617	249	788
Average Speed (mph)	24.1	24.9	24.4	25.9
85th percentile Speed (mph)	28.9	29.8	30.0	30.9
N/E 85th percentile Speed (mph)	28.5	29.7	30.1	31.9
S/W 85th percentile Speed (mph)	29.1	29.8	29.8	29.9

As shown in the figures, the vehicle classification data indicates that almost all traffic on the study roadways is from personal vehicles. Heavy truck traffic is negligible.



Metric	575 South
ADT	1,238
Average Speed (mph)	24.1
85th percentile Speed (mph)	28.9
Northbound 85th percentile Speed (mph)	28.5
Southbound 85th percentile Speed (mph)	29.1

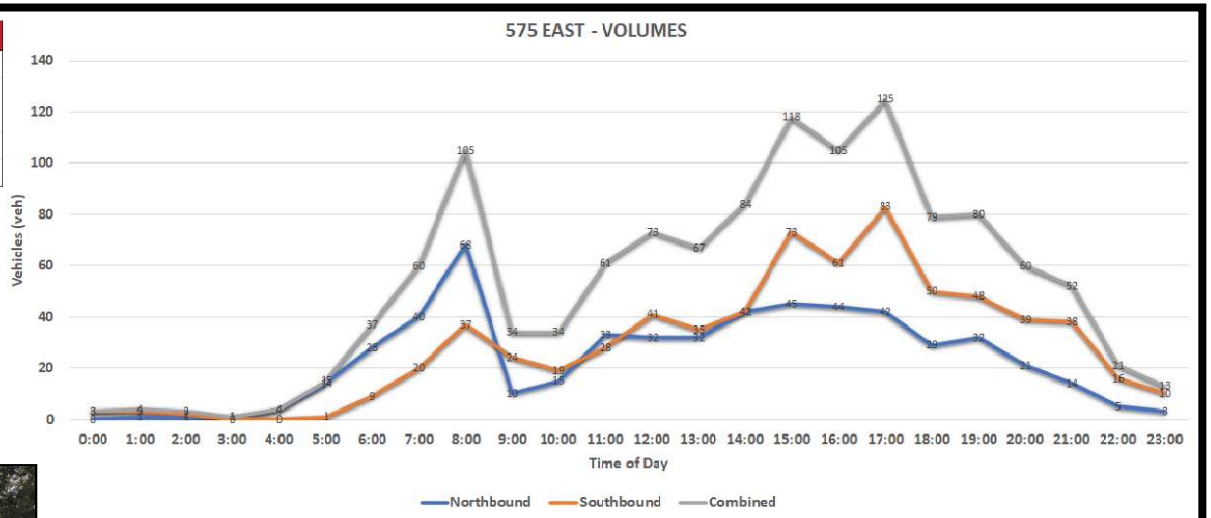


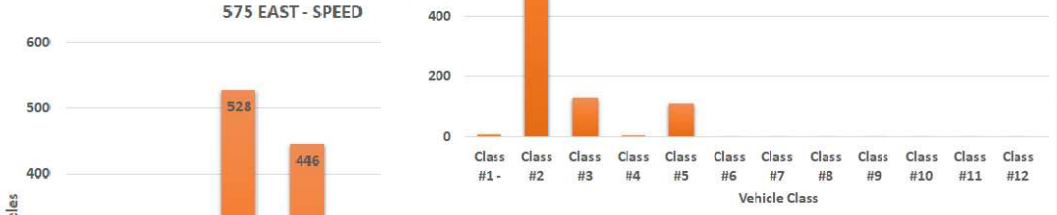


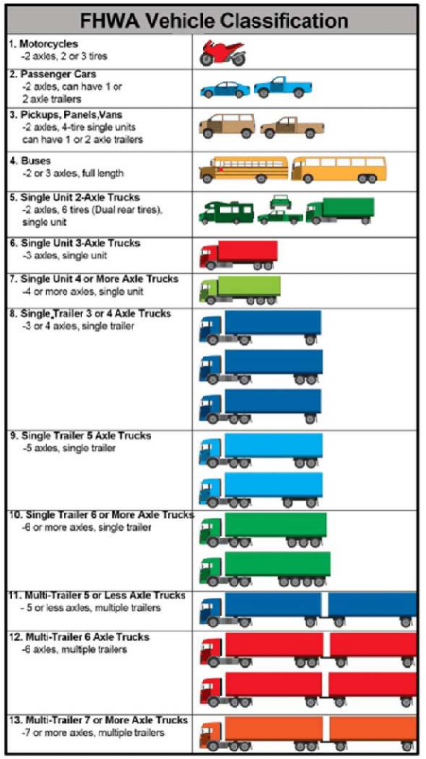












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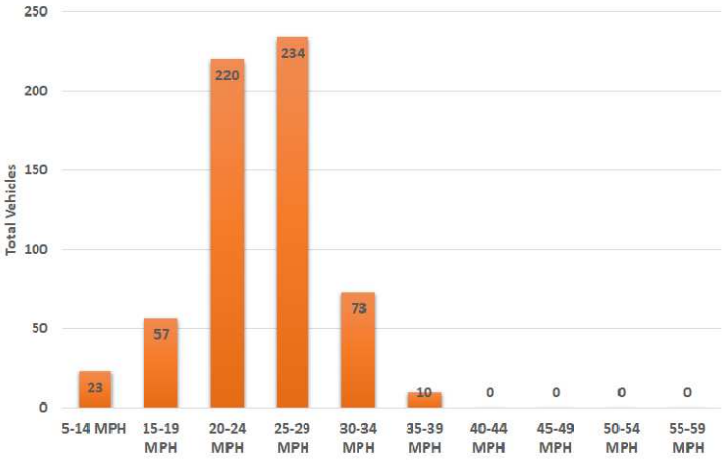
575 East Existing Conditions

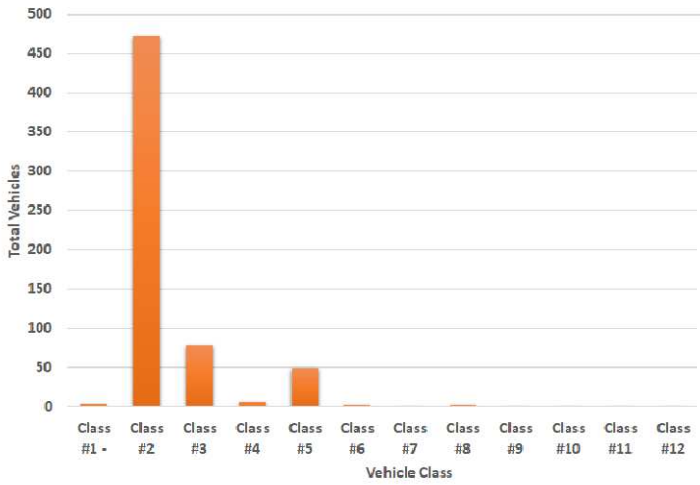
Clearfield - Traffic Calming

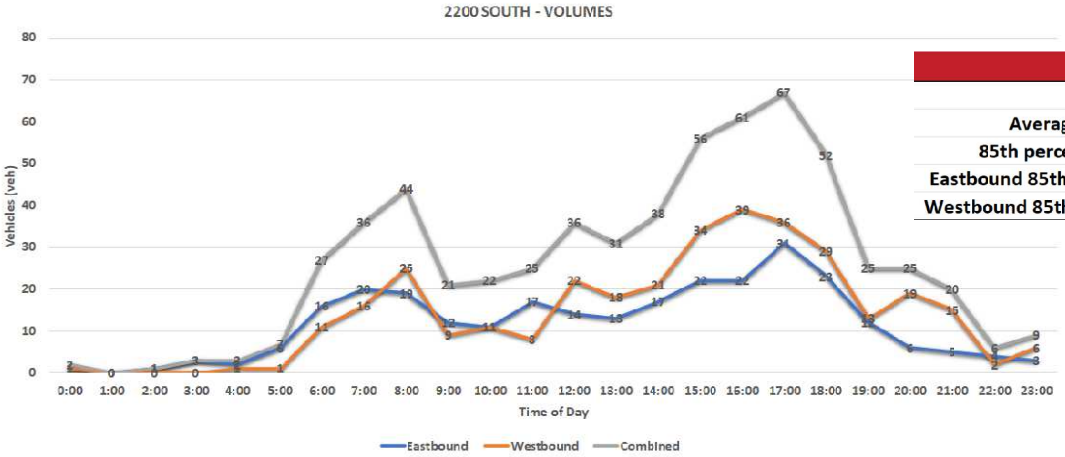
DATE: 10/30/2020

PROJECT: 20-169

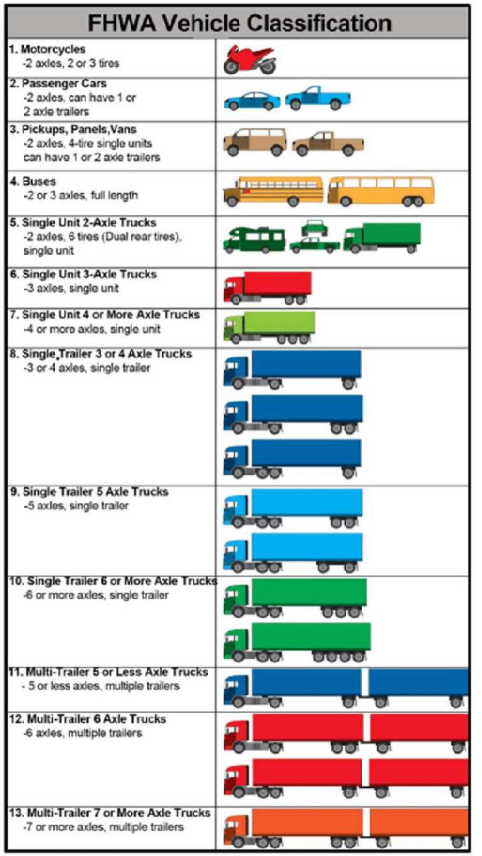
Figure 6







Metric	2200 South
ADT	617
Average Speed (mph)	24.9
85th percentile Speed (mph)	29.8
Eastbound 85th percentile Speed (mph)	29.7
Westbound 85th percentile Speed (mph)	29.8





WALL CONSULTANT GROUP

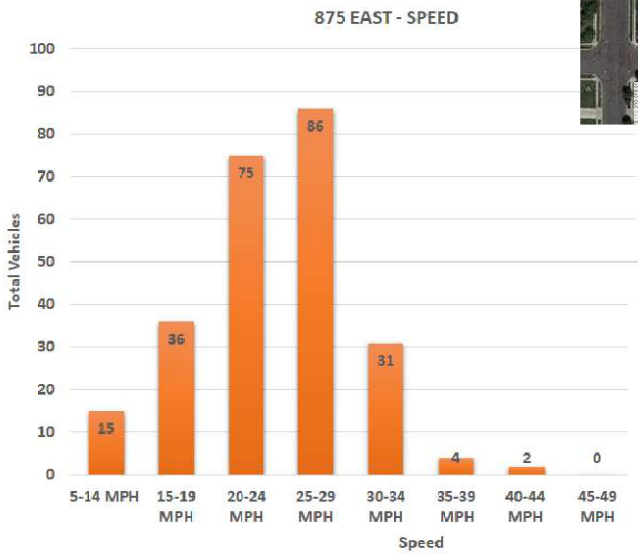
2200 South Existing Conditions

Clearfield - Traffic Calming

DATE: 10/30/2020

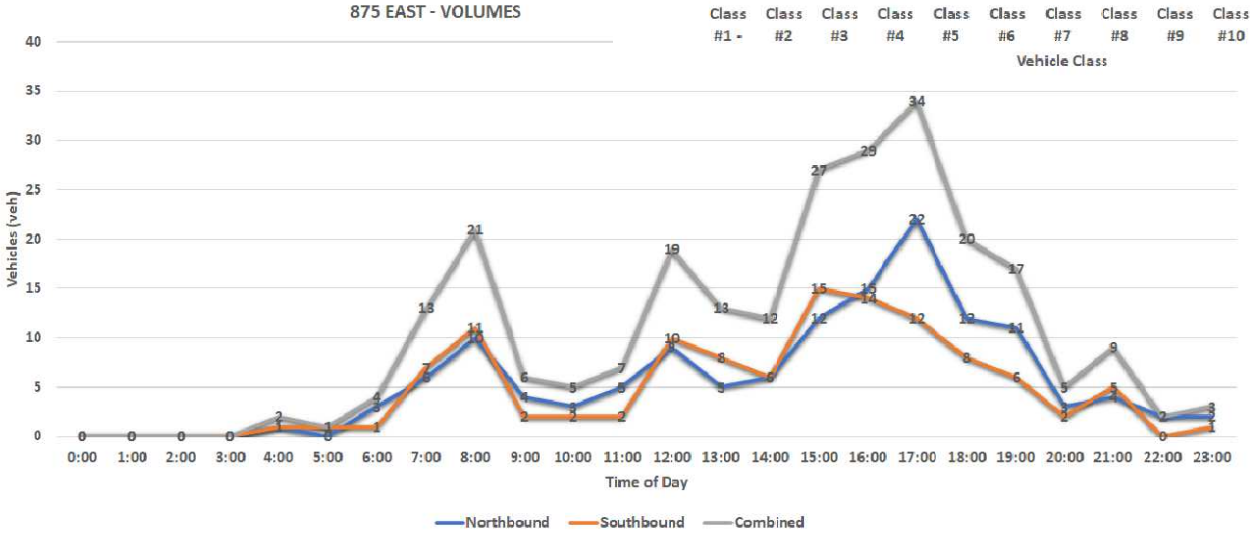
PROJECT: 20-169

Figure 7



Metric	875 East
ADT	249
Average Speed (mph)	24.4
85th percentile Speed (mph)	30.0
Northbound 85th percentile Speed (mph)	30.1
Southbound 85th percentile Speed (mph)	29.8





WALL CONSULTANT GROUP

875 East Existing Conditions

Clearfield - Traffic Calming

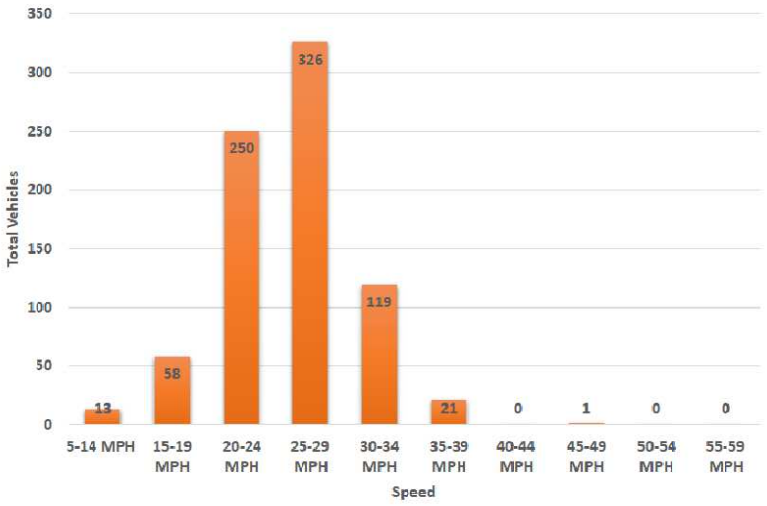
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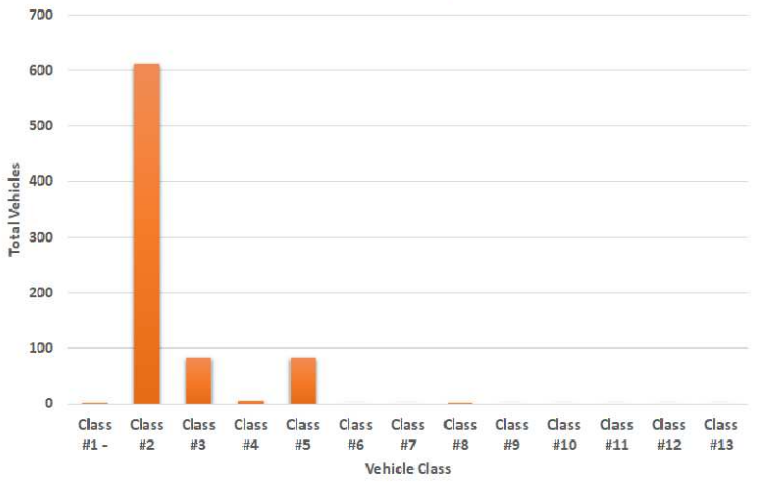
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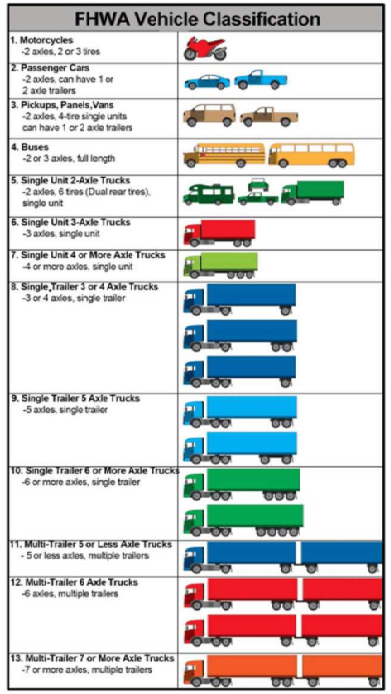
DATE: 10/30/2020

PROJECT: 20-169

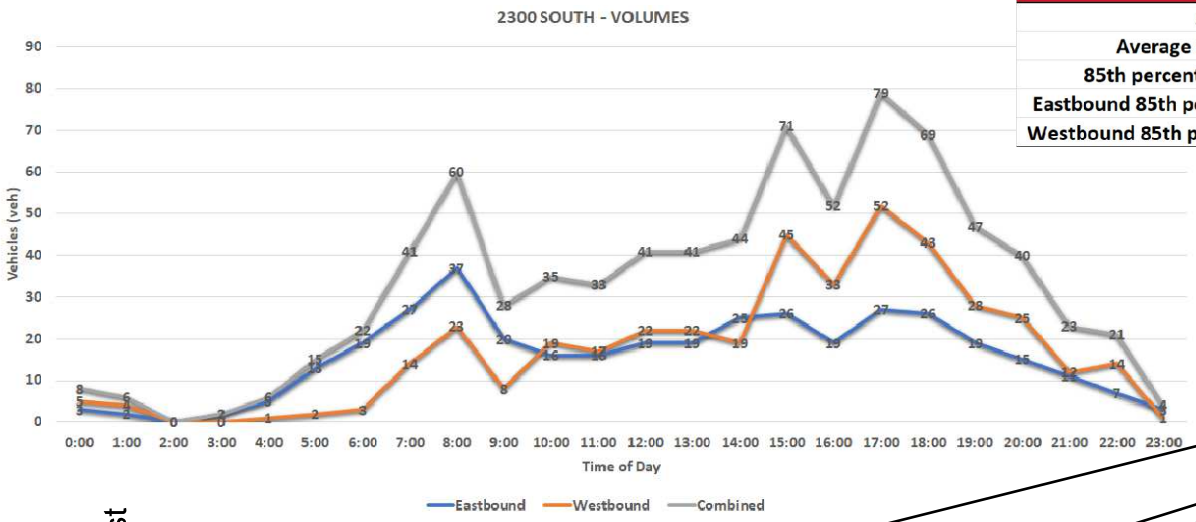
Figure 8

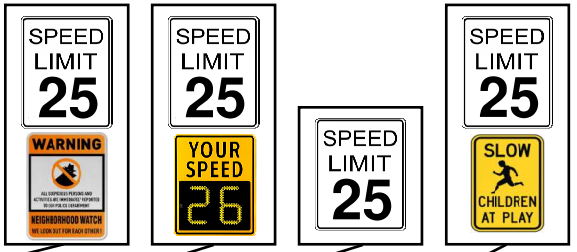


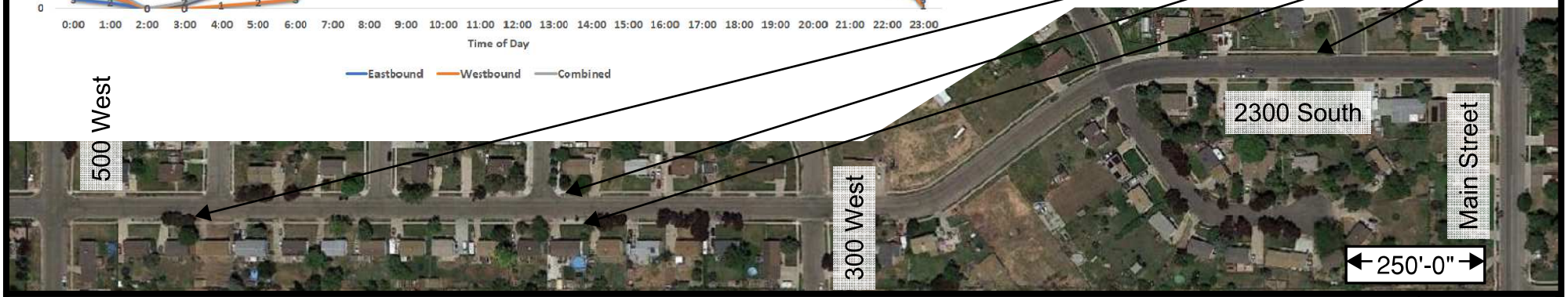




Metric	2300 South
ADT	788
Average Speed (mph)	25.9
85th percentile Speed (mph)	30.9
Eastbound 85th percentile Speed (mph)	31.9
Westbound 85th percentile Speed (mph)	29.9







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2300 South Existing Conditions

Clearfield - Traffic Calming

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DATE: 10/30/2020

PROJECT: 20-169

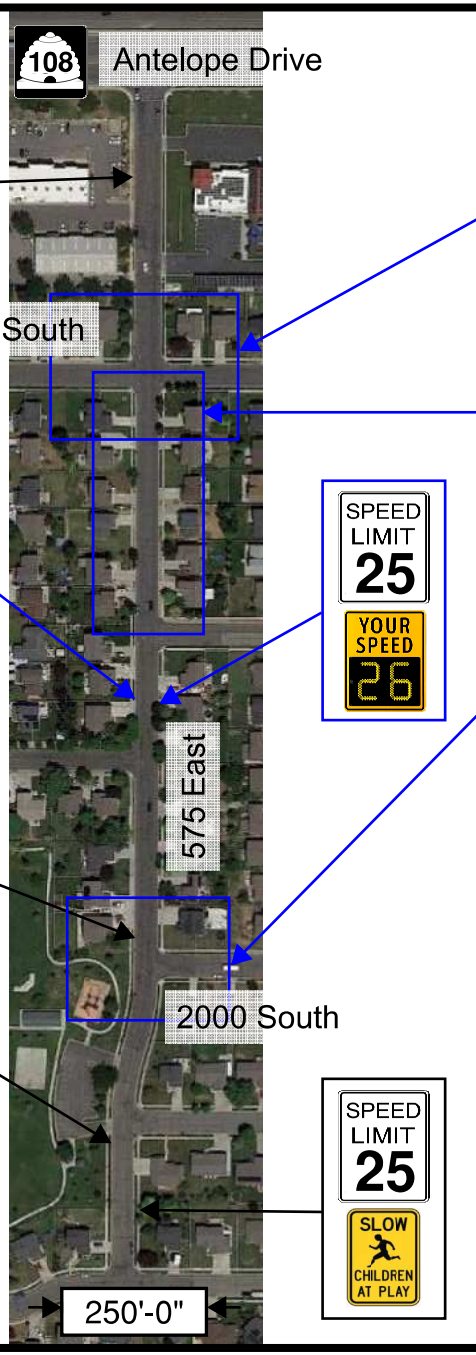
Figure 9

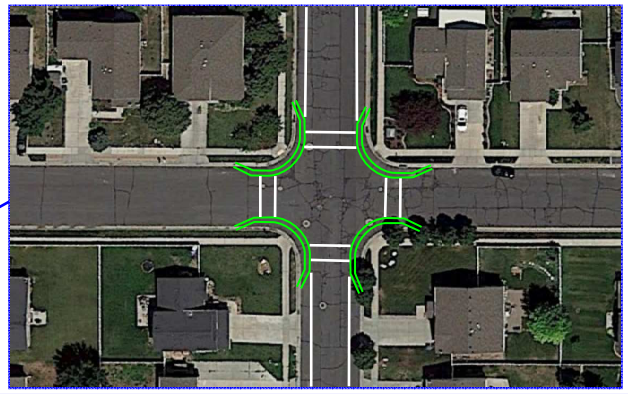
Traffic Calming Options

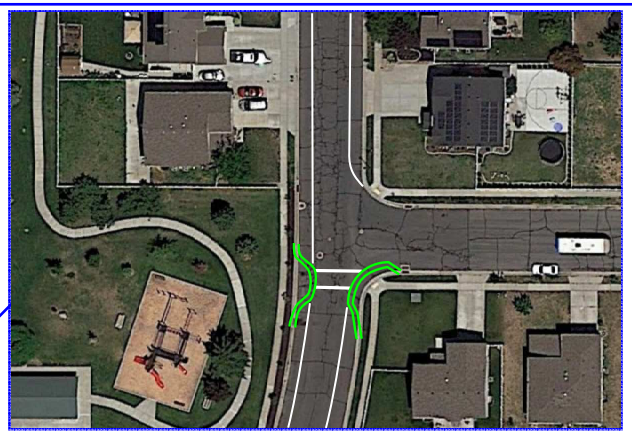
Although the speed data does not indicate a significant speeding problem, the 85th percentile speed is approximately 5 mph above the posted speed. There are several traffic calming alternatives that could be considered to encourage drivers to slow down. A few of these include:

- Speed signage
  - Speed limit, advisory curve speed and warning signs are examples of speed signage. These serve as reminders to drivers to slow down.
- Driver feedback signs
  - Driver feedback signs have been shown to help drivers be more aware of their speed in relation to the posted speed limit. Driver feedback signs can be permanently mounted, temporary installations, or mounted on a trailer. In each case the speed of approaching vehicles is detected and displayed digitally, along with the static posted speed limit sign.
- Lane striping or bike lanes
  - Lane striping can be used to narrow the roadway travel width and slows traffic. Currently there is no lane striping on any of the study roadways, potentially making drivers feel comfortable at speeds greater than the posted speed limit. The existing asphalt is approximately 36 feet wide, which provides 18-foot-wide travel lanes in the absence of on-street parked vehicles. Typical design calls for 12-foot-wide lanes, and can go as narrow as 9 or 10 feet wide. Given the 36-foot asphalt width of the study roadway segments, creating 10 foot travel lane widths through the use of edgeline striping would allow for 8 feet of on-street parking adjacent to the curb.
- Speed limit pavement legends painted on the roadway
  - Speed limit pavement legends are relatively inexpensive to install and increase a driver's awareness of the speed limit. However, they require routine refreshing in order to maintain their effectiveness.
- Bulb-Outs
  - Bulb-outs can be used at intersections to slow speeds and provide a safer crossing for pedestrians. These curb extensions narrow the lane at the intersection approach and shorten the crossing time and distance for pedestrians.
- Mid-block choker
  - Chokers are similar to bulb-outs but are used at mid-block pedestrian crossing locations. This alternative could be considered to slow traffic and provide an enhanced mid-block crossing for pedestrians.
- Increased police enforcement
  - Additional police speed enforcement could also be considered in the area if speed complaints are common. This is most effective if police enforcement is consistent. If not, it may only provide a temporary benefit.

Each of these options, as well as other traffic calming methods, were discussed and evaluated for each roadway. Ultimately a mix of these options are recommended for each of the roadway study segments, as depicted in Figures 10, 11, 12, and 13.









Metric	575 South
ADT	1,238
Average Speed (mph)	24.1
85th percentile Speed (mph)	28.9
Northbound 85th percentile Speed (mph)	28.5
Southbound 85th percentile Speed (mph)	29.1

Recommendations

Phase 1:
- Install permanent driver feedback signs in both directions
- Stripe 575 East to include two 10 foot travel lanes and 8 foot shoulders to maintain on-street parking (36' total width)

Phase 2:
- Construct bulb-outs at 2000 South and stripe a pedestrian crosswalk to the park

Phase 3:
- Construct bulb-outs at 1800 South and stripe pedestrian crosswalks

Recommendations are outlined in Blue

WALL CONSULTANT GROUP

575 East Recommendations

Clearfield - Traffic Calming

DATE: 10/30/2020

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Figure 10

Recommendations

Phase 1:
- Replace existing speed limit signs with permanent driver feedback signs in both directions
- Stripe 2200 South to include two 10 foot travel lanes and 8 foot shoulders to maintain on-street parking (36' total width)

Phase 2:
- Construct bulb-outs and stripe pedestrian crosswalks at 650 East and 825 East

Recommendations are outlined in Blue





Metric	2200 South
ADT	617
Average Speed (mph)	24.9
85th percentile Speed (mph)	29.8
Eastbound 85th percentile Speed (mph)	29.7
Westbound 85th percentile Speed (mph)	29.8



SPEED LIMIT 25 YOUR SPEED 26

SPEED LIMIT 25 YOUR SPEED 26

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SPEED LIMIT 25

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WALL CONSULTANT GROUP

2200 South Recommendations

Clearfield - Traffic Calming

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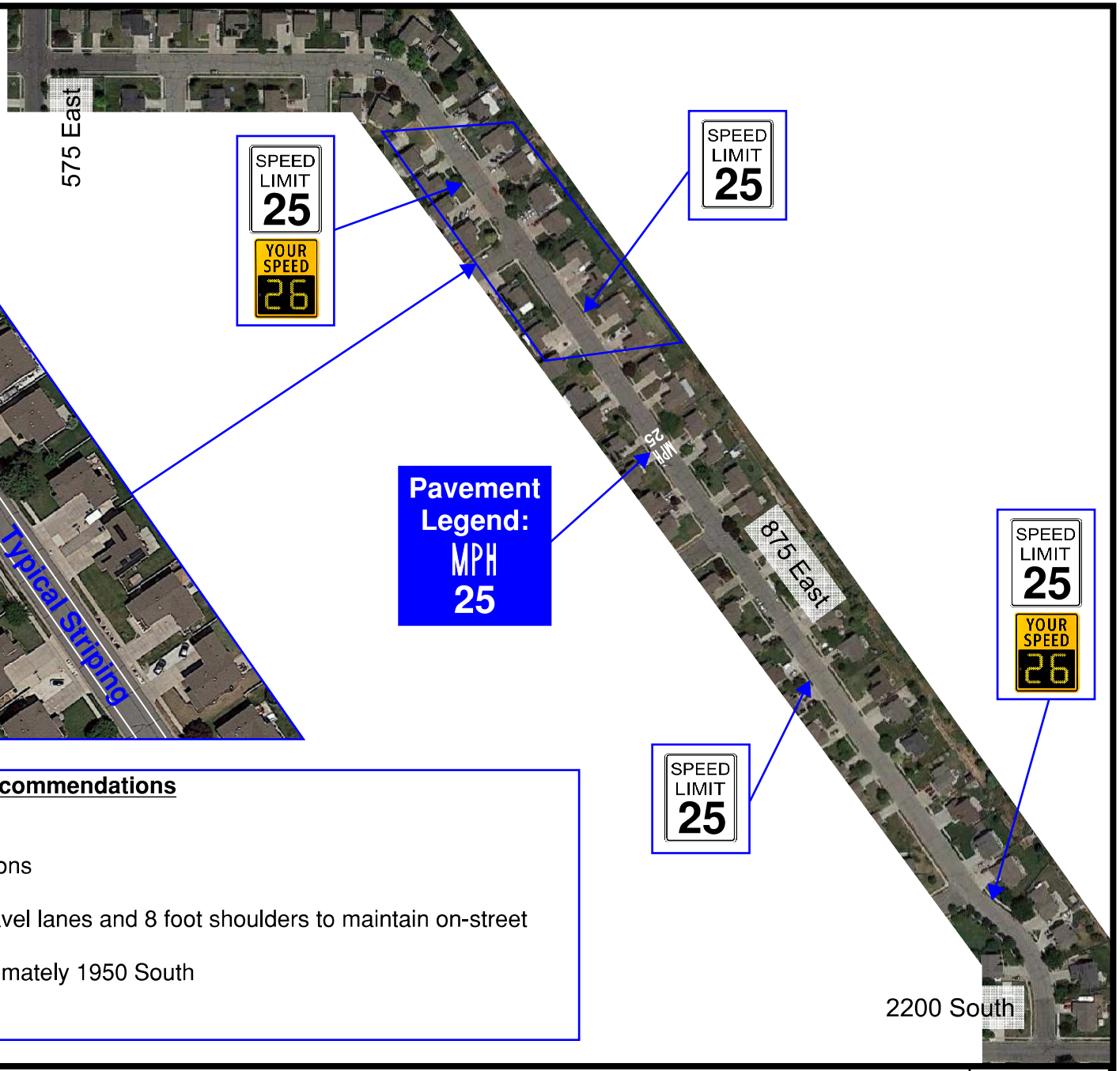
DATE: 10/30/2020

PROJECT: 20-169

Figure 11

Metric	875 East
ADT	249
Average Speed (mph)	24.4
85th percentile Speed (mph)	30.0
Northbound 85th percentile Speed (mph)	30.1
Southbound 85th percentile Speed (mph)	29.8





Recommendations

Phase 1:

- Add driver feedback signs in both directions
- Add speed limit signs in both directions
- Stripe 875 East to include two 10 foot travel lanes and 8 foot shoulders to maintain on-street parking (36' total width)
- Add 25 mph pavement legend at approximately 1950 South

Recommendations are outlined in Blue

WALL CONSULTANT GROUP

875 East Recommendations

Clearfield - Traffic Calming

250'-0"

N

DATE: 10/30/2020

PROJECT: 20-169

Figure 12

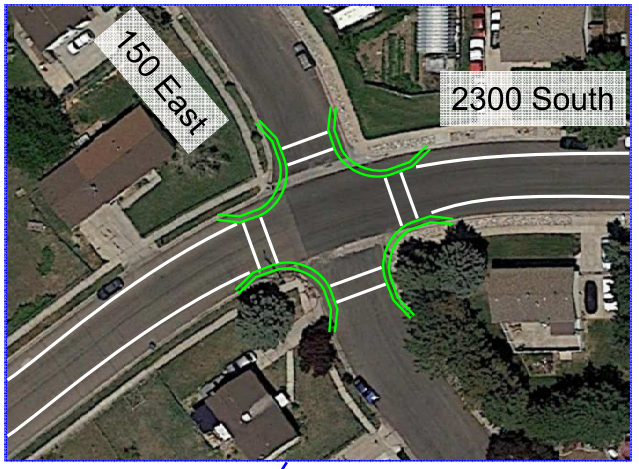
Recommendations

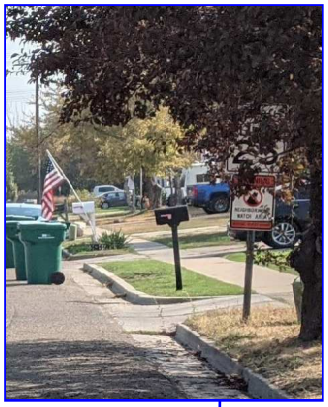
Phase 1:
- Trim trees to improve view of existing speed limit sign
- Replace existing speed limit sign with permanent driver feedback sign in the eastbound direction
- Stripe 2300 South to include two 10 foot travel lanes and 8 foot shoulders to maintain on-street parking (36' total width)
- Add 25 mph pavement legend on west end of 2300 South

Phase 2:
- Construct bulb-outs and stripe pedestrian crosswalks at 2300 South and 150 East

Recommendations are outlined in Blue

Metric	2300 South
ADT	788
Average Speed (mph)	25.9
85th percentile Speed (mph)	30.9
Eastbound 85th percentile Speed (mph)	31.9
Westbound 85th percentile Speed (mph)	29.9







Pavement Legend: MPH 25











WALL CONSULTANT GROUP

2300 South Recommendations

Clearfield - Traffic Calming

DATE: 10/30/2020

PROJECT: 20-169

Figure 13

Findings & Recommendations

WCG makes the following observations and recommendations:

- Volume, speed, and vehicle class data were collected on each of the 4 study roadways
  - The 85th percentile speed on each of the study roadways was approximately 30 mph
  - Daily volumes ranged from 249 vehicles per day on 575 East to 1,238 vehicles per day on 875 East
  - The vehicle class data showed that almost all vehicles were passenger car type vehicles. Heavy truck traffic is negligible on all study roadways.
- A variety of traffic calming methods were evaluated and discussed for each of the study roadways. The following recommendations were developed for each roadway:
- 575 East
  - Install permanent driver feedback signs in both directions
  - Stripe 575 East to include two 10-foot travel lanes and 8-foot shoulders to maintain on-street parking (36' total width)
  - Phase 2: Construct bulb-outs at 2000 South and stripe a pedestrian crosswalk to the park
  - Phase 3: Construct bulb-outs at 1800 South and stripe pedestrian crosswalks
- 2200 South
  - Replace 2 of the existing speed limit signs with permanent driver feedback signs in both directions
  - Stripe 2200 South to include two 10-foot travel lanes and 8-foot shoulders to maintain on-street parking (36' total width)
  - Phase 2: Construct bulb-outs and stripe pedestrian crosswalks at 650 East and 825 East
- 875 East
  - Add driver feedback signs in both directions
  - Add speed limit signs in both directions
  - Stripe 875 East to include two 10-foot travel lanes and 8-foot shoulders to maintain on-street parking (36' total width)
  - Add 25 mph pavement legend at approximately 1950 South
- 2300 South
  - Trip trees to improve view of existing speed limit sign on west end of 2300 South
  - Replace existing speed limit sign with permanent driver feedback sign in the eastbound direction
  - Stripe 2300 South to include two 10-foot travel lanes and 8 foot shoulders to maintain on-street parking (36' total width)
  - Add 25 mph pavement legend at on west end of 2300 South
  - Phase 2: Construct bulb-outs and stripe pedestrian crosswalks at 2300 South and 150 East
- Several of these recommendations include a recommendation as a Phase 2 or Phase 3 improvement. It is recommended that the base improvements be implemented first, and if higher speeds continue to be a concern then the later phases should be constructed.

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Curtis Dickson, Community Services Deputy Director

MEETING DATE: December 1, 2020

SUBJECT: Design Review for City Building West Entrance, Art Center Remodel and Cemetery Expansion Projects

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RECOMMENDED ACTION

Review and give feedback regarding the design for the City Building West Entrance, Art Center Remodel and Cemetery Expansion Projects.

DESCRIPTION / BACKGROUND

In the FY2021 Community Services Capital Budget there are 3 projects involving renovation, remodeling and/or expansion. These projects are the City Building West Entrance Renovation, the Art Center Remodel, and the Cemetery Expansion. Staff would like to review the near final drawings with the Council before going out to bid.

City Building West Entrance:

There is $250,000 budgeted in the FY2021 budget. This project's intent is to renovate the West entrance stairs that are currently crumbling after 20 years. There will be a reduction in the size of the stairs and new shrub/flower beds and flagpoles that will be visible from State Street will be installed. We are still working on the engineers estimate for this project but are ready to go out to bid if the Council approves of the design.

Art Center Remodel

The current FY2021 budget has $400,000 ($250,000 PARAT, $150,000 General Fund) budgeted for the remodel project. Previously, the Mayor and Council in the budget discussion for FY2021, had expressed a desire to split this project over 2 fiscal years and renovate the entire Arts Center instead of just the first floor. In the FY 2022 budget there will be an additional $150,000 from the General Fund to finish the project after July 1, 2021.

The first floor will demolish several walls to make more usable multi-purpose area spaces for classes and programs. Additionally, offices for staff will be moved and reconfigured and concessions moved closer to the entrance of the Little Theatre. Finally, the first floor will be reconfigured to allow more

room for cast members behind the stage and more storage so costumes and set pieces will not have to be moved to and from the second floor.

The second floor consists of removing many of the interior walls on the South end of the building. This will make way for an additional multi-purpose room on the second floor. This will facilitate the many needs of the Center with programming and classes such as the Bands, Choirs and Homeschool Programs.

Finally, the remodel will also convert all the lighting to LED. Acoustical issues with sound in one area of the building leaching to others and disrupting other programs and classes will be addressed also. Paint, and flooring will also be updated to better work with how the Center is used.

Cemetery Expansion

Similar to the Arts Center Remodel project, the Cemetery Expansion is designed to be funded over two fiscal years to take advantage of reducing mobilization costs by not phasing the project. There is $250,000 in the current budget year, with plans to fund the remainder of the project in the FY2022 fiscal year.

Currently, the Cemetery has about 500 plots that are available for purchase. The majority of these available spaces are in the southeast part of the cemetery located by State Street and the mobile home park just south of the cemetery. However, there a lot of single spaces mingled throughout the cemetery.

The City currently owns approximately 3 acres west of the developed area of the cemetery. Also, there is approximately .73 acres of property owned by Lindquist Mortuary directly west of their parking lot the City is working on acquiring. This would give the City almost 4 additional acres for cemetery expansion. The expansion would be a mixture of traditional in-ground burial plots and columbarium niche walls and columns to increase the holding capacity of the cemetery. Part of the expansion would also widen the entry way to the cemetery on State Street. Staff is also working on correcting a gap that runs along the Northern portion of the cemetery property, consolidating and rezoning the multiple parcels that makeup the cemetery property.

Original engineering estimates from about 18 months ago put the cost of the entire project around $500,000. We have an updated estimate from the engineers, and the projected cost has risen significantly. The current engineer estimate puts the cost of the whole project at about $785,000. This may necessitate returning to a more phased approach if the Council chooses to not fund the remaining $525,000 in the FY 2022 budget.

CORRESPONDING POLICY PRIORITY (IES)

These three projects are in line with the City's hedgehog philosophy of Creating a Place Where People Want to Be". Additionally, it aligns with the City's Policies and Priorities of "Providing Quality Municipal Services, and Improving Clearfield's Image, Livability and Economy" The West Entrance will help further the downtown redevelopment goals of the City by offering a more attractive and usable entrance. It will also allow more opportunity for events and announcements from the most visible entrance to City Hall. The Arts Center Renovation will assist in furthering the City's goal of furthering its investment in the Arts and providing "outstanding arts, recreation, and events." The Cemetery Expansion will greatly help with maintaining and improving the City's current level of service with regards to the Cemetery.

FISCAL IMPACT

The fiscal impact of these projects is mostly one-time capital. The total capital costs of these three projects is about $1.6 million. The renovation, remodel, and expansion will greatly improve the City's ability to provide services to the arts community in the City. There will be additional long-term costs to the Arts Center Remodel with program and staffing expenses, but it will improve the City's ability to recoup costs according to the new Community Services Business Plan. However, the remodel will assist in reducing some of the workload of the facility maintenance staff and overall cost of maintaining the Arts Center.

The Cemetery Expansion will require additional resources with regards to fertilizing, watering, mowing and other general maintenance of the area. It will assist with beautification of the west half of the cemetery and provide more room for residents to bury their loved ones.

The West Entrance project will reduce some facility maintenance and park staff maintenance responsibilities with repairs to the broken steps and help with snow removal with less steps to shovel. Additionally, it will improve the overall look of the building from State Street.

ALTERNATIVES

1. Fully fund the projects as outlined
2. Phase the projects over multiple years
3. Not do the projects

SCHEDULE / TIME CONSTRAINTS

Staff plans to go out to bid with these three projects in December. The hope is to have all of them ready to start in the spring and completion by the end of Summer 2021.

LIST OF ATTACHMENTS

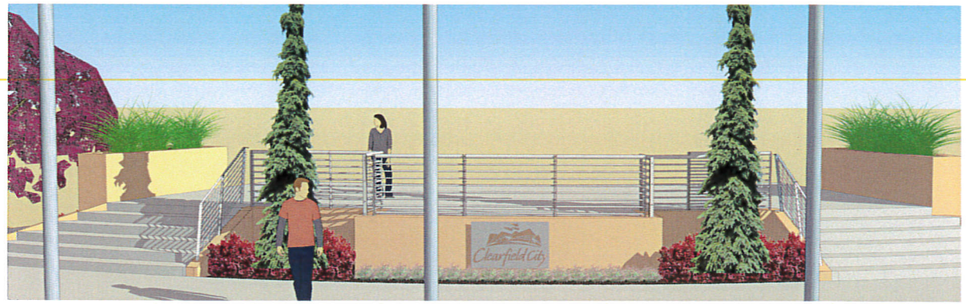
West Entrance Rendering

Cemetery Expansion Drawings

Art Center Remodel Drawings









ENTRANCE STAIRWAY REMODEL

CLEARFIELD CITY HALL

NOVEMBER 2020

civilsolutionsgroup inc.



REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION	DETAIL
1	MODIFY AND REPAIR EXISTING LANDSCAPE AND IRRIGATION AS NEEDED. DO NOT USE SOD PIECES NARROWER THAN 12".	
2	EXISTING SPIGOT TO BE REMOVED AND REBUILT IN THE LOCATION SHOWN. INSTALL PER APPLICABLE CODES AND REGULATIONS. INSTALL AT 1.5' HEIGHT.	
3	CONCRETE MOWSTRIP - 6" X 6"	8/L502
4	SIGHT TRIANGLE: 25' X 55'	
5	EXSITING COLUMN TO REMAIN - SEE CIVIL PLANS	
6	EXISTING FENCE TO REMAIN - SEE CIVIL PLANS	
7	PROPOSED LOCATION FOR FUTURE SIGN (NOT PART OF THIS CONTRACT)	
8	PLANTER POT "URBAN COLLECTION ROUND" PART # UCS 3000 WITH MATCHING IRRIGATION CWC-2100/1720-2K AND WITH ROUND "FRP SKIRTED SAUCER" # SL-2600 FROM "TOURNESOL SITEWORKS" 800-542-2282. TEXTURE IS TO BE "T-0" COLOR IS TO BE "MMP BRONZE COLOR" DRILL (3) 1/2" HOLES IN THE BOTTOM OF PLANTER FOR DRAINAGE.	
9	BY OTHERS: EXISTING POWER METER TO BE RELOCATED FROM PROPOSED PLANTING AREA BY CITY.	
10	EXISTING CONTROLLER TO BE REMOVED AND RELOCATED TO THE LOCATION SHOWN. INSTALL ON CONCRETE PAD AND INSTALL WIRE SPLICE BOX IN THE ORIGINAL CONTROLLER LOCATION AS NEEDED. SPLICE WIRES AND BRING WIRES TO NEW CONTROLLER LOCATION.	

SYMBOL	DESCRIPTION	DETAIL
11	TURF GRASS: CONTRACTOR TO INSTALL 5-INCH DEPTH OF TOPSOIL BEFORE LAYING SOD. SOD SHALL BE "IMPERIAL BLUE" FROM "CHANSHARE SOD" 435-854-3627 OR APPROVED EQUAL. SEE SPECIFICATIONS FOR TOPSOIL REQUIREMENTS.	8/L502
12	PLANTER BED: CONTRACTOR TO INSTALL 8-INCH DEPTH OF TOPSOIL (SEE SPECIFICATIONS FOR TOPSOIL REQUIREMENTS), LAYER OF DEWITT-PRO 5 WEED BARRIER, AND 3-INCH DEPTH OF BARK MULCH "MINI BARK" FORM "MILLER'S" (435)245-3157 OR APPROVED EQUAL.	2/L502
13	COBBLE: WASHED "WEBER RIVER ROCK" FROM STAKER PARSON 801-409-9500 OR APPROVED EQUAL. COBBLE SHALL BE AN EVEN MIXTURE OF 1-2", 2-4", AND 4-8" SIZES. INSTALL AT 5" DEPTH OVER DEWITT PRO WEED BARRIER FABRIC. TOPSOIL NOT REQUIRED IN COBBLE AREA.	8/L502
14	POROUS GRASS PAVER - "GRASSPAVE2" FROM "INVISIBLE STRUCTURES" (303)505-9836. INSTALL THIN-CUT SOD PER SPECIFICATIONS.	11/L502
15	DECOMPOSED GRANITE: 3/8" MINUS "COPPER CANYON" FROM "STAKER PARSONS" OR APPROVED EQUAL INSTALLED 3" DEEP OVER DEWITT PRO 5 WEED BARRIER FABRIC. NO IMPORTED TOPSOIL LAYER REQUIRED.	8/L502

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME / COMMON NAME	SIZE
	AC	2	ACER PLATANOIDES `CRIMSON KING` / CRIMSON KING MAPLE	2" CAL.
	AN	20	ACER TRUNCATUM `NORWEGIAN SUNSET` / NORWEGIAN MAPLE	2" CAL.
	MS	8	MALUS X `SPRING SNOW` / SPRING SNOW CRAB APPLE	2" CAL.
	PN	3	PINUS NIGRA / AUSTRIAN BLACK PINE	6` HT
	QS	6	QUERCUS ROBUR `SKINNY GENES` / ENGLISH OAK	2" CAL.
	SI	12	SYRINGA RETICULATA 'IVORY SILK` / IVORY SILK JAPANESE TREE LILAC	2" CAL.

SHRUBS	CODE	QTY	BOTANICAL NAME / COMMON NAME	CONT
	BR	15	BERBERIS THUNBERGII `RED CARPET` / RED CARPET BARBERRY	5 GAL.
	PS	6	PINUS MUGO `SLOWMOUND` / MUGO PINE	5 GAL.

GRASSES & PERENNIALS	CODE	QTY	BOTANICAL NAME / COMMON NAME	CONT
	AR	10	AGASTACHE RUPESTRIS / THREADLEAF GIANT HYSSOP	1 GAL.
	CK	22	CALAMAGROSTIS X ACUTIFLORA `AVALANCHE` / FEATHER REED GRASS	1 GAL.

BOULDERS			
		5	"BROWN'S CANYON" BOULDERS 2'-4' OR APPROVED EQUAL. LOWER 1/4-1/3 SHOULD BE BELOW GRADE. FINAL HEIGHT SHALL BE 3' MAX.

GENERAL NOTE:
SEE SHEETS L-501 AND L-502 FOR TREE AND SHRUB PLANTING DETAILS.

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF CIVIL SOLUTIONS GROUP, INC. AN SHALL NOT BE PHOTOCOPIED, RE-DRAWN, OR USED ON ANY OTHER PROJECT OTHER THAN THE PROJECT SPECIFICALLY DESIGNED FOR, WITHOUT WRITTEN PERMISSION. THE OWNERS AND ENGINEERS OF CIVIL SOLUTIONS GROUP, INC. DISCLAIM ANY LIABILITY FOR ANY CHANGES OR MODIFICATIONS MADE TO THESE PLANS OR THE DESIGN THEREON WITHOUT THEIR CONSENT. THESE PLANS ARE DRAWN TO SCALE WHEN PLOTTED ON A 24" X 36" SHEET OF PAPER. THESE PLANS ARE PRODUCED IN COLOR AND SHOULD BE PLOTTED AS SUCH.

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SALT LAKE | P: 801.216.3192
UTAH VALLEY | P: 801.874.1432
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www.civilsolutionsgroup.net

CLEARFIELD CITY CEMETERY
1050 STATE STREET
CLEARFIELD, UT 84015

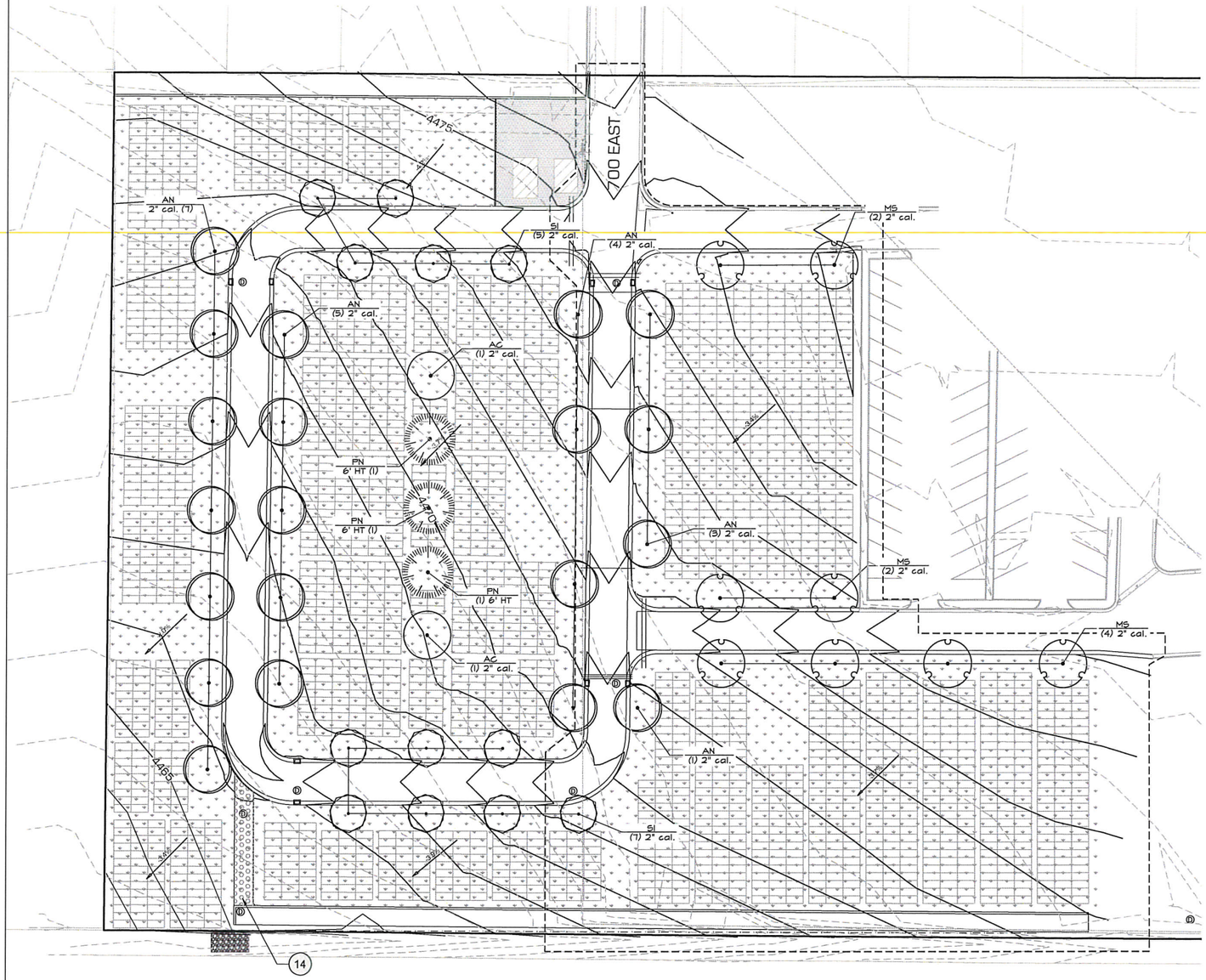
MARK	DATE	DESCRIPTION

PROJECT #: 18-144
DRAWN BY: J. H.
PROJECT MANAGER: D. LAW
ISSUED: 10.15.2020

STATE OF UTAH
10.15.20
JACOB A. HENDRICKSON
10110348
LICENSED LANDSCAPE ARCHITECT

ENTRANCE PLANTING PLAN

L102





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GENERAL NOTE:
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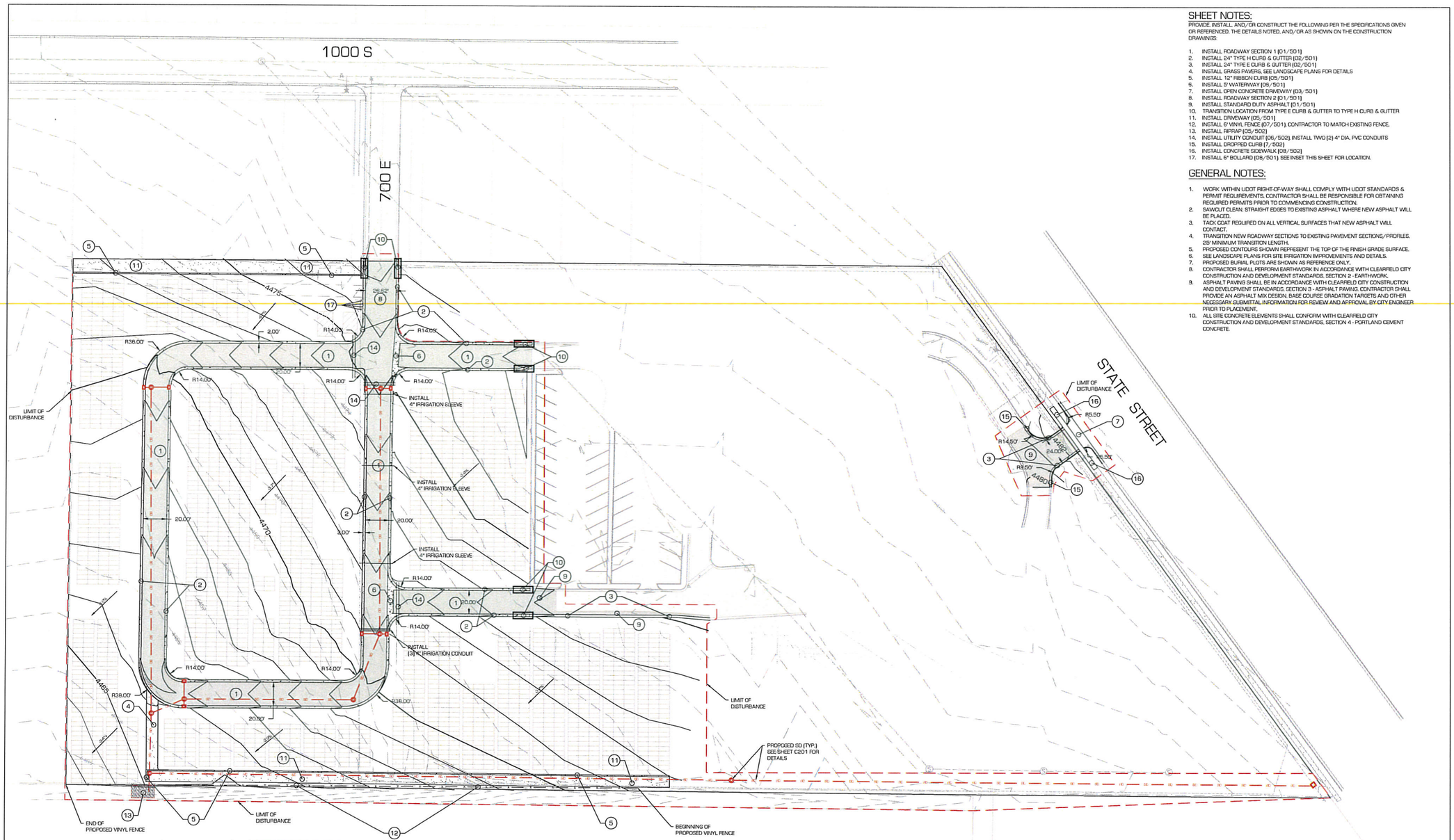
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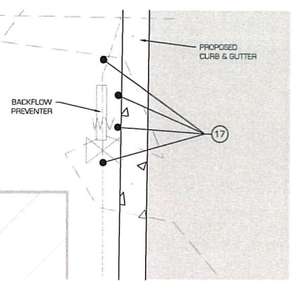
PROJECT #: 18-144
DRAWN BY: J. H.
PROJECT MANAGER: D. LAW
ISSUED: 10.15.2020

STATE OF UTAH
10.15.20
JACOB A. HENDRICKSON
10110348
LICENSED LANDSCAPE ARCHITECT

PLANTING PLAN

L101





BOLLARD LOCATIONS
SCALE: 1" = 5'

SHEET NOTES:

PROVIDE, INSTALL, AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED. THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS.

1. INSTALL ROADWAY SECTION 1 (01/501)
2. INSTALL 24" TYPE H CURB & GUTTER (02/501)
3. INSTALL 24" TYPE E CURB & GUTTER (02/501)
4. INSTALL GRASS PAVERS, SEE LANDSCAPE PLANS FOR DETAILS
5. INSTALL 12" RIBBON CURB (05/501)
6. INSTALL 5' WATERWAY (05/501)
7. INSTALL OPEN CONCRETE DRIVEWAY (03/501)
8. INSTALL ROADWAY SECTION 2 (01/501)
9. INSTALL STANDARD DUTY ASPHALT (01/501)
10. TRANSITION LOCATION FROM TYPE E CURB & GUTTER TO TYPE H CURB & GUTTER
11. INSTALL DRIVEWAY (05/501)
12. INSTALL 6' VINYL FENCE (07/501). CONTRACTOR TO MATCH EXISTING FENCE.
13. INSTALL RIPRAP (05/502)
14. INSTALL UTILITY CONDUIT (06/502). INSTALL TWO (2) 4" DIA. PVC CONDUITS
15. INSTALL DROPPED CURB (7/502)
16. INSTALL CONCRETE SIDEWALK (08/502)
17. INSTALL 6" BOLLARD (08/501). SEE INSET THIS SHEET FOR LOCATION.

GENERAL NOTES:

1. WORK WITHIN UDOT RIGHT-OF-WAY SHALL COMPLY WITH UDOT STANDARDS & PERMIT REQUIREMENTS. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING REQUIRED PERMITS PRIOR TO COMMENCING CONSTRUCTION.
2. SAWCUT CLEAN, STRAIGHT EDGES TO EXISTING ASPHALT WHERE NEW ASPHALT WILL BE PLACED.
3. TACK COAT REQUIRED ON ALL VERTICAL SURFACES THAT NEW ASPHALT WILL CONTACT.
4. TRANSITION NEW ROADWAY SECTIONS TO EXISTING PAVEMENT SECTIONS/PROFILES. 25' MINIMUM TRANSITION LENGTH.
5. PROPOSED CONTOURS SHOWN REPRESENT THE TOP OF THE FINISH GRADE SURFACE.
6. SEE LANDSCAPE PLANS FOR SITE IRRIGATION IMPROVEMENTS AND DETAILS.
7. PROPOSED BURIAL PLOTS ARE SHOWN AS REFERENCE ONLY.
8. CONTRACTOR SHALL PERFORM EARTHWORK IN ACCORDANCE WITH CLEARFIELD CITY CONSTRUCTION AND DEVELOPMENT STANDARDS, SECTION 2 - EARTHWORK.
9. ASPHALT PAVING SHALL BE IN ACCORDANCE WITH CLEARFIELD CITY CONSTRUCTION AND DEVELOPMENT STANDARDS, SECTION 3 - ASPHALT PAVING. CONTRACTOR SHALL PROVIDE AN ASPHALT MIX DESIGN, BASE COURSE GRADATION TARGETS AND OTHER NECESSARY SUBMITTAL INFORMATION FOR REVIEW AND APPROVAL BY CITY ENGINEER PRIOR TO PLACEMENT.
10. ALL SITE CONCRETE ELEMENTS SHALL CONFORM WITH CLEARFIELD CITY CONSTRUCTION AND DEVELOPMENT STANDARDS, SECTION 4 - PORTLAND CEMENT CONCRETE.

N

0 40' 80'

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CLEARFIELD CITY CEMETERY EXPANSION

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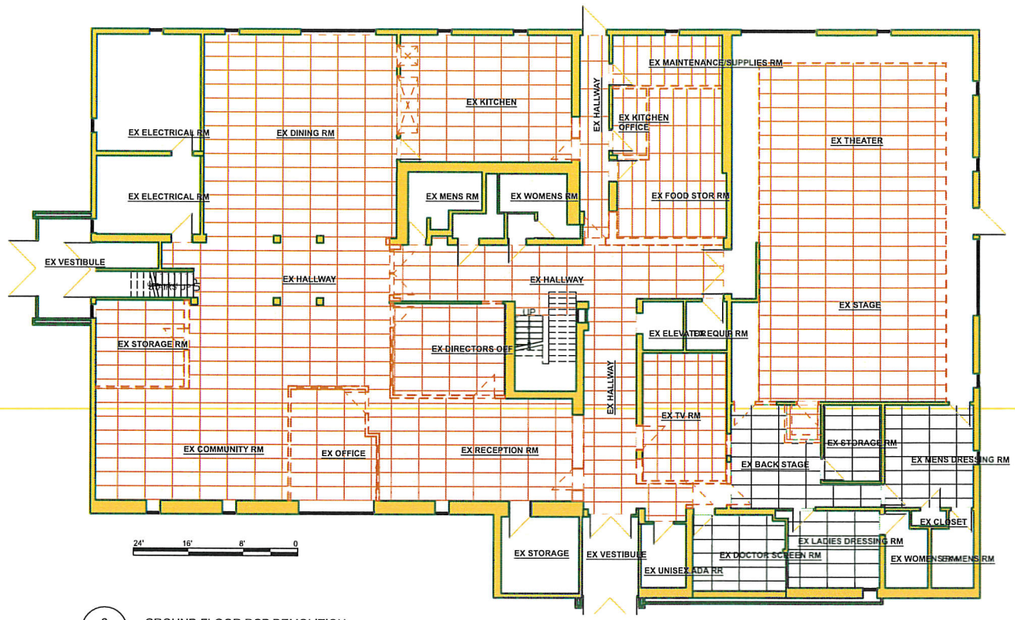
MARK	DATE	DESCRIPTION

PROJECT #:	18-144
DRAWN BY:	C. FAWCETT
PROJECT MANAGER:	C. FAWCETT
ISSUED:	10.15.20

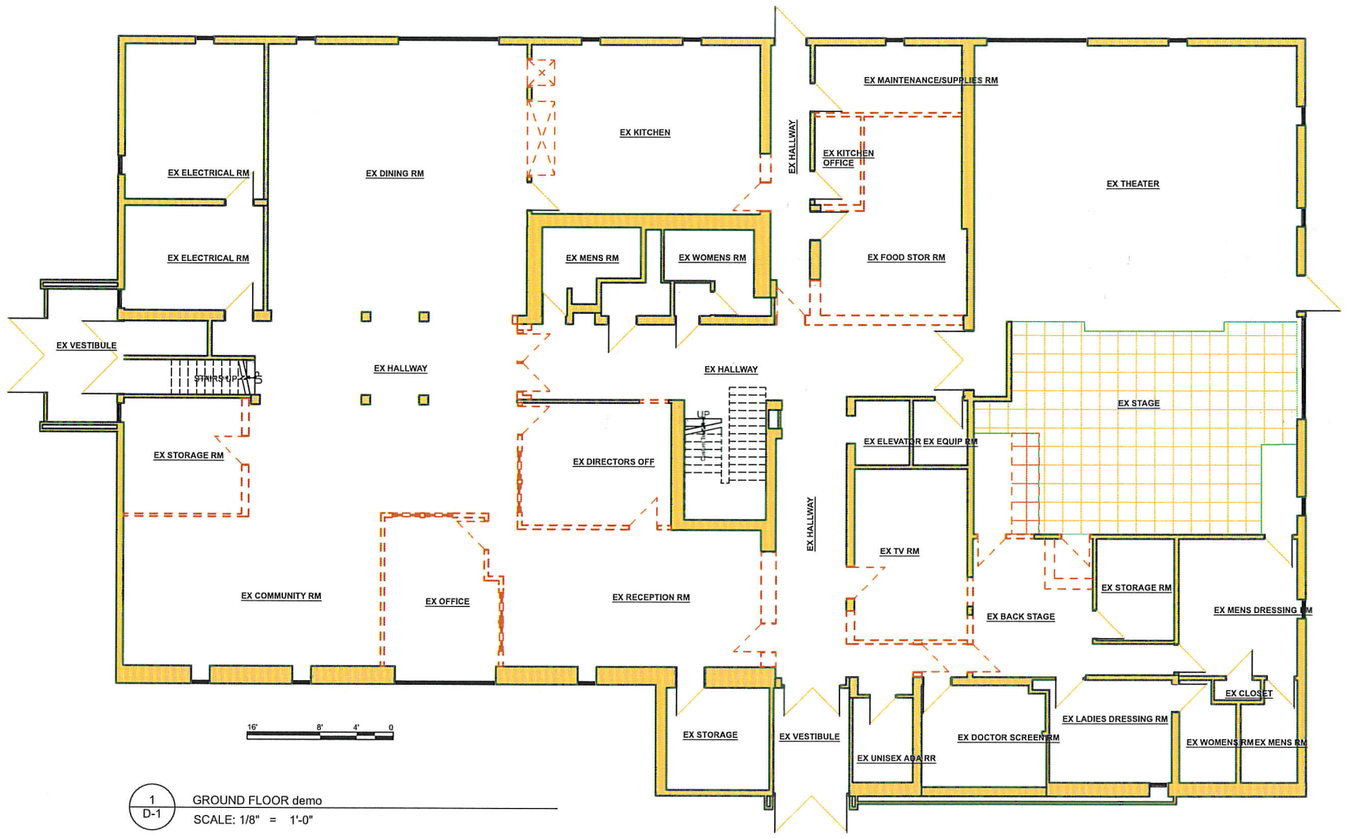
PROFESSIONAL ENGINEER
No. 4857300-2202
COLLIN DREW FAWCETT
10/15/20
STATE OF UTAH

SITE PLAN

C102

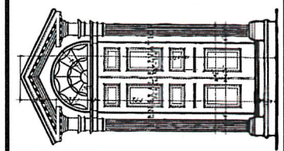


2 / D-1 GROUND FLOOR RCP DEMOLITION
SCALE: 3/32" = 1'-0"



1 / D-1 GROUND FLOOR demo
SCALE: 1/8" = 1'-0"

Nielson Architecture Planning, Inc.
Kelly Nielson, Architect
1333 South 2375 West
Syracuse, Utah 84075
801-564-7200



Professional Stamp

Not valid with out Original Signature

CLEARFIELD ARTS CENTER INTERIOR REMODEL

140 CENTER STREET
CLEARFIELD, UTAH

PROJECT NO:	2025
DATE:	10 November 2020
DRAWN BY:	KMN
CHK'D BY:	KMN

COPYRIGHT: Nielson Architecture/Planning, Inc

engineers REVIEW 2

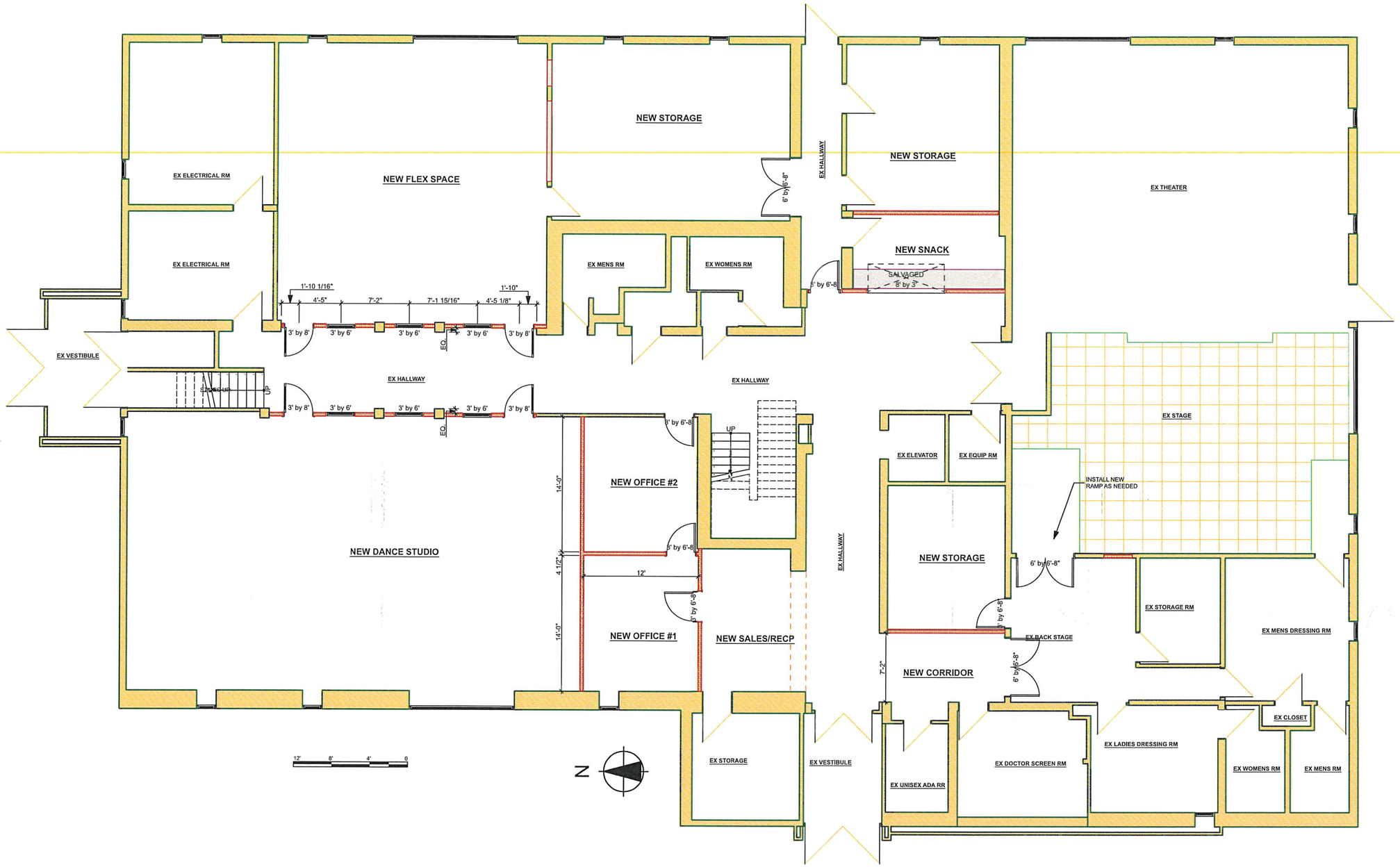
SHEET TITLE

MAIN FLOOR demolition

D-1

SHEET 2 OF 14

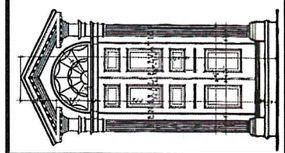
/Users/kellynielson/Desktop/KELS WORK/CURRENT PROJECTS/2025 Clfd Arts Cntr/Clearfield Arts 2020.pln



1 GROUND FLOOR REMODEL PLAN 3/16" = 1'-0"

/Users/kellynielson/Desktop/KELS WORK/CURRENT PROJECTS/2025 Clfd Arts Cntr/Clearfield Arts 2020.pln

Nielson Architecture Planning, Inc.
Kelly Nielson, Architect
1333 South 2375 West
Syracuse, Utah 84075
801-564-7200



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CLEARFIELD ARTS CENTER INTERIOR REMODEL

140 CENTER STREET
CLEARFIELD, UTAH

PROJECT NO:	2025
DATE:	10 November 2020
DRAWN BY:	KMN
CHK'D BY:	KMN

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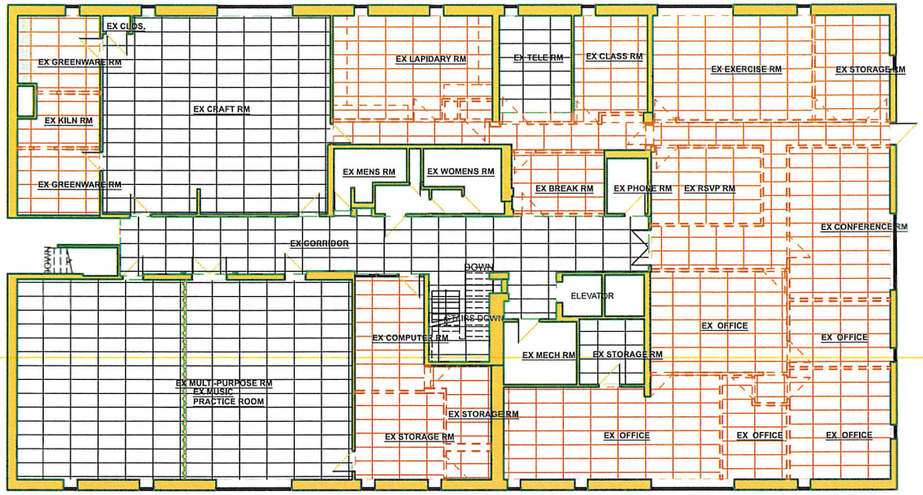
engineers REVIEW 2

SHEET TITLE

GROUND FLOOR REMODEL PLAN

A-101

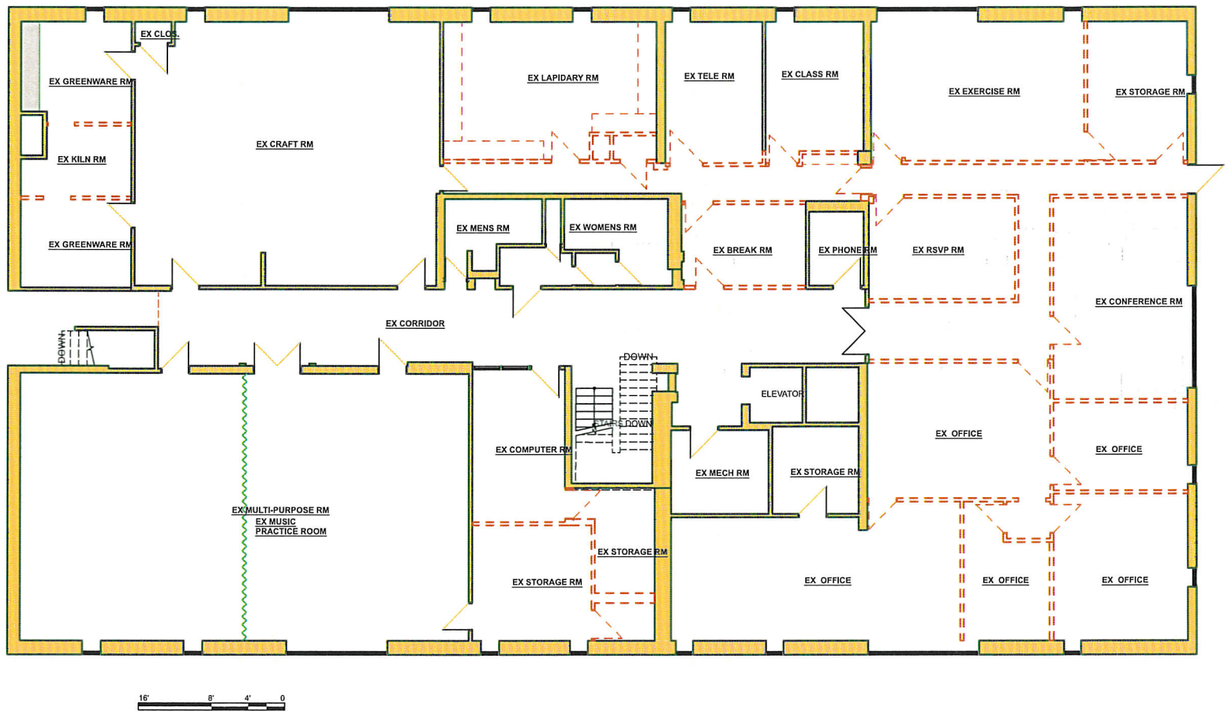
SHEET 4 OF 14



1
D-2

UPPER FLOOR RCP DEMOLITION

SCALE: 3/32" = 1'-0"

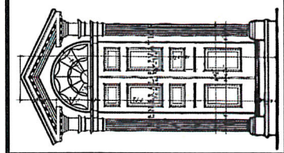


2

UPPER FLOOR DEMOLITION PLAN

1/8" = 1'-0"

Nielson Architecture Planning, Inc.
Kelly Nielson, Architect
1333 South 2375 West
Syracuse, Utah 84075
801-564-7200



Professional Stamp

Not valid with out Original Signature

CLEARFIELD ARTS CENTER INTERIOR REMODEL

140 CENTER STREET
CLEARFIELD, UTAH

PROJECT NO:	2025
DATE:	10 November 2020
DRAWN BY:	KMN
CHK'D BY:	KMN

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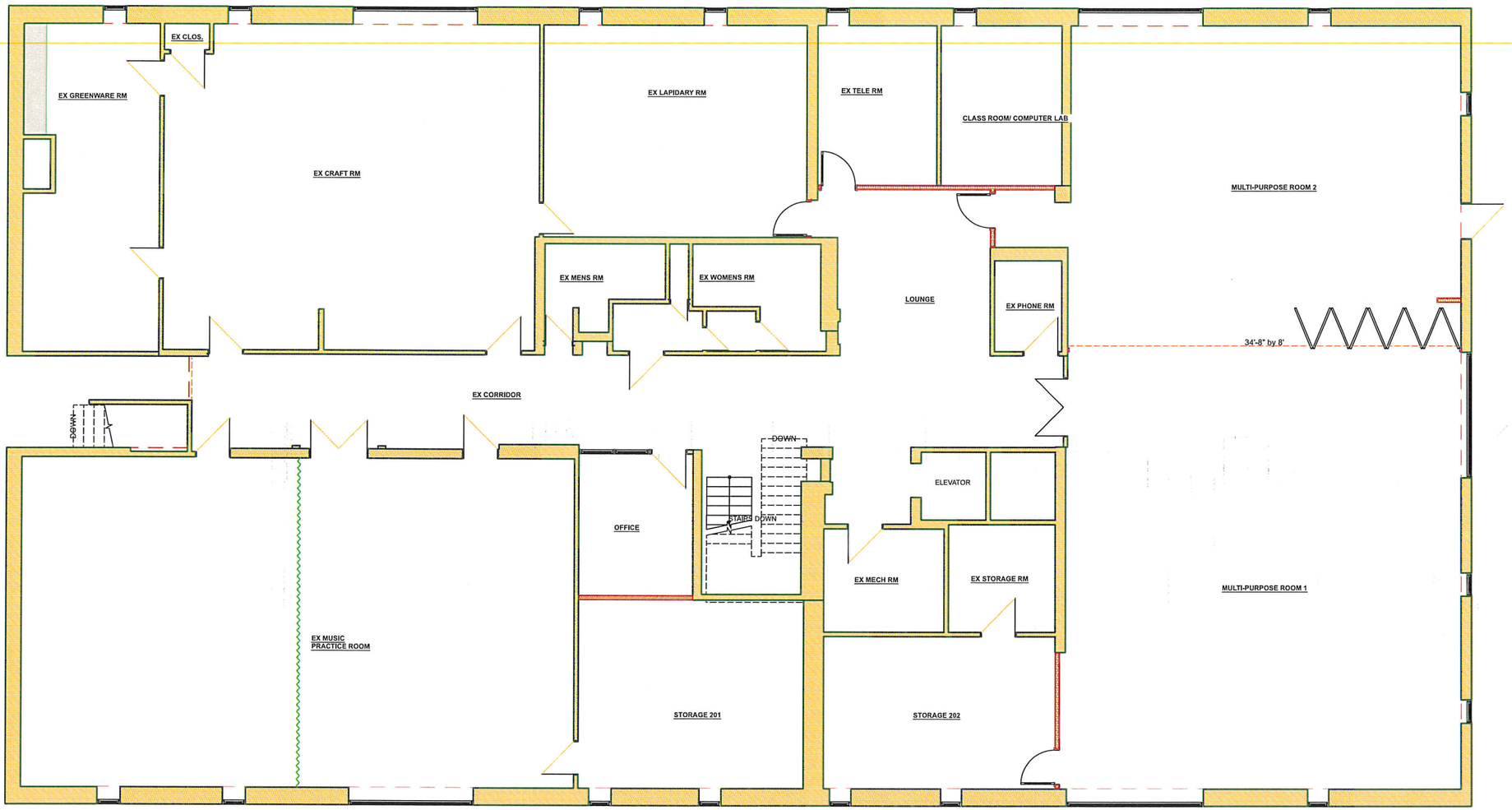
SHEET TITLE

UPPER FLOOR Demolition

D-2

SHEET 3 OF 14

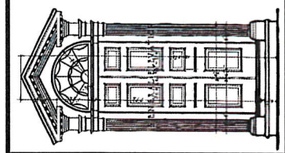
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1 / A-102 UPPER FLOOR remodel plan
SCALE: 3/16" = 1'-0"

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Nielson Architecture Planning, Inc.
Kelly Nielson, Architect
1333 South 2375 West
Syracuse, Utah 84075
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CLEARFIELD ARTS CENTER INTERIOR REMODEL

140 CENTER STREET
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engineers REVIEW 2

SHEET TITLE

UPPER FLOOR REMODEL PLAN

A-102

SHEET 5 OF 14

Clearfield City
we've got it made

STAFF REPORT

TO:	Mayor Shepherd and City Council Members
FROM:	Curtis Dickson, Community Services Deputy Director
MEETING DATE:	December 1, 2020
SUBJECT:	Parks and Open Space Central Irrigation Control System

RECOMMENDED ACTION

Review the bid proposals for the Irrigation Control Project in the FY2021 budget.

DESCRIPTION / BACKGROUND

In the FY2021 Community Services Capital Budget there is a line item to replace the Parks and Open Spaces irrigation central control system. The budgeted amount approved by Council for this project is $100,000. The irrigation central control system allows the Parks and Open Space Division to monitor and control the irrigation systems at each of the City's parks and other properties from one location, or remotely. Without this system, the parks and open space staff would have to go to each property individually to adjust irrigating city properties.

Staff solicited proposals to replace/upgrade the City's current central irrigation control system. There were seven proposal submitted with costs ranging from $52,050 to $193,424. Staff has reviewed the proposals and had demonstrations of the various systems and scored them. Based on the scoring, staff is proposing to contract with Mountain Water and Irrigation for $87,278 and use the 'WeatherTrak' central irrigation control system. There are also rebates available from the Davis Weber Water Conservancy because this system meets the EPA WaterSense criteria for conservation. Since the recommended proposal is below the budgeted amount, staff would like to use the remaining balance to add remote irrigation controls for other City owned green spaces that were not listed in the original proposal, but not exceed the approved budgeted amount of $100,000.

The WeatherTrak System is a cloud-based system that will allow staff to monitor and control the City's irrigation system virtually anywhere there is an internet connection. They will also receive alerts if there is an issue with the system, such as water running during an unscheduled time (i.e. water leak) or if water is not running when it is supposed to (i.e. a sprinkler valve not opening). The system also pulls weather data from local weather stations and can automatically turn off irrigation when it rains to reduce waste. Additionally, the system has mapping features to assist staff with location of irrigation zones, valves and boxes so maintenance and repairs can be done more efficiently without having to search the parks for the right irrigation line.

CORRESPONDING POLICY PRIORITY (IES)

The project is in line with the City's hedgehog philosophy of "Creating a Place Where People Want to Be." This system will assist staff with maintaining the City's green spaces for use by visitors, residents, and program participants. Additionally, it aligns with the City's Policies and Priorities of "Providing Quality Municipal Services, and Improving Clearfield's Image, Livability and Economy" for similar reasons

FISCAL IMPACT

The fiscal impact of these projects is mostly one-time capital. The total capital cost of the project is $87,278 dollars before rebates. The system will allow staff to better manage water resources in the park and the City should see a reduction in water usage overall in the park system.

ALTERNATIVES

1. Fully fund the projects as outlined
2. Not move forward with the project

SCHEDULE / TIME CONSTRAINTS

Staff plans to move forward with the contracts with Mountain Water and Irrigation with the Mayor's signature on necessary documents and start installation of the new system in January 2021. The hope is to have most if not all the system installed and operational before the 2021 growing season.

LIST OF ATTACHMENTS

N/A

Clearfield City
we've got it made

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: JJ Allen, City Manager

MEETING DATE: December 1, 2020

SUBJECT: Clearfield's Hedgehog Methodology

RECOMMENDED ACTION

Discussion only.

DESCRIPTION / BACKGROUND

In our January 2020 retreat, we determined that our hedgehog concept is creating places where people want to be. In our August mini-retreats, we discussed several things that feel integral to our hedgehog concept, and we talked about criteria that we could use to help us understand where to emphasize our investment of resources, and where to pull back.

From that discussion, we determined that it would be beneficial to have a small committee work to develop this methodology. Since then, the Hedgehog Methodology Committee (consisting of Councilmembers Phipps and Bush, Summer Palmer, Rich Knapp, Trevor Cahoon, and myself) has been meeting bi-weekly. It began with some brainstorming, and then evolved into a model that went through several iterations and trial runs before we felt comfortable moving it forward. The Committee concluded its work on November 9, and the Department Heads reviewed the model on November 16. It is now ready for review by the City Council.

The model consists of three pieces:

1. The background worksheet
2. The decision tree
3. The prioritization tool

Background Worksheet
The purpose of the background worksheet is for a subject matter expert to describe the item for the benefit of the evaluators. Perhaps all of the information may not be necessary in all cases, but the worksheet will likely prove beneficial for framing the question and providing everyone with the same information on which to base their ratings.

Decision Tree
The decision tree lays out the process and factors that come into play when making disposition decisions. It begins with the question, do we have a legal obligation (to provide this service or run this program, or whatever the case may be)? And from there it flows through other questions and factors toward a conclusion. The decision tree includes several yellow boxes (data / information inputs) that need to be accounted for when making a disposition decision. Some of these data boxes began as criteria in the prioritization tool, but because they were too "wonky," are now accounted for instead in the decision tree.

Prioritization Tool
This tool produces a "hedgehog score," and is in many ways the heart of the methodology. It is fairly self-explanatory and hopefully intuitive. The evaluator scores the item for each criteria according to the high-mid-low value descriptions. The total score at the bottom provides a guideline for how the item may compare to other things that we evaluate through the model. That said, the hedgehog score only represents one data input box in the decision tree.

To help the Council become more familiar with how this process works, please run two examples (see attached worksheets for plowing streets and Council approval of subdivisions) through the model on your own before the Council work session. Then, at the work session, we'll compare notes and have a good discussion about our experience working with the model.

CORRESPONDING POLICY PRIORITY (IES)

All three!

- Providing Quality Municipal Services
- Improving Clearfield's Image, Livability, and Economy
- Maintaining a Highly-Motivated and Well-Trained Workforce

FISCAL IMPACT

Many of the conclusions drawn by utilizing this process will certainly have a fiscal impact. It is through the implementation of this process that we will be empowered to make more objective, thorough, and strategic decisions.

ALTERNATIVES

To implement this process will require effort and time, and in some ways will force uncomfortable conversations and decisions. An easier (albeit inferior) alternative is probably to not bother with this, and keep doing things as we always have.

SCHEDULE / TIME CONSTRAINTS

With the Council's blessing, we plan to begin utilizing this process immediately. It will play a significant role in our annual budget process (in FY22 and for years to come), but will also be utilized throughout the year to make decisions, continuously improve, and create places where people want to be.

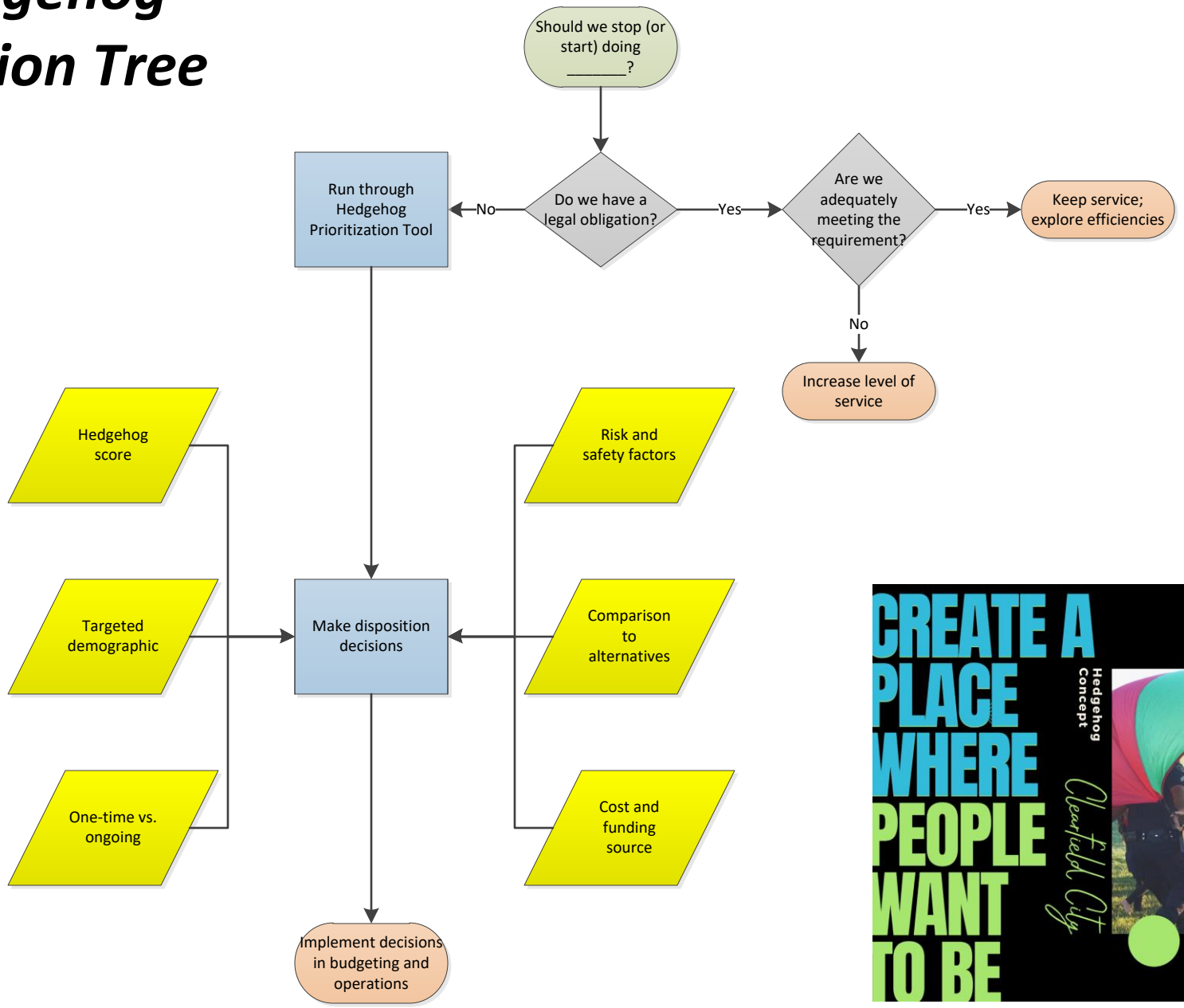
LIST OF ATTACHMENTS

- Background Worksheets
    - Plowing city streets
    - Council approval of subdivisions
- Hedgehog Decision Tree
- Hedgehog Prioritization Tool

Hedgehog Evaluation Background Worksheet	
Item to be Rated:	Plowing city streets
Background / Description:	Over time, the City has invested significant resources (in terms of equipment, supplies, and personnel) into providing this service. It is viewed by many to be an essential service, though some disagree and feel that not plowing the streets at all is a viable option to consider (just letting vehicles pack down the snow). In addition, the way the service is provided is a never-ending subject of criticism (plow speeds, pushing snow into driveways, the priority of which streets are plowed first or last, etc.).
Objective(s):	To keep the streets clear of snow for safe travel.
Cost	
One-time / Up-front:	Occasional capital acquisitions (trucks / plows) can cost $100k+
Annual:	Road salt - $44k; Plow blades - $20k; fleet maintenance and other personnel/overtime costs are difficult to extract from the budget
Funding Source	
One-time / Up-front:	General Fund and Class C gas tax funds
Annual:	General Fund and Class C gas tax funds
Return	
Describe the return on investment (type, quantity, timeframe, etc.):	Safe streets--perhaps measured by fewer accidents and claims
Other Considerations	
Are the beneficiaries a demographic explicitly emphasized by City policy?	N/A
Description of risk or safety factors:	If we are not plowing, then we will not be damaging property (vehicles, mailboxes, etc.) with plows. However, police and fire may have trouble responding to emergencies. Moreover, vehicles (both city-owned and private) may be more likely to have accidents due to street conditions.
What alternatives are available?	Plow the streets (whether in-house or contracted)

Hedgehog Evaluation Background Worksheet	
Item to be Rated:	Subdivision approval by City Council
Background / Description:	State law does not require subdivisions to be approved by the City Council, but it is still required by Clearfield City Code. State law considers subdivisions to be an administrative matter, and as long as the requirements are met, there is little (if any) discretion to be exercised. Amending the City's ordinance to remove this layer of approval would streamline the process.
Objective(s):	Process subdivision applications in both a thorough and expeditious manner
Cost	
One-time / Up-front:	With a simplified process, it is possible that we may be able to reduce the application fee (currently $400 + $25/lot for final plat)
Annual:	N/A
Funding Source	
One-time / Up-front:	Application fee
Annual:	N/A
Return	
Describe the return on investment (type, quantity, timeframe, etc.):	Streamlined subdivision process (days from application to approval)
Other Considerations	
Are the beneficiaries a demographic explicitly emphasized by City policy?	N/A
Description of risk or safety factors:	When handling something at a legislative level that is supposed to be an administrative process, there is the possibility for the imposition of conditions that could open the door to legal challenge.
What alternatives are available?	- Approve at Planning Commission level - Approve at staff level In both cases, keep Council informed of applications and approvals

Hedgehog Decision Tree



Clearfield Hedgehog Prioritization Tool

Creating Places Where People Want to Be

Criteria	High Value (3)	Mid Value (2)	Low Value (1)
1. Who benefits (how many)	The general public—all who live, work or play in Clearfield—benefit from this. For internal—all employees.	Many do benefit, while many do not.	Very few individuals or households (or employees, for internal) benefit.
2. Effectiveness	Objectives are defined and outcomes measured; this accomplishes the intended purpose.	Objectives are defined and outcomes measured only loosely, if at all. Even so, anecdotal / circumstantial evidence suggests at least moderate effectiveness.	No clear objectives or measured outcomes, and/or anecdotal / circumstantial evidence suggests ineffectiveness.
3. Tradition, rituals, and sacred cows	This is widely regarded as part of the fabric and identity of the community (or organization, for internal).	A segment of the community (or organization, for internal) is closely connected with this (sentimental attachment), but not a majority.	Few, if any, would consider this essential to Clearfield's identity (community or organization).
4. Cost vs benefit (return on investment)	Can quantify a high ROI; low cost to relatively high benefit.	Difficult to quantify, but subjectively a respectable ROI.	A low benefit for the cost; poor ROI.
5. Exposure mitigation or avoidance	This activity is fiscally prudent and minimizes or mitigates exposure, in terms of indirect cost or other risk.	Some consideration for avoiding or mitigating exposure; or the activity doesn't involve exposure.	This activity is not fiscally prudent and/or exposes the City to significant indirect cost or other risk.
6. Sustainability	• Sustainable financially; or • MUST be sustained (essential); or • Long-term impact is defined and there is commitment to prioritize over other items	Questionable whether it can or should be sustained over time.	Unlikely to be sustainable; or low willingness to sustain over time (not essential).
7. Need vs want	This helps to meet a compelling need of the community or organization.	While not a compelling need, this is desirable on a broad basis and a worthy use of discretionary resources.	Clearly not a need, and desirable only on a limited basis.
8. Absence test	If discontinued, there would be no reasonable substitute, nor could it be provided by another party.	A reasonable substitute is available, or others may be able to provide this, but with some disadvantage to the beneficiary.	This can easily be provided by others, or a logical substitute is available, with little disadvantage to the beneficiary.
Total =_____	**18-24 = High Value (emphasize investment)**	**13-17 = Mid Value (likely to keep)**	**<13 = Low Value (carefully scrutinize)**
Program Evaluator:	Program Evaluated:		Date:

*Actual vs. Potential – Except for new proposals, grade items based on actual data, not potential. For example, if a program actually benefits few, but has the potential to benefit many, it should be scored with a 1, not a 2. Consistently considering actual performance will allow for more accurate evaluation.

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: JJ Allen, City Manager

MEETING DATE: December 1, 2020

SUBJECT: 2021 Legislative Priorities

RECOMMENDED ACTION

Discussion only.

DESCRIPTION / BACKGROUND

To prepare for outreach to our legislators in advance of the 2021 legislative session, we'd like to have a discussion with the Council about any pressing needs or concerns you feel we have on the State level. It may be helpful for this discussion to review the legislative priorities for the Utah League of Cities and Towns (see attached).

Last year, after meeting over lunch and discussing our efforts and challenges in Clearfield, we provided our legislators with a small "deck" of baseball-style cards as a more memorable reminder of our priorities. This year, thanks to the pandemic, a get-together like that is unlikely. But we do intend still to prepare a handout of some sort that can be a quick reference for them.

So, what issues or priorities would you like us to emphasize as we approach the 2021 legislative session? Please come prepared to share your thoughts.

CORRESPONDING POLICY PRIORITY (IES)

Potentially all three!

- Providing Quality Municipal Services
- Improving Clearfield's Image, Livability and Economy
- Maintaining a Highly-Motivated and Well-Trained Workforce

FISCAL IMPACT

N/A

ALTERNATIVES

N/A

SCHEDULE / TIME CONSTRAINTS

We intend to have the deliverable ready for distribution before the Christmas break.

ATTACHMENTS

- ULCT policy tiers

#CITIESWORK

Policy Tiers

*external litigation or task force
Green: update to tier

Tier 1	Tier 2	Tier 3	
Water conservation	Land Use Task Force: -PID -Annexation/incorporation -Gravel pits **-Low impact design** **-Development agreements** **-Canal easements** **-Water provider review of plat** **-Building permits/vesting** **-Impact fees** **-Boundary line adjustment** **-Land use training**	Sales tax study	Rainy day funds
~~CARES funding~~		* Ripper clause amicus	Gun preemption
			State homeless coordinator/plan
Trust in public safety **-Officer discipline process** **-Training** **-Data collection**	Metro Townships	~~Demolition waste~~	Law enforcement retirement & retention
	EMS	~~Plastic bags~~ **Fireworks**	Opioids
Housing: **-Building fees** **-Impact fees** **-ADU** **-Permitting & inspection authority** **-HRZ, other affordable housing tools**	Transportation utility fee	Public safety privacy	Prosecution issues
	CARES funding, 4th stimulus	**Legal notice/ print news**	**Emergency authority, emergency quorums**
	*Justice Courts	CRA/RDA	Marijuana, tobacco

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: JJ Allen, City Manager

MEETING DATE: December 1, 2020

SUBJECT: 2021 Kickoff Retreat discussion

RECOMMENDED ACTION

Discussion only.

DESCRIPTION / BACKGROUND

The purpose of this discussion is simply to gauge the Council's interest and comfort level in holding the annual kickoff retreat in January. It is unlikely that the status of the pandemic will be significantly better in January than it is at this point. That said, current health regulations wouldn't necessarily preclude holding the retreat, so long as we can assure physical distancing, mask wearing, etc.

CORRESPONDING POLICY PRIORITY (IES)

- Providing Quality Municipal Services
- Improving Clearfield's Image, Livability and Economy
- Maintaining a Highly-Motivated and Well-Trained Workforce

FISCAL IMPACT

Funds are included in the budget for the annual retreat.

ALTERNATIVES

To not hold the retreat is an alternative, but there are disadvantages to doing so. For the mid-year retreat, we are optimistic that things will be closer to normal, and we should be able to retreat in-person without as much concern.

SCHEDULE / TIME CONSTRAINTS

If the decision is to hold an in-person retreat, we should identify the date as soon as possible so that we can begin working on securing a location and sorting out the logistics of the day.

ATTACHMENTS

None