



CLINTON CITY COUNCIL AGENDA

2267 N 1500 W Clinton, UT 84015

AGENDA

January 8, 2019

Mayor

L. Mitch Adams

City Council

TJ Mitchell

Barbara Patterson

Mike Petersen

Karen Peterson

Anna Stanton

I. REGULAR SESSION – 7:00 P.M.

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

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 or call 801-614-0700. (According to Utah State Code 52-4-202, the City Council cannot take action on items not advertised on the agenda prior to the meeting.)

III. BUSINESS

- A. Employee of the Month for December 2018 – Officer Cody Butcher
- B. Dept Head of the 4th Quarter of 2018 - Mike Child
- C. Employee Service Awards for the Fourth Quarter of 2018
- D. Recognition of New CERT Graduates
- E. **7:00 P.M. Public Hearing - Resolution 01-19**, Amendments to FY 18-19 Budget
- F. **To Be Tabled – Public Hearing** - Review and action on a request by Chase Freebairn, representing Ivory Development, for Final Plat Approval of Cranefield Estates Subdivision Phase 11, a residential subdivision located at approximately 3370 W 2350 N.

IV. OTHER BUSINESS

- a. Approval of Minutes – December 11, 2018 City Council Meeting
- 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

SUBJECT: Employee of the Month for December 2018 – Officer Cody Butcher	AGENDA ITEM: A
PETITIONER: Dennis Cluff, Chief Bill Chilson	MEETING DATE: January 8, 2019
RECOMMENDATION: That the Council recognize Officer Cody Butcher as Employee of the Month for December 2018.	ROLL CALL VOTE: NO

FISCAL IMPACT:

BACKGROUND:

Officer Cody Butcher is doing an outstanding job for this Department. Through consistent focus on progress and proclivity, he is developing in his current assignment as Detective. His thorough work in investigations has resulted in neutral fact finding, resolution for victims, and successfully prosecuted cases.

Cody is an instructor for: Emergency Vehicle Operations, Taser, and Firearms. He is a Field Training Officer, has maintained his Advanced EMT certification and is an instructor for Weber State University Police Academy. He also contributes to the success of our agency in the Davis County Citizens Police Academy by running the active shooter scenario. Over the last several years our Department has navigated a lot of transition and turnover. Cody had proven especially valuable through the recruitment, training and development of our new officers and helping to facilitate the continued progress for our PD.

Cody's exemplary efforts have represented our Police Department and City well to our citizens and outside agencies. His efforts demonstrate true commitment and dedication that make a difference in our community.

CLINTON CITY COUNCIL AGENDA ITEM

SUBJECT: Dept Head of the 4 th Quarter of 2018 - Mike Child	AGENDA ITEM: B
PETITIONER: Dennis Cluff	MEETING DATE: January 8, 2019
RECOMMENDATION: That Council recognize Mike Child as the Dept Head of the 4 th Quarter of 2018	ROLL CALL VOTE: NO
FISCAL IMPACT:	
<p>BACKGROUND: Mike has been employed by the City for almost 37 years. He is the City's Public Works Director and oversees nine different divisions of work. Mike gets the calls to solve a wide variety of physical issues that occur within the City. His experience and knowledge of the City is extremely valuable. In conjunction with the City Engineer, Mike is continually looking for ways to improve the City's utility functions and facilities. For a couple of years now, he has been overseeing the upgrade projects for both the City street and water systems. This is in addition to the normal maintenance and operations of the essential utility functions of the City. He and his crew do a great job.</p> <p>Mike is a great person with whom to work. He has an easy going manner which also helps him in dealing with the public. Mike also sits on area wide advisory groups, representing the City's interests. He is a real asset to the City with tremendous corporate knowledge of the City's infrastructure. I appreciate his work ethic and positive attitude. We recognize Mike Child as Dept Head of the 4th Quarter of 2018.</p>	
ATTACHMENTS:	

CLINTON CITY COUNCIL AGENDA ITEM

SUBJECT: Employee Service Awards-Fourth Quarter of 2018	AGENDA ITEM: C												
PETITIONER: Dennis Cluff	MEETING DATE: January 8, 2019												
RECOMMENDATION: That Council recognize six of our City employees for their dedicated service to the City.	ROLL CALL VOTE: NO												
FISCAL IMPACT:													
<p>BACKGROUND: For this past Quarter there are six employees eligible for Service Awards. They are:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-right: 20px;">Pat Vega</td> <td>40 years - Fire</td> </tr> <tr> <td>Cody Butcher</td> <td>10 years - Police</td> </tr> <tr> <td>Nick Jarvis</td> <td>10 years - Fire</td> </tr> <tr> <td>Tyler Leavitt</td> <td>10 years - Fire</td> </tr> <tr> <td>Thomas Murdock</td> <td>10 years - Fire</td> </tr> <tr> <td>Mike Fisher</td> <td>5 years – Comm Dev</td> </tr> </table> <p>We appreciate the time, effort and great attitudes these employees have exhibited.</p>		Pat Vega	40 years - Fire	Cody Butcher	10 years - Police	Nick Jarvis	10 years - Fire	Tyler Leavitt	10 years - Fire	Thomas Murdock	10 years - Fire	Mike Fisher	5 years – Comm Dev
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Thomas Murdock	10 years - Fire												
Mike Fisher	5 years – Comm Dev												
ATTACHMENTS:													

CLINTON CITY COUNCIL AGENDA ITEM

SUBJECT: Recognition of New CERT Graduates	AGENDA ITEM: D
PETITIONER: Mayor Adams	MEETING DATE: January 8, 2019
RECOMMENDATION: That Council recognize and accept the newest CERT graduates as City volunteers.	ROLL CALL VOTE: NO
FISCAL IMPACT:	
BACKGROUND: The new CERT members are Erin Ropelato and Chris Wendt	
ATTACHMENTS:	

CLINTON CITY COUNCIL AGENDA ITEM

SUBJECT: 7:00 P.M.- <u>Public Hearing</u> - Resolution #01-19, Amendments to FY 18-19 Budget	AGENDA ITEM: E
PETITIONER: Dennis Cluff	MEETING DATE: January 8, 2019
RECOMMENDATION: The Council adopt Resolution #01-19, Amendments to FY 18-19 Budget	ROLL CALL VOTE: YES
FISCAL IMPACT:	
<p>BACKGROUND</p> <p>This budget amendment mostly deals with transferring unbudgeted fund balances identified through the audit to various existing funds and accounts.</p> <p><u>General Fund:</u></p> <ol style="list-style-type: none"> 1) Budget augmentation in the City Buildings account for a variety of needed repairs and upgrades; 2) Transfer of PARCS donations to various Dept budgets; 3) Transfers of unbudgeted funds to the Parks Construction (fund#34) and Street Construction (fund #37) funds. <p><u>Water Fund:</u></p> <ol style="list-style-type: none"> 1) Unbudgeted Water Impact Fees transferred to the New Well/Reservoir Fund (Fund #49); 2) Unbudgeted Water Funds added to budget due to repairs on the old well site. <p><u>Storm Drain Fund:</u></p> <p>Unbudgeted Storm Drain Impact Fees added to Fund for future improvements.</p> <p><u>2300 N Water Main Project (Fund 47):</u></p> <p>Carryover funds from last fiscal year and corrections to the expected carryovers are provided.</p>	
ATTACHMENTS: Resolution 01-19; Attachment "A" spread sheet	

COUNCIL BUDGET AMENDMENTS-Jan 8, 2019

<u>Item</u>	<u>Dept</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance</u>	<u>Comments</u>
=		=	=	=	=	=
GENERAL FUND REVENUES						
10-3820	Revenue	Park Impact carryover	280681		280681	Carryover-audit
10-3832	Revenue	PARCS Donations	13275		13275	Donations
10-3870	Revenue	Gen Fund Surplus	21460		21460	Transfer to cover costs
		GF Revenue TOTAL	315416			
GENERAL FUND EXPENSES						
Oct-43	Prof& Tech	Surviving Spouse Insurance	3000		6000	2-year payment
10-5111	City Bldgs	Salary	5500		5500	Police bldg custodian
10-5113	City Bldgs	Benefits	560		560	Police bldg custodian
10-5125	City Bldgs	Equip Maint & Supply	5200		53205	HVAC,tinting, phone licenses, window work
10-5132	City Bldgs	Telephone	3500		49750	phone type change for Fire-better area coverage
10-5445	Police	Special Public Safety	8875		39825	K-9 purchase, care & maint-donation funds
10-6965	RecPrograms	Special Events/Programs	485		28185	Donation funds
10-7166	Heritage Days	Misc Activities	3915		21415	Donation funds
10-5174	City Bldgs	Equipment	3700		3700	New Firewall for computer system
10-8020	Transfers	Park construction #34-3671	280681		507081	unbudgeted Park Impact Fee carryover
		GF Expense TOTAL	315416			
WATER FUND-REVENUE						
51-3621	Water	Impact fee unbudgeted balance	160989		206489	Unbudgeted Impact Fee balance-audit
51-3720	Water	Unbudgeted fund balance	88500		88500	Well repair costs
		TOTAL	249489			
WATER FUND-EXPENSE						
51-4025	Water	Equip Maint/Supply	75500		169800	Well repairs
51-4076	Water	Engineering	13000		16200	Well repairs
51-4084	Water	Transfer-#49-3372 New Well	160989		210989	Impact fees transfer for new well -reservoir

		TOTAL	249489			
<u>STORM DRAIN FUND-REVENUE</u>						
53-3720	Storm	Impact fee carryover	874954		874954	Storm Impact Fee available-audit
		TOTAL	874954			
<u>STORM DRAIN FUND-EXPENSE</u>						
53-4072	Storm	Impact fee improvements	874954		874954	Storm Impact Fee available-audit
		TOTAL	874954			
<u>#25 PARCS - 501(C)(3)- REVENUE</u>						
25-3312	PARCS	Donation-Recreation	485		485	Donation
24-3313	PARCS	Donation - Heritage Days	3915		3915	Donation
24-3316	PARCS	Donation - Police	8875		8875	Donation
		TOTAL	13275			
<u>#25 PARCS - 501(C)(3)- EXPENSE</u>						
25-8012	PARCS	Gen Fund-Recreation	485		485	Donation
24-8013	PARCS	Gen Fund - Heritage Days	3915		3915	Donation
24-8016	PARCS	Gen Fund - Police	8875		8875	Donation
		TOTAL	13275			
<u>#34-PARK CONSTRUCTION PROJECTS-REVENUE</u>						
34-3720	Park Constr	Anticipated fund carryover		199091	535739	Reduction in #34 fund carryover-begin balance
34-3671	Park Constr	Trans from GF	280681		507081	Additional unbugeted carryover funds
		TOTAL	280681	199091		
<u>#34-PARK CONSTRUCTION PROJECTS-EXPENSES</u>						
34-4073	Park Const	Improvements		199091	765779	Reduction in #34 construction-beginning balance
34-4073	Park Const	Improvements	280681		1046450	Additional unbugeted carryover funds
		TOTAL	280681	199091		

#37-SPECIAL STREET/ROADWAY PROJECTS-REVENUE						
37-3720	Str Projects	Fund Balance carryover	451921		609521	unbudgeted fund balance-audit
		TOTAL	451921			
#37-SPECIAL STREET/ROADWAY PROJECTS-EXPENSES						
37-4073	Str Projects	Improvements	451921		1327036	unbudgeted Prop 1/fund balance-audit
		TOTAL	451921			
#47-2300 N WATER MAIN PROJECT						
47-3621	2300 N	Water Impact fee carryover		148834	1166	Reduction in anticipated impact fee carryover
47-3720	2300 N	Fund balance carryover	130846		962546	Additional unbudgeted fund balance-audit
			130846	148834		
#47-2300 N WATER MAIN PROJECT						
47-4072	2300 N	Improvements-Impact Fees		148834	1166	Reduction in anticipated impact fee carryover
47-4073	2300 N	Improvements	130846		1053381	Additional unbudgeted fund balance-audit
		TOTAL	130846	148834		
#49-NEW WATER WELL/RESERVOIR PROJECT						
49-3372	New Well	Transfer from Water Impact fees	160989		206489	Additional unbudgeted Water Impact Fees
			160989			
#49-NEW WATER WELL/RESERVOIR PROJECT						
49-4072	New Well	Improvements-Impact Fees	160989		338185	Additional unbudgeted Water Impact Fees
		TOTAL	160989			

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RESOLUTION No. 01-19

A RESOLUTION AMENDING THE CITY BUDGET FOR ALL CITY FUNDS FOR FISCAL YEAR 2018-2019

WHEREAS, Clinton City has established the following funds: General Fund, Motor Pool Fund, Capital Projects Funds, Water Fund, Sewer Funds, Solid Waste Fund, and Cemetery Perpetual Care Fund; and,

WHEREAS, Section 10-6-128 of the Utah Code allows amendments to the budget for each of the above-listed funds; and,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLINTON, DAVIS COUNTY, UTAH, THAT THE BUDGET IS HEREBY AMENDED AS SHOWN ON ATTACHMENT “A”, ATTACHED HERETO, FOR THE FISCAL YEAR 2018-2019, BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019.

Passed, adopted and ordered posted and recorded by the City Council of Clinton City, Utah, this the 8th day of January, 2019.

L. Mitch Adams, Mayor

Attest:

Dennis W. Cluff, City Manager/Recorder

January 9, 2019
Date Posted

CLINTON CITY COUNCIL AGENDA ITEM

SUBJECT: PUBLIC HEARING: Review and action on a request by Chase Freebairn, representing Ivory Development, for Final Plat Approval of Cranefield Estates Subdivision Phase 11, a residential subdivision located at approximately 3370 West 2350 North.	AGENDA ITEM: F
PETITIONER: Valerie Claussen, Community Development	MEETING DATE: January 8, 2019
RECOMMENDATION: Open the public hearing and continue the item to the February 26, 2019 City Council meeting.	ROLL CALL VOTE: NO
FISCAL IMPACT: N/A	
BACKGROUND: This request and public hearing was advertised for the January 8, 2019 City Council meeting; however, more time is needed for the applicant to address items identified in the technical review and the item has not yet been heard by the Planning Commission. Staff recommends opening the public hearing and continuing the item to the February 26, 2019 City Council meeting.	
ATTACHMENTS: None	



**CLINTON CITY COUNCIL MINUTES
7:00 PM CLINTON 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

Date of Meeting: December 12, 2018	Call to Order: 7:02 p.m.
Staff Present	City Manager Dennis Cluff, Community Development Director Valerie Claussen, and Lisa Titensor recorded the minutes.
Public Present	Bruce Logan, Wendy Jenkins, Dereck Bauer, Jolene Cressall, Rob Elggren, J Irvin, Brittney Christensen, Shane Jenkins, Susan Cox, Brady Cox, Kelly Bishop, Scott Jenkins
Roll Call & Attendance	Present were: Mayor L. Mitch Adams, Councilmember Stanton, Councilmember K. Peterson, Councilmember Patterson and Councilmember M. Petersen. Excused was: Councilmember TJ Mitchell
Pledge of Allegiance	Councilmember Stanton
Prayer or Thought	Councilmember K. Peterson
Public Input	<p>Christie Vail a local real estate agent commented she is concerned about a home that a client of hers is trying to purchase in Clinton. It is located on the only private road in the City. Apparently at some point, there was supposed to be an HOA established for ownership and maintenance of the road. It appears the HOA was not set up. She explained there are four properties on the private road and all but one are present. Two home owners purchased their homes and were unaware that this is a private road. She asked the City to consider taking ownership and maintenance of the road. The property owners are concerned for their property values. Ms. Vail asked who is responsible for seeing that the HOA is established.</p> <p>Community Development Director Valerie Claussen responded ultimately, it is the developer's responsibility to record the HOA.</p> <p>Kelly Bishop stated he grew up in Clinton; he would like the opportunity to move back into Clinton and purchase a home on this private road. However, he is concerned about purchasing a home in an HOA and the potential costs that could arise as a result of utilities and maintenance.</p> <p>Mayor Adams replied that private roads have been removed from the ordinance. There are certain standards and width requirements for City roads. There are a few other private roads located in the City. The City Council cannot make a decision on this issue during this meeting because it is not advertised on the agenda.</p> <p>Councilmember K. Peterson questioned what the process would be for the residents to pursue this issue.</p> <p>The Council agreed Community Development should research the development and it should go back to the Planning Commission for review.</p> <p>Mr. Cluff stated that the road will need to meet City standards before it could be taken over by the City. Unfortunately, the developer didn't develop the road to meet these standards. There are a lot of issues that need to be considered. The cost to bring the road to standards would be significant; the utilities would need to be re-located from under private property and the plat would need to be changed.</p> <p>Kelly Bishop stated he hopes this issue can be resolved for the home owners in this</p>

	development. All citizens including these four homes are paying taxes to receive services. The private road is a complicated issue.
A. EMPLOYEE OF THE MONTH FOR NOVEMBER 2018 – JOHN REESE	
Petitioner	Dennis Cluff, Public Works Director Mike Child
Discussion	<p>Mr. Child explained that John Reese has been employed with Clinton since Oct 12, 2010. He was initially hired as a temporary mechanic helper and then as a fulltime employee. He has shown a strong work ethic, a good attitude and a desire to learn and improve. John is very experienced and dependable; he is always willing to do whatever task is needed. He is a State certified safety inspector and he owns his own set of mechanic tools. John is appreciated for his ability to get along well with other employees. He has expressed many times how grateful he is for his job and what it has done for him. Public Works is grateful to John for what he does for the department and other departments have the same favorable opinion of him and his work. We look forward to many more years of his dedicated work here at the City.</p> <p>Mr. Child accepted an award and gift card on behalf of John because he was not able to attend.</p> <p>Mayor Adams stated he appreciates the great work John does for the City.</p>
B. APPOINTMENTS TO THE PLANNING COMMISSION	
Petitioner	Mayor Adams
Discussion	Mayor Adams explained the current terms of Planning Commissioners Jolene Cressall and Andy Hale are ending. Due to time conflicts, Andy Hale has asked not to be re-appointed. He wishes to re-appoint Jolene Cressall and appoint Mark Gregersen to 3yr-terms on the Planning Commission from January 2019 through December 2021.
CONCLUSION	Councilmember Stanton moved ratify Mayor Adams appointments of Jolene Cressall and Mark Gregersen to the Planning Commission for a 3-year term each beginning January 2019 thru December 2021. Councilmember M. Petersen seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember M. Petersen, aye.
C. APPOINTMENTS TO THE BOARD OF ZONING ADJUSTMENT	
Petitioner	Mayor Adams
Discussion	Mayor Adams stated he would like to appoint Andy Hale to a five year term on the Board of Zoning Adjustment. He would also like to reappoint Jim Cox to a 5 year term beginning January <u>2018</u> and Blair Bateman, to another 5 year term beginning January 2019.
CONCLUSION	Councilmember K. Peterson moved to ratify Mayor Adams new appointment of Andy Hale and the re-appointment of Jim Cox and Blair Bateman to the Board of Zoning Adjustment. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember M. Petersen, aye.
D. RECOGNITION OF FORMER YOUTH COUNCIL ADVISOR WENDY JENKINS	
Petitioner	Mayor Adams, Councilmember Stanton
Discussion	<p>Mayor Adams identified Wendy Jenkins has served as a Youth Council Advisor for the past several years. Clinton would like to thank her for her time and dedication to the youth and community.</p> <p>Councilmember Stanton commented that she appreciates the guidance and example Wendy provided the Youth Council during her service.</p> <p>Ms. Jenkins said she will miss serving the youth in the community.</p> <p>Mayor Adams presented Wendy with a gift card and certificate in recognition and gratitude of her service.</p>
Approval of Minutes	Councilmember Patterson moved to approve the minutes of the November 13, 2018 City Council meeting. Councilmember Stanton seconded the motion. Councilmember's Stanton, Patterson, Mitchell, K. Peterson and M. Petersen voted in favor.

Accounts Payable	Councilmember Stanton moved to pay the bills. Councilmember M. Petersen seconded the motion. Councilmember’s Patterson, K. Peterson, Stanton and M. Petersen voted in favor of the motion.
Planning Commission Report	Ms. Claussen reported on the December 4, 2018 Planning Commission meeting as recorded in the minutes. The next meeting will be held on January 15, 2019.
City Manager	<ul style="list-style-type: none"> • Mr. Cluff gave a summary of expenses of the City. • He reported the employee Christmas lunch on Monday, December 24 at 12 noon. • The City offices will be closed Tuesday, December 25 and Tuesday January 1 for Christmas and New Years.
Mayor Adams	<ul style="list-style-type: none"> • Nothing at this time.
Councilmember Patterson	<ul style="list-style-type: none"> • Wished everyone a Merry Christmas.
Councilmember K. Peterson	<ul style="list-style-type: none"> • The Christmas Sing A Long had a good turn out. Unfortunately the tree did not light. The choir was able to perform at four events. • The Story Telling Festival will be in January.
Councilmember M. Petersen	<ul style="list-style-type: none"> • Questioned when the Roper Building will be installed at the Cemetery.
Councilmember Stanton	<ul style="list-style-type: none"> • Nothing at this time.
Councilmember Mitchell	<ul style="list-style-type: none"> • Was excused.
Mike Child	<ul style="list-style-type: none"> • Budget amendments - \$10,000 to \$15,000 is needed to improve the tracking and reporting of water use to meet state requirements.
ADJOURN	Councilmember Patterson moved to adjourn. Councilmember Stanton seconded the motion. Councilmember’s Stanton, Patterson, K. Peterson, and M. Petersen voted in favor of the motion. The meeting adjourned at 7:50 p.m.
<u>ACTION ITEMS</u>	<ul style="list-style-type: none"> • Subdivision Ordinance – recommendation for concrete in the park strips along UDOT roads. (August 2016) – Planning Commission Review • 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 • Update Ordinance to eliminate pressurized sewer lines in the Clinton City streets on new residential development (January 2018). • Create a facilities maintenance plan before the next budget cycle in FY 19-20 (May 2018). • Pickle Ball Courts at Meadows Park (applying for grant in January) (Oct 2018).

Dennis W. Cluff, Clinton City Recorder