



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

**MAYOR
L. Mitch Adams**

**CITY COUNCIL MEMBERS
Anna Stanton
Mike Petersen
Barbara Patterson
TJ Mitchell
Marie Dougherty**

Date of Meeting	June 22, 2021	7:00 PM	Called to Order: 7:00 PM
Staff Present	City Manager Dennis Cluff, Community Development Director Valerie Claussen, Assistant Fire Chief Justin Benavides, Police Chief Shawn Stoker, Public Works Director David Williams, Recreation Director Bruce Logan and Lisa Titensor recorded the minutes.		
Citizens Present	Dereck Bauer, Brandon Stanger, Greg Timothy, Thomas Hunt		
Pledge of Allegiance	Mayor Adams		
Invocation or Thought	Dennis Cluff		
Roll Call & Attendance	Mayor Adams, Councilmember Marie Dougherty, Councilmember TJ Mitchell, Councilmember Barbara Patterson, Councilmember Mike Petersen, Councilmember Anna Stanton		
Public Input	There was none.		

A. PUBLIC HEARING - RESOLUTION 20-21, AMENDMENTS TO FY 2020-21 BUDGET

Petitioner	Dennis Cluff
Discussion	<p>Mr. Cluff reported this is the end of the fiscal year budget amendment and includes the following items:</p> <ul style="list-style-type: none"> a) amendments to the General Fund (Heritage Days, revenue and transfers); b) added revenue to Fund #34 (Park Construction Projects); c) added revenue to Fund #37 (Special Street and Road Projects); d) added transfer to Fund #38 (Capital Improvement Projects); e) Water Fund Depreciation adjustment; f) Sewer Fund - N. Davis sewer district payment increase; g) Solid Waste Fund - dump fee increases; and, h) SSSSD – N. Davis sewer district payment increase. <p>Mayor Adams opened the public hearing at 7:12 p.m. and with no public comment, closed the public hearing at 7:12 p.m.</p> <p>Mr. Cluff confirmed that he is aware of the Council’s desire to increase the police force.</p> <p>The entire list of budget amendments is listed below:</p>

COUNCIL BUDGET AMENDMENTS-June 22, 2021

Item	Dept	Description	Increase	Decrease	Balance	Comments
GENERAL FUND REVENUES						
10-3355	Revenue	Prop 1 Gas sales tax	93400		372200	Additional Prop 1 sales tax revenue
10-3910	Revenue	Park Impact Fee	220000		456400	Additional Park Impact fee revenue
10-3870	Revenue	Gen Fund Reserve	5356			Heritage Days costs
10-3870	Revenue	Gen Fund Reserve	120000			Transfer to reduce GF Reserve below 25%
		GF Revenue TOTAL	438756			
GENERAL FUND EXPENSES						
10-7141	Heritage Days	Advertising	1980		1980	Advertising costs
Oct-66	Heritage Days	Misc Activities	3376		3376	Parade candy costs
10-8021	Transfers	Trans to Park Constr #34	220000		456400	Additional Park Impact fee revenue
10-8022	Transfers	Trans to Roadway fund #37	93400		409213	Additional Prop 1 sales tax revenue
10-8025	Transfers	Trans to Capital Projects #38	120000		1270000	Transfer to reduce GF Reserve below 25%
		GF Expense TOTAL	438756			
WATER FUND-REVENUE						
51-3720	Water	Unbudgeted fund balance	45000		45000	Corrected depreciation
		TOTAL	45000			
WATER FUND-EXPENSE						
51-4053	Water	Depreciation	45000		259400	Corrected depreciation
		TOTAL	45000			
SEWER FUND-REVENUE						
52-3732	Sewer	Sewer Service Fee	31900		2272010	Increased Service Fee receipts
		TOTAL	31900			
SEWER FUND-EXPENSE						
51-4053	Sewer	Sewer District payment	31900		1829420	Corrected payment to Sewer District
		TOTAL	31900			
SOLID WASTE FUND						
54-3731	Garbage	Collection Fees	34800		1691000	Additional collection fee revenue
		TOTAL	34800			
SOLID WASTE FUND						
54-4039	Garbage	Dump Fees	34800		831900	Extra dump costs
		TOTAL	34800			
#34-PARK CONSTRUCTION PROJECTS-REVENUE						
34-3671	Park Constr	Trans fr GenFd (Impact fees)	220000		456400	Additional Park Impact fee revenue
		TOTAL	220000			
#34-PARK CONSTRUCTION PROJECTS-EXPENSES						
34-4073	Park Const	Improvements	220000		1014275	Additional Park Impact fee revenue
		TOTAL	220000			
#37-SPECIAL STREET/ROADWAY PROJECTS-REVENUE						
37-3673	Str Projects	Trans from GF (gas sales tax)	93400		409213	Additional Prop 1 sales tax revenue
		TOTAL	93400			
#37-SPECIAL STREET/ROADWAY PROJECTS-EXPENSES						
37-4073	Str Projects	Improvements	93400		1201187	1300 N & round-a-bout reimbursement
		TOTAL	93400			
#38 - CAP IMPROVE PROJECTS FUND REVENUE						
38-3320	Cap Projects	Transfer from Gen Fund	120000		1270000	Transfer to reduce GF Reserve below 25%
		TOTAL	120000			
#38 - CAP IMPROVE PROJECTS FUND EXPENSE						
38-4073	Cap Projects	Improvements/Reserve	120000		4042592	Transfer to reduce GF Reserve below 25%
		TOTAL	120000			
SSSSD FUND-REVENUE						
40-3358	SSSSD	System Fee	11000		93200	Increased Service Fee receipts
		TOTAL	11000			
SSSSD FUND-EXPENSE						
40-4039	SSSSD	Sewer District Payment	11000		49540	Corrected payment to Sewer District
		TOTAL	11000			

CONCLUSION	Councilmember Mitchell moved to adopt Resolution 20-21, approving the amendments to the FY 20-21 Budget. Councilmember Dougherty seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye; Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.
B. RESOLUTION 18-21 - REQUEST BY NICK MANGO, ON BEHALF OF IVORY HOMES FOR FINAL PLAT APPROVAL OF CRANEFIELD ESTATES PHASE 13, LOCATED AT 2500 N & 330 WEST	
Petitioner	Submitted by Valerie Claussen
Discussion	<p>(1) The Planning Commission unanimously agreed to forward a recommendation for approval of the request at the June 15, 2021 Planning Commission meeting.</p> <p>(2) The project is located at 2500 N and 3300 W. The property is a PRUD with underlying zoning standards of R1-10. Phase 13 is on the north side of 2300 North. This phase consists of 17 lots.</p> <p>(3) <i>Fencing Plan:</i> This phase is not adjacent to any dissimilar land uses. There is no proposed developer-installed fencing along any property boundaries. If desired, fencing will be installed by the individual home owners. There is some existing fencing along the southeast corner that will remain.</p> <p>(4) <i>Updated Preliminary/Phasing Plan:</i> An updated conceptual Phasing Plan was submitted and is approved in conjunction with this request. This Phasing Plan is an effective tool to be able to see the entire development and anticipated build-out. (Due to the size and scale of Cranefield, phasing and preliminary layouts may undergo additional amendments from time to time. These proposed changes will be continued to be reviewed concurrently with final plat approvals of future phases. The number of lots listed on the Phasing Plan table may also change, and subject to the number of lots that were approved and are permitted under Cranefield Estate’s development agreements.)</p> <p>(5) Standard conditions of approval are recommended.</p> <p>Councilmember Mitchell identified that lot 1310 does not meet the length and width requirements of 85’.</p> <p>Mayor Adams asked Greg Timothy who was present representing Ivory Homes to ask their engineer to get the final plat corrected to meet the ordinance.</p>
CONCLUSION	Councilmember Mitchell moved to adopt Resolution 18-21, approving Cranefield Estates Phase 13 Final Plat, subject to the conditions of approval and lot 1310 has a minimum of 85’. Councilmember Petersen seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye; Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.
C. RESOLUTION 19-21 - REQUEST BY THOMAS HUNT, ON BEHALF OF WRIGHT DEVELOPMENT, FOR FINAL PLAT APPROVAL OF REGENCY GARDEN, LOCATED AT 1300 N & 1850 W	
Petitioner	Submitted by Valerie Claussen
Discussion	<p>(1) The Planning Commission unanimously recommended approval of the request at the June 15, 2021 PC meeting.</p> <p>(2) The project is located off 1300 N and 1850 W alignment. The final plat meets City’s development standards and standards of the R1-10 zoning district.</p> <p>(3) The subdivision is proposed to be constructed in one phase. The development does not propose to have an HOA, nor are there common elements or maintenance of private facilities that would require one to be established.</p> <p>(4) No vehicular access will be permitted for the lots adjacent to 1300 North. Snow removal of the abutting 1300 North sidewalk and the maintenance of landscaping will be those property owners’ responsibility. This note will be included on the plat and a notice of the maintenance will be recorded against these lots at the same time as the plat is recorded.</p> <p>(5) <i>Fencing Plan:</i> Fencing along 1300 North will be installed by the developer and will need to include an access gate for the Lot 14-R. Other developer installed fencing along property lines are also indicated on the plans.</p>

	<p>(6) Standard conditions of approval are recommended with the addition of the perpetual maintenance notices to be recorded concurrent with the plat.</p> <p>Councilmember Mitchell noted that lot 13R does not meet the minimum standards. The road may need to be realigned. The lot as presented would not allow for even a 40' wide and 40' deep house because it is on a main street and because of the setback requirements.</p> <p>Thomas Hunt stated the lot-lines will be modified to meet the minimum requirements in the ordinance.</p> <p>Councilmember Mitchell commented the house could be repositioned on the lot to accommodate the requirement.</p>
CONCLUSION	<p>Councilmember Mitchell moved to adopt Resolution No. 19-21, approving Regency Gardens Final Plat, subject to the conditions of approval and modifying lot 13R to meet the minimum ordinance requirements. Councilmember Petersen seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye; Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.</p>
<p>D. RESOLUTION 21-21 - ANNUAL ADOPTION OF THE CLINTON CITY CONSOLIDATED FEE SCHEDULE</p>	
Petitioner	Dennis Cluff
Discussion	<p>The following changes are proposed for the fiscal year 2021-22 fee schedule.</p> <p>1) Solar Electric System (Residential) \$335.40 (page 16 of fee schedule). Our current solar permit fee of \$176.40 is not covering costs incurred with the work entailed for the administration of this permit. This cost is consistent with many other cities and their solar permit fees, as Clinton was on the very low end. This proposed fee is more consistent with how other City building permit fees are determined, versus the previous one that did not include any building fee percentage. Solar permits require more review time and handling than just an hour review and a couple of inspections as considered in the current fee. (The new fee was calculated by taking the average valuation of a solar system and multiplying it by our residential factor of .85 and using that valuation number with the table on Page 15 of the fee schedule.)</p> <p>2) Fire False Alarm Fees: (page 13 of fee schedule)</p> <ul style="list-style-type: none"> a) Commercial - responsible party Non-Response (called off while en-route) = \$100; b) Residential False Alarm Responses; <ul style="list-style-type: none"> i) 3rd false alarm per quarter of year = \$50 ii) 4th false alarm per quarter of year = \$75 iii) 5th false alarm per quarter of year = \$100 iv) Additional false alarms per quarter of year = Incremental by \$25 per each false alarm c) Commercial False Alarm Responses; <ul style="list-style-type: none"> i) 3rd false alarm per quarter of year = \$250 ii) 4th false alarm per quarter of year = \$350 iii) 5th false alarm per quarter of year = \$450 iv) Additional false alarms per quarter of year = Incremental by \$100 per each false alarm. <p>Assistant Fire Chief Benavides explained the Fire Department is working to reduce the number of false calls.</p>
CONCLUSION	<p>Councilmember Stanton moved to adopt Resolution 21-21, approving the FY 2021-22 Clinton City Consolidated Fee Schedule. Councilmember Mitchell seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye;</p>

	Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.
E. ORDINANCE 21-03 - AMENDING CHAPTER 7 OF TITLE 2 OF THE CLINTON CITY CODE – CITY RECORDER	
Petitioner	Dennis Cluff
Discussion	<p>Mr. Cluff explained that portions of Chapter 7 of Title 2 of the City Code which deal with the City Recorder responsibilities dealing with finances have been a part of the City Manager Ordinance and responsibilities since the beginning of the City Manager function with the City. Since the City Manager was also appointed to be the City Recorder, apparently no one felt it necessary to modify the Recorder ordinance appropriately.</p> <p>This Ordinance Amendment does two things: 1) It sets the City Recorder’s work location to the Clinton City Hall Building; and, 2) It rescinds sections 2-7-9, 10, 11 & 12 of the Code which all deal with financial responsibilities also served by the City Manager.</p> <p>Modification of Chapter 7, allows for an easy transition of separating the City Recorder function and position from that of the City Manager and making separate appointment of a City Recorder.</p>
CONCLUSION	Councilmember Mitchell moved to adopt Ordinance 21-03, amending Chapter 7 of Title 2 of the Clinton City Code. Councilmember Petersen seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye; Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.
F. APPOINTMENT OF CITY RECORDER	
Petitioner	Mayor L. Mitch Adams
Discussion	<p>Mayor Adams identified that State Code 10-3-916 requires the Mayor of a fourth Class city to appoint, with the advice and consent of the Council, the City Recorder, with the appointed individual to continue in that appointed office until a successor may be appointed. Previously the City Manager has also served as the City Recorder. The changes in the City Code with respect to the City Recorder make the separation of this position from that of the City Manager an easier step with regards to city financial responsibility.</p> <p>Lisa Titensor has been providing much of the City Recorder duties while serving as the Deputy Recorder/Executive Assistant. This new appointment gives her a few more duties and responsibilities. Yet Lisa will also continue her duties as an Executive Assistant to the City Manager, Mayor and Council.</p>
CONCLUSION	Councilmember Dougherty moved to ratify Mayor Adams’ appointment of Lisa Titensor as the Clinton City Recorder to be effective July 1, 2021. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember Dougherty aye; Councilmember Patterson, aye; Councilmember Petersen, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye.
Approval of Minutes	Councilmember Stanton moved to approve the minutes of the June 8, 2021 City Council Meeting. Councilmember Patterson seconded the motion. Councilmembers Mitchell, Patterson, Petersen, Stanton and Dougherty voted in favor of the motion.
Accounts Payable	Councilmember Patterson moved to pay the bills. Councilmember Mitchell seconded the motion. Councilmembers Mitchell, Patterson, Petersen, Stanton and Dougherty voted in favor of the motion.
Planning Commission Report	<ul style="list-style-type: none"> Community Development Director Claussen reported on the June 15, 2021 Planning Commission meeting as recorded in the minutes.
City Manager	<ul style="list-style-type: none"> Nothing at this time.

<p>Mayor Adams</p>	<ul style="list-style-type: none"> • HAFB will be adding 4,000 new jobs over the next few years. • Dean Hill wants to address the Council about the zoning on his 5 acres of property located on 2000 W south of 1300 N. <p>The Council was in consensus to wait for the Economic Development Study to be completed before they consider a rezone.</p>
<p>Councilmember Patterson</p>	<ul style="list-style-type: none"> • Nothing at this time.
<p>Councilmember Petersen</p>	<ul style="list-style-type: none"> • Trucks are going through the Wal Mart parking lot where they should be restricted. He would like to see a sign placed on 2000 W and on 1800 N. • They are also running a street sweeper at 5:30 a.m.
<p>Councilmember Mitchell</p>	<ul style="list-style-type: none"> • Received a complaint about the scoreboard at Civic Center Park being broken.
<p>Councilmember Stanton</p>	<ul style="list-style-type: none"> • Stated for the record, that the Council was in consensus to begin adding a new officer into the new FY budget every year for at least the next three years.
<p>Councilmember Dougherty</p>	<ul style="list-style-type: none"> • Five Clinton businesses are in support of joining the West Davis Chamber. • She and City staff met with individuals who are advocating for the ducks at the pond. There will be education and outreach to the public for proper feeding and dropping off domestic ducks. Some of the advocates for the ducks would like to participate with the Parks Board in their booth at Heritage Days. <p>The council expressed appreciation to Public Works for their extra work on the issues at the pond.</p>
<p>Dave Williams</p>	<ul style="list-style-type: none"> • Will continue to work on the issues at the pond.
<p>Chief Stoker</p>	<ul style="list-style-type: none"> • The police department has completed training on de-escalation and will continue this practice. • The speeding concerns are still being addressed. Approximately 53% of cars in Clinton are speeding. They are conducting targeted speed controls. • Appreciates the support of the City Council and staff in considering adding new police officers.
<p>ADJOURNMENT</p>	<p>Councilmember Patterson moved to adjourn. Councilmember Stanton seconded the motion. Councilmembers Dougherty, Mitchell, Patterson, Petersen and Stanton voted in favor of the motion. The meeting adjourned at 8:53 p.m.</p>
<p><u>ACTION ITEMS</u></p>	<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). • Remove river rock from the low maintenance material allowed for park strips in the ordinance (Aug 2019).

Lisa Titensor, Clinton City Recorder