



**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**

<b>Date of Meeting: October 23, 2018</b>		<b>Call to Order: 7:00 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Community Development Director Valerie Claussen, Public Works Director Mike Child, Engineer Bryce Wilcox, Parks Director Zac Martinez, Recreation Director Bruce Logan and Lisa Titensor recorded the minutes.	
<b>Public Present</b>	Shawn Armstrong, Karsen Adams, Matt Harris, Nathan Kendrick, Clint Kendrick, Chase Freebairn, Chett Campbell, Ethan Steadman, Kianna Teasdale, Ethan Hunt, Abraham Conzalez, Jaeger Strickland, Dereck Bauer	
<b>Roll Call &amp; Attendance</b>	Present were: Mayor L. Mitch Adams, Councilmember Stanton, Councilmember Mitchell, Councilmember K. Peterson, Councilmember Patterson and Councilmember M. Petersen.	
<b>Pledge of Allegiance</b>	Councilmember Stanton	
<b>Prayer or Thought</b>	Mayor Adams	
<b>Public Input</b>	There was none.	
<b>A. INTRODUCTION OF NEW COMMUNITY DEVELOPMENT DIRECTOR</b>		
<b>Petitioner</b>	Dennis Cluff	
<b>Discussion</b>	<p>Mr. Cluff explained the City was recently in search of a new Community Development Director. There were several very qualified applicants. Valerie Claussen was the candidate who stood out as the most qualified candidate.</p> <p>Valerie comes from Mesa, AZ where she worked for an attorney’s office managing highly complex planning and zoning cases for land use attorneys. Prior to that she worked as the Assistant City Administrator for Pleasant View, UT functioning as the Community Development/Economic Director and overseeing other city departments. She previously worked as: the Development Services Manager for Clearfield City, UT; Senior Planner for Fernley, NV and Associate Planner for Douglas County, NV.</p> <p>Valerie has 14 years of experience with local government (6 of these in a supervisory position), a Master’s Degree in Public Administration and is a Professional Certified Planner through AICP. We are pleased to have her come to work with us in Clinton.</p> <p>Mr. Cluff and the City Council welcomed Valerie.</p>	
<b>B. HANGING FLOWERS CONTRACT EXTENSION WITH FLINT’S NURSERY</b>		
<b>Petitioner</b>	Dennis Cluff, Zac Martinez	
<b>Discussion</b>	<p>Parks Director Zac Martinez reminded the Council that back in 2017 Flints Nursery was awarded the bid for a 2 year contract with the possibility of extending to 5 years. The 2019 Season would be the start of the 3rd year. Flints will continue to abide with all the requests from the City as mentioned in the original agreement. It was also agreed that at the end of two years Flints and the Council would meet if the price needed to be adjusted.</p> <p>In 2017 and 2018 the pricing agreed upon from Flints contract was \$7140/per year:  180 baskets - \$ 38.00 for the 14" pots  12 baskets - \$ 25.00 for the 12" pots  45 plants per pot.</p> <p>For 2019, they have proposed the following two options:</p>	

	<p><b><u>Option 1 (\$7,620)</u></b>                  The top and first row will be completely filled in. The 2nd and 3rd row would be planted every other one. There will be 10 plants less per pot.                  180- \$ 40.00 for the 14" pots                  12- \$ 35.00 for the 12" pots (these will be fully planted)</p> <p><b><u>Option 2 (\$9,420)</u></b>                  Fully planted pot (all rows/holes)                  180- \$ 50.00 for the 14" pots                  12- \$ 35.00 for the 12" pots</p> <p>Councilmember K. Peterson said she feels it is worth a try to go with the less expensive option 1. The pots from Flints have always been top quality and lasted for a long time.</p> <p>Mr. Martinez clarified that Flints would like to change the terms of the agreement to extend it to a five year term.</p> <p>Councilmember K. Peterson requested and the Council agreed that they are in favor of option 1 for a three year term; however, they would like to continue to review and evaluate the flowers on an annual basis.</p>
<p><b>Councilmember K. Peterson moved to go with option 1 for the flowers for three years and come back each year for evaluation. Councilmember Stanton seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Council Patterson, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye; Councilmember M. Petersen, aye.</b></p>	
<p><b>C. FINAL ACCEPTANCE FOR CRANEFIELD SUBDIVISION PHASE 5</b></p>	
<p><b>Petitioner</b></p>	<p>Dennis Cluff, Mike Child</p>
<p><b>Discussion</b></p>	<p>Mr. Child reported Public Works has inspected these improvements for Cranefield Subdivision Phase 5 and requests the City Council approve the Final Acceptance for these improvements, thereby releasing appropriate escrow funds.</p>
<p><b>CONCLUSION</b></p>	<p><b>Councilmember Mitchell moved to approve the Final Acceptance for the improvements of Cranefield Subdivision Phase 5 and authorize the release of appropriate funds held in escrow. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Council Patterson, aye; Councilmember Mitchell, aye; Councilmember Stanton, aye; Councilmember M. Petersen, aye.</b></p>
<p><b>At 7:15 p.m. Mayor Adams directed the Council to agenda item F because it was prior to the advertised public hearing for item D.</b></p>	
<p><b>D. 7:20 PM PUBLIC HEARING – RESOLUTION 25-18, REQUEST FOR FINAL PLAT APPROVAL OF CRANEFIELD ESTATES SUBDIVISION PHASE 10 LOCATED AT APPROX 3370 W 2350 N.</b></p>	
<p><b>Petitioner</b></p>	<p>Valerie Claussen, Community Development;                  Chase Freebairn, Ivory Development</p>
<p><b>Discussion</b></p>	<p>Mr. Child identified that there are items on the plan review from Public Works for this phase that have not been addressed.</p> <p>The staff report included the following information:</p> <ul style="list-style-type: none"> <li>• Planning Commission recommended approval of the final plat, subject to meeting conditions at their October 16, 2018 meeting.</li> <li>• Phase 10 of the Cranefield Estates Subdivision consists of 16 lots. This Planned Residential Use Development is guided by the Annexation Development Agreement entered into January 27, 2009 and by the approved Preliminary Plat.</li> </ul> <p>The following comments related to corrections needed in drawings have been provided to developer:</p> <p><b>Please submit a written response that addresses each review comment listed below.</b>  <b>Engineering – Plat Review</b></p> <ul style="list-style-type: none"> <li>• Lots 226 and 227 do not close within acceptable limits. We show a closure error of 2.18 feet.</li> </ul> <p><u>Fire Department</u></p> <ul style="list-style-type: none"> <li>• Accepted as submitted.</li> </ul>

	<p><u>Planning</u></p> <ul style="list-style-type: none"> <li>• Minimum frontage requirement on a corner lot is 85 feet. South frontage on lot 230 (78.87 feet) does not meet the minimum.</li> <li>• Identify future phase number on east side of phase 10.</li> <li>• Water shares or a signed application from Davis Weber Canal Company will need to be provided prior to recording the Mylar.</li> </ul> <p><u>Public Works</u></p> <ul style="list-style-type: none"> <li>• Final plan approval will not be given until detention pond at Cranefield golf course is operating as designed.</li> <li>• Submit SWPPP.</li> <li>• Draw hydrant foot valve at main line connection.</li> <li>• Shallow sewer main to 10’ max. Provide reason if needed to be deeper.</li> </ul> <p>Public Works Director Mike Child explained if the plat is approved, it would need to be contingent on all staffs comments and requirements being addressed.</p> <p>Chase Freebairn representing Ivory Homes stated Ivory Homes feel these conditions are minor and they will work with staff to get them resolved. The plans are currently before their engineer.</p> <p>Councilmember Mitchell clarified the street will need to be adjusted to meet the width requirement identified in the ordinance for the corner lot.</p> <p>Mr. Child said he and Engineer Bryce Wilcox are confident the issues can be resolved.</p> <p>Mayor Adams opened the public hearing at 7:27 p.m. and declared it will remain open to the next City Council meeting.</p>
<p><b>CONCLUSION</b></p>	<p><b>Councilmember Patterson moved to table resolution 25-18, a request for final plat approval of Cranefield Estates Subdivision Phase 10 located at approx 3370 W 2350 N to the November 13, 2018 City Council meeting. Councilmember M. Petersen seconded the motion. Voting by roll call is as follows: Councilmember Stanton, aye; Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</b></p>
<p><b>Mayor Adams directed the Council to approval of the minutes.</b></p>	
<p><b>E. 7:30 PM PUBLIC HEARING – RESOLUTION 31-18, REQUEST FOR FINAL PLAT APPROVAL OF WILLOW FLATS SUBDIVISION PHASE 4, LOCATED AT APPROX 1600 N 3100 W</b></p>	
<p><b>Petitioner</b></p>	<p>Valerie Claussen, Community Development, Mike Bastian and Jerry Preston, owners of Perga Development</p>
<p><b>Discussion</b></p>	<p>The staff report included the following information:</p> <ul style="list-style-type: none"> <li>• The Planning Commission recommended approval of the final plat, subject to meeting conditions at their October 16, 2018 meeting.</li> <li>• The Planning Commission discussed Lot 415 and made recommendation that the creation of “Tract A” for the southern flag portion of the lot would be permitted, should such revision occur prior to City Council review and approval. As of the date of preparation of this report, the applicant has not exercised this option.</li> <li>• March 14, 2017: The City Council approved rezoning of two parcels (approx. 6.4 acres) to the A-E Zone, which coincides with the remainder of the property that is zoned A-E for this proposed subdivision;</li> <li>• July 18, 2017: City Council approved Phase 1 Final Plat for Yorktown Meadows Subdivision for 16 lots on (Res 19-17)</li> <li>• April 10, 2018: City Council approved an amendment to Res 19-17 by adopting Res 12-18, changing the name to Willow Flats Subdivision Phase 3.</li> <li>• The Master Land Use Map in the General Plan shows this area zoned for Agricultural Estates Zone (A-E)</li> <li>• The proposed Preliminary Plat consists 20 acres subdivided into 33 lots that meet the half-acre size requirement (21,780 sq. ft.)</li> <li>• Phase 4 includes 17 lots</li> </ul> <p>The following comments and/or questions related to changes needed in drawings have been provided to the developer:</p>

**Please submit a written response that addresses each review comment listed below.**

Engineering – Plat Review

- Accepted as submitted

Fire Department

- Accepted as submitted

Planning

- Change “Typical Setback” information. Front yard = 30’, Corner lot side-yard = 20’, Interior lot side-yard = 10’, Rear yard = 30’.
- Minimum lot size is 21,780 sq. ft. Lot 404 does not meet the minimum square footage requirement.

Public Works

- Please submit a written response that addresses each review comment.
- Submit SWPPP.
- Add note to drawings: Yard drain maintenance is the responsibility of the property owner not the City.
- Yard drains not allowed to connect to the land drain, storm drain only.
- Sht.8 add blow off on water line dead end.
- Note: add fence detail to drawings from Clinton City standard drawings.

Mayor Adams asked if Davis Weber Counties Canal Companies have been contacted.

Mike Bastian replied they have received approval through the DWCCC.

The resolution includes the following:

- 1 Plat shall not be recorded until a Subdivider’s Improvement Agreement and Subdivider’s Escrow Agreement have been completed and executed to insure the completion of the improvements in this development.
- 2 All comments related to the plat and engineering shall be corrected before the final plat is presented for signatures.
- 3 It is the developer’s responsibility to comply with all Clinton City Standards, Ordinances, Staff, Engineer and requirements established during the approval process. Wherever there is a discrepancy between these drawings and City Standards the more stringent requirement will apply. If there is any doubt as to the requirement the developer is to seek clarification from the Community Development Department and obtain the determination in writing. Copies of the Standards are available at the Community Development Department.
- 4 Prior to Conditional Acceptance and Final Acceptance by the City the Subdivider shall clear any construction debris from lots within the subdivision, except lots with buildings under construction, and level vacant lots within the subdivision in such a way that weed control, via mowing with a brush hog or similar item, is possible and all vacant lots will be mowed for weed control.
- 5 The developer is responsible for insuring that all required inspections are performed by the Clinton City Public Works Department. If the developer is unsure of what inspections are required he can obtain a list from the Public Works Department. The developer is cautioned not to proceed past an inspection point without insuring that the inspection has been performed and work passed by representative(s) of Public Works.
- 6 It is the developer’s responsibility to insure adequate dust, trash and weed control practices are observed while any of the lots are under their control.
- 7 A preconstruction meeting shall not be scheduled until all required changes have been made to the Preliminary Plat, Final Plat and Engineering (see #2) and the required number of copies have been provided to the City and indicated approved by the City.
- 8 Install a six (6) foot fence prior to occupancy along adjacent properties of dissimilar use and zones.
- 9 Obtain agreement(s) from the irrigation districts to insure the issues with the irrigation ditches through the Willow Flats Subdivision are appropriately addressed.

	<p>Mr. Bastian explained that as for the flag on lot 415; the adjoining property owner will take that over and pay for the improvements on that side of the property.</p> <p>Mayor Adams opened the public hearing at 7:38 p.m. and with no public comment, closed the public hearing at 7:39 p.m.</p> <p>Councilmember Mitchell asked for clarification on removal of the yard drains.</p> <p>Mr. Child responded the land drains are owned and maintained by the home owner and they need to be recorded that way.</p> <p>Mike Bastian explained the land drains will tie into the storm drain.</p>
<b>CONCLUSION</b>	<p><b>Councilmember Mitchell moved to adopt Resolution 31-18, approving the Final Plat for Willow Flats Subdivision Phase 4, located at approx. 1600 N 3100 W contingent upon addressing remaining Staff review comments and requirements. Councilmember K. Mitchell seconded the motion. Voting by roll call is as follows: Councilmember Stanton, aye; Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</b></p>
<b>F. PARTICIPATION IN THE LETTER OF INTENT FOR AN ACTIVE TRANSPORTATION PLAN GRANT</b>	
<b>Petitioner</b>	Dennis Cluff, Val Claussen
<b>Discussion</b>	<p>Mayor Adams explained the Letter of Intent deadline for this Active Transportation Plan Grant is a few days after this Council meeting. If after further review and discussion with the other cities over this potential planning grant, Clinton does not agree with participating, we can withdraw from being a part of the plan. Without having too much specific information on this issue, it appears Clearfield is sponsoring this grant application with the purpose of working with the other cities in planning and determining a clear plan for future interconnecting trails within our 5 city area.</p> <p>Having a good plan established by all 5 of these cities will benefit Clinton and the cost of 1/5<sup>th</sup> of the local match would be a small amount to pay for such a plan.</p>
<b>CONCLUSION</b>	<p><b>Councilmember Stanton moved to initially participate with Clearfield, Syracuse, West Point and Sunset with a Letter of Intent to seek an ATP grant through the WFRC. Councilmember M. Petersen seconded the motion. Voting by roll call is as follows: Councilmember Stanton, aye; Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</b></p>
	<b>Mayor Adams directed the Council back to agenda item D.</b>
<b>Approval of Minutes</b>	<p><b>Councilmember Stanton moved to approve the minutes of the October 9, 2018 City Council meeting. Councilmember M. Petersen seconded the motion. Councilmember's Stanton, Patterson, Mitchell, K. Peterson and M. Petersen voted in favor.</b></p>
	<b>Mayor Adams directed the Council back to agenda item F.</b>
<b>Accounts Payable</b>	<p><b>Councilmember K. Peterson moved to pay the bills. Councilmember M. Petersen seconded the motion. Councilmember's Patterson, Mitchell, K. Peterson, Stanton and M. Petersen voted in favor of the motion.</b></p>
<b>Planning Commission Report</b>	Ms. Claussen reported on the October 16, 2018 Planning Commission meeting as recorded in the minutes.
<b>City Manager</b>	<ul style="list-style-type: none"> <li>• Meeting with Zions Financial regarding the impact fee study is scheduled for Wednesday, October 24 at 10 a.m.</li> <li>• The Parks Board will meet on October 24, 2018 at 7 p.m.</li> <li>• Fall Clean Up is Saturday, October 27 from 8 a.m. to 1 p.m.</li> <li>• Veteran's holiday is November 12 and the City offices will be closed.</li> </ul>
<b>Mayor Adams</b>	<ul style="list-style-type: none"> <li>• Reported he and Mr. Cluff met with a developer who would like to put apartments on 1300 N. and 2000 W.</li> </ul> <p>Mr. Cluff said several developers have complained that Clinton City has zoned residential property too deep in some areas.</p> <p>He asked the Council to provide their feedback on a proposal he sent out to them from Randy Sant for a sales tax leakage study to determine the amount of commercial property appropriate</p>

	<p>for Clinton City.</p> <p>Councilmember K. Peterson said she feels it is healthy to regularly review the General Plan. She feels additional information and possibly outside analysis such as the leakage study as well as the impact study currently underway is helpful for this process.</p> <p>The Council was in consensus for staff to negotiate on the cost and volume of the leakage study.</p>
<b>Councilmember Patterson</b>	<ul style="list-style-type: none"> <li>• Asked for an update on the Veteran’s Memorial Brick display.</li> </ul> <p>Mr. Cluff explained Parks Director Zac Martinez is working to finalize the plan with the City Engineer.</p> <ul style="list-style-type: none"> <li>• The Davis County Children’s Justice Center Fall Gala is November 2.</li> </ul>
<b>Councilmember K. Peterson</b>	<ul style="list-style-type: none"> <li>• The Arts Board sponsored a successful Cowboy Poetry event.</li> <li>• They will be helping with the annual Pumpkin Walk.</li> <li>• The Trailhead looks great with the new landscaping. She expressed appreciation to the Public Works staff for a great job.</li> </ul>
<b>Councilmember M. Petersen</b>	<ul style="list-style-type: none"> <li>• Asked to have the pickle ball courts for Meadows Park added to the action items.</li> </ul>
<b>Councilmember Stanton</b>	<ul style="list-style-type: none"> <li>• Thanked the Recreation Director and staff for including all the local schools in the annual Pumpkin Walk.</li> <li>• The Youth Council swearing in will be during the November 13, 2018 City Council meeting.</li> </ul>
<b>Councilmember Mitchell</b>	<ul style="list-style-type: none"> <li>• Nothing at this time.</li> </ul>
<b>Mike Child</b>	<ul style="list-style-type: none"> <li>• Has an option to apply for grant money to replace three fleet trucks and funds for charging stations.</li> </ul>
<b>ADJOURN</b>	<p><b>Councilmember Stanton moved to adjourn. Councilmember Patterson seconded the motion. Councilmember’s Stanton, Patterson, Mitchell, K. Peterson, and M. Petersen voted in favor of the motion. The meeting adjourned at 8:10 p.m.</b></p>
<b><u>ACTION ITEMS</u></b>	<ul style="list-style-type: none"> <li>• Subdivision Ordinance – recommendation for concrete in the park strips along UDOT roads. (August 2016) – Planning Commission Review</li> <li>• Bring back Chapter 4 of the Subdivision Ordinance regarding allowing a letter of credit for escrow and researching what surrounding jurisdictions allow (26-4-8). 6g(January 2017) Planning Commission Review</li> <li>• Update Ordinance to eliminate pressurized sewer lines in the Clinton City streets on new residential development (January 2018).</li> <li>• Create a facilities maintenance plan before the next budget cycle in FY 19-20 (May 2018).</li> <li>• Pickle Ball Courts at Meadows Park (applying for grant in January) (Oct 2018).</li> </ul>

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Dennis W. Cluff, Clinton City Recorder