

CLEARFIELD CITY COUNCIL AND PLANNING COMMISSION
AGENDA
June 9, 2016 – WORK SESSION

Clearfield City Hall
55 South State Street
Multi-purpose Room, 2nd Floor
Clearfield, Utah

11:00 A.M. CITY COUNCIL WORK SESSION

Discussion on the MIDA (Military Installation Development Authority) Municipal Services Agreement
Discussion on the 350 West CDBG Improvement Project
Discussion on Energy Performance Contract Financing
Discussion on the Fiscal Year 2017 Property Tax Rate

JOINT CITY COUNCIL AND PLANNING COMMISSION

Discussion on the Strategic Plan
Discussion on Three-Year Capital Project Plans
Discussion on a Comprehensive Action Plan (CAP)
Presentation and Discussion on the PARAT Tax Master Plan

CITY COUNCIL WORK SESSION

Presentation and Discussion on Roles, Responsibilities and Communication

*****ADJOURN AS THE CITY COUNCIL*****

Dated this 7th day of June, 2016.

/s/Kimberly S. Read, Deputy 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.

31 May 2016

Clearfield City
55 South State Street
Clearfield, Utah 84015

Attn: Mayor Mark Shepherd and City Council
Proj: **350 West Street CDBG Improvement Project**
Subj: Bid Results, Bid Proposal Tabulation & Recommendation

Dear Mark Shepherd and Council Members,

The “Bid Opening” for the above referenced project was conducted this afternoon. The lowest responsible bidder is Kapp Construction and Development of Ogden, Utah.

Enclosed are the “Bid Results” and “Bid Proposal Tabulation”. Kapp Construction and Development’s bid was reviewed and found to meet the bidding conditions required in the Contract Documents.

Since Kapp Construction and Development’s bid is the low bid for the advertised project, and their bid meets the conditions of the Contract Documents, I herewith recommend award of the above referenced project in the amount of \$581,855.50 to Kapp Construction and Development Company.

Should you have any questions or desire additional information concerning the contractor or his bid, please feel free to contact our office at your earliest convenience.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, P.E.
City Engineer

cc: Scott Hodge – Clearfield City Public Works Director

BID RESULTS

350 West Street CDBG Improvement Project

OWNER: CLEARFIELD CITY
ENGINEER: CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

BID DATE: Tuesday May 31st, 2016
TIME: 2:30 PM

BID LOCATION: Clearfield City Offices
55 South State Street; 3rd Floor
Clearfield, Utah 84015

BIDDERS NAME	ADDENDUM	BID BOND	BID AMOUNT
Kapp Construction & Development		5%	\$581,855.50
Leon Poulsen		5%	\$656,676.50

BID PROPOSAL TABULATION

350 West Street CDBG Improvement Project

BID DATE: Tuesday May 31st, 2016

OWNER: CLEARFIELD CITY

PUBLIC WORKS DIRECTOR: SCOTT HODGE

Bid Item	Description	Quantity	Unit	Kapp Construction 1595 West 3300 South Ogden, UT 84401		Leon Poulsen Construction Co. 1675 South 1900 West Ogden, UT 84401	
				Unit Price	Total Amount	Unit Price	Total Amount
Schedule A: Roadway and Concrete Improvements							
A1.	Mobilization, SWPPP and traffic control.	1	ls.	\$42,600.00	\$42,600.00	\$20,770.00	\$20,770.00
A2.	Saw cutting, removal and disposal of asphalt surfacing and roadbase to sub-base grade.	3,150	sy	\$12.65	\$39,847.50	\$15.10	\$47,565.00
A3.	Removal and disposal of sidewalk.	1,305	lf.	\$4.00	\$5,220.00	\$10.50	\$13,702.50
A4.	Removal and disposal of concrete flatwork.	1,265	sf.	\$1.50	\$1,897.50	\$2.85	\$3,605.25
A5.	Removal and disposal of concrete waterway.	1	ls.	\$1,258.00	\$1,258.00	\$786.00	\$786.00
A6.	Removal and disposal of existing curb and gutter.	1,400	lf.	\$6.45	\$9,030.00	\$10.45	\$14,630.00
A7.	Remove existing trees and grind roots at 360 West.	4	ea.	\$950.00	\$3,800.00	\$700.00	\$2,800.00
A8.	Remove existing trees and grind roots at 2287 South.	1	ea.	\$446.00	\$446.00	\$700.00	\$700.00
A9.	Remove existing trees and grind roots at 2279 South.	2	ea.	\$368.00	\$736.00	\$700.00	\$1,400.00
A10.	Remove existing trees and grind roots at 2265 South.	4	ea.	\$725.00	\$2,900.00	\$700.00	\$2,800.00
A11.	Remove existing trees and grind roots at 2259 South.	3	ea.	\$263.00	\$789.00	\$700.00	\$2,100.00
A12.	Remove existing trees and grind roots at 2243 South.	3	ea.	\$1,250.00	\$3,750.00	\$700.00	\$2,100.00
A13.	Remove existing trees and grind roots at 2282 South.	2	ea.	\$930.00	\$1,860.00	\$700.00	\$1,400.00

Bid Item	Description	Quantity	Unit	Kapp Construction 1595 West 3300 South Ogden, UT 84401		Leon Poulsen Construction Co. 1675 South 1900 West Ogden, UT 84401	
				Unit Price	Total Amount	Unit Price	Total Amount
A14.	Remove existing trees and grind roots at 2286 South.	3	ea.	\$525.00	\$1,575.00	\$700.00	\$2,100.00
A15.	Remove existing trees and grind roots at 340 West.	4	ea.	\$404.00	\$1,616.00	\$700.00	\$2,800.00
A16.	Furnish and install concrete curb and gutter.	1,400	lf.	\$19.00	\$26,600.00	\$24.70	\$34,580.00
A17.	Furnish and install concrete waterway.	265	sf.	\$16.35	\$4,332.75	\$16.90	\$4,478.50
A18.	Furnish and install 4-foot wide 4-inch thick sidewalk.	1,025	lf.	\$23.45	\$24,036.25	\$23.95	\$24,548.75
A19.	Furnish and install 4-foot wide 6-inch thick sidewalk.	280	lf.	\$31.00	\$8,680.00	\$26.75	\$7,490.00
A20.	Furnish and install 4-inch thick concrete flatwork.	330	sf.	\$6.50	\$2,145.00	\$5.55	\$1,831.50
A21.	Furnish and install 6-inch thick concrete flatwork.	1,260	sf.	\$7.75	\$9,765.00	\$6.40	\$8,064.00
A22.	Furnish and install handicap ramp (yellow in color).	4	ea.	\$1,120.00	\$4,480.00	\$1,465.00	\$5,860.00
A23.	Furnish and install Mirafi HP 370 fabric (approx. 2,600 sy).	1	ls.	\$6,050.00	\$6,050.00	\$9,650.00	\$9,650.00
A24.	Furnish and install untreated roadbase materials – 8” thick.	1,510	ton	\$19.20	\$28,992.00	\$25.10	\$37,901.00
A25.	Furnish and install bituminous asphalt paving materials – 3” thick.	590	ton	\$65.35	\$38,556.50	\$65.70	\$38,763.00
A26.	Adjust valve box ring and cover to finish grade.	5	ea.	\$420.00	\$2,100.00	\$328.00	\$1,640.00
A27.	Adjust manhole ring and cover to finish grade.	7	ea.	\$475.00	\$3,325.00	\$441.00	\$3,087.00
A28.	Restore all landscaping public/private improvements.	1	ls.	\$55,540.00	\$55,540.00	\$16,860.00	\$16,860.00
Subtotal Schedule A:					\$331,927.50		\$314,012.50

Bid Item	Description	Quantity	Unit	Kapp Construction 1595 West 3300 South Ogden, UT 84401		Leon Poulsen Construction Co. 1675 South 1900 West Ogden, UT 84401	
				Unit Price	Total Amount	Unit Price	Total Amount
Schedule B: Sanitary Sewer Improvements							
B1.	Removal and disposal of sanitary sewer manhole.	3	ea.	\$592.00	\$1,776.00	\$740.00	\$2,220.00
B2.	Furnish and install 4-foot diameter sanitary sewer manhole.	2	ea.	\$1,994.00	\$3,988.00	\$3,610.00	\$7,220.00
B3.	Furnish and install 5-foot diameter sanitary sewer manhole.	1	ea.	\$11,321.00	\$11,321.00	\$4,260.00	\$4,260.00
B4.	Furnish and install 8-inch pvc sanitary sewer pipe.	580	lf.	\$64.85	\$37,613.00	\$81.20	\$47,096.00
B5.	Furnish and install 4-inch pvc sanitary sewer lateral pipe.	90	lf.	\$36.35	\$3,271.50	\$59.30	\$5,337.00
B6.	Reconnect 4-inch sewer service lateral.	15	ea.	\$742.00	\$11,130.00	\$1,525.00	\$22,875.00
B7.	Furnish 1" diameter clean gravel pipe bedding materials.	400	ton	\$17.90	\$7,160.00	\$28.75	\$11,500.00
B8.	Furnish clean import material for trench backfill.	1,990	ton	\$11.60	\$23,084.00	\$5.75	\$11,442.50
Subtotal Schedule B:					\$99,343.50		\$111,950.50
Schedule C: Culinary Water Improvements							
C1.	Remove and salvage fire hydrant.	2	ea.	\$427.00	\$854.00	\$1,160.00	\$2,320.00
C2.	Furnish and install 8-inch diameter C-900 DR18 pvc culinary waterline.	690	lf.	\$35.85	\$24,736.50	\$65.75	\$45,367.50
C3.	Furnish 8-inch gate valve.	2	ea.	\$1,424.00	\$2,848.00	\$2,160.00	\$4,320.00
C4.	Furnish and install fire hydrant.	2	ea.	\$4,380.00	\$8,760.00	\$5,820.00	\$11,640.00
C5.	Waterline connection at Sta 0+09.26 RT 5.70'.	1	ls.	\$5,200.00	\$5,200.00	\$6,260.00	\$6,260.00

Bid Item	Description	Quantity	Unit	Kapp Construction 1595 West 3300 South Ogden, UT 84401		Leon Poulsen Construction Co. 1675 South 1900 West Ogden, UT 84401	
				Unit Price	Total Amount	Unit Price	Total Amount
C6.	Waterline connection at Sta 6+95.13 LT 3.70'.	1	ls.	\$5,245.00	\$5,245.00	\$6,260.00	\$6,260.00
C7.	Connect 3/4" water service lateral.	15	ea.	\$887.00	\$13,305.00	\$800.00	\$12,000.00
C8.	Furnish and install copper water service lateral piping (3/4" diameter).	420	lf.	\$17.80	\$7,476.00	\$43.50	\$18,270.00
C9.	Furnish and install water meter yoke (3/4" diameter).	15	ea.	\$14.50	\$217.50	\$175.00	\$2,625.00
C10.	Furnish and install angle dual check valve (3/4" diameter).	15	ea.	\$76.50	\$1,147.50	\$175.00	\$2,625.00
C11.	Furnish and install locking angle meter valve (3/4" diameter).	15	ea.	\$46.50	\$697.50	\$170.00	\$2,550.00
C12.	Furnish and install water meter expansion nut (3/4" diameter).	15	ea.	\$19.50	\$292.50	\$105.00	\$1,575.00
C13.	Furnish meter box.	15	ea.	\$51.00	\$765.00	\$395.00	\$5,925.00
C14.	Furnish 1" diameter clean gravel pipe bedding materials.	200	ton	\$17.90	\$3,580.00	\$28.75	\$5,750.00
C15.	Furnish clean import material for trench backfill.	800	ton	\$11.60	\$9,280.00	\$5.75	\$4,600.00
Subtotal Schedule C:					\$84,404.50		\$132,087.50
Schedule D: Storm Drain Improvements							
D1.	Connect new storm water pipe to existing storm water junction manhole at Sta 10+37.87 LT 15.70'	1	ea.	\$1,958.00	\$1,958.00	\$1,600.00	\$1,600.00
D2.	Furnish and install 15-inch diameter rcp, Class III storm water pipe.	370	lf.	\$42.90	\$15,873.00	\$72.15	\$26,695.50

Bid Item	Description	Quantity	Unit	Kapp Construction 1595 West 3300 South Ogden, UT 84401		Leon Poulsen Construction Co. 1675 South 1900 West Ogden, UT 84401	
				Unit Price	Total Amount	Unit Price	Total Amount
D3.	Furnish and install 24-inch diameter rcp, Class IV storm water pipe.	285	lf.	\$58.50	\$16,672.50	\$95.05	\$27,089.25
D4.	Furnish and install a cast-in-place hooded storm water inlet catch basin box with troughs.	2	ea.	\$2,670.00	\$5,340.00	\$6,790.00	\$13,580.00
D5.	Furnish and install a cast-in-place combination manhole and hooded storm water inlet catch basin box with troughs.	3	ea.	\$4,293.00	\$12,879.00	\$4,185.00	\$12,555.00
D6.	Furnish 1" diameter clean gravel pipe bedding materials.	525	ton	\$17.90	\$9,397.50	\$28.75	\$15,093.75
D7.	Furnish clean import material for trench backfill.	350	ton	\$11.60	\$4,060.00	\$5.75	\$2,012.50
Subtotal Schedule D:					\$66,180.00	\$98,626.00	
Schedule A: Roadway and Conrete Improvements					\$331,927.50	\$314,012.50	
Schedule B: Sanitary Sewer Improvements					\$99,343.50	\$111,950.50	
Schedule C: Culinary Water Improvements					\$84,404.50	\$132,087.50	
Schedule D: Storm Drain Improvements					\$66,180.00	\$98,626.00	
TOTAL BID:					\$581,855.50	\$656,676.50	
Surety Company				The Guarantee Company of North America		North American Specialty Insurance Company	
City, State				Southfield, MI		Manchester, NH	
Bid Security - Bid Bond Amount				5%		5%	
Contractor's License Number				247650-5501		244670-5551	

Staff Report



To: Mayor Mark Shepherd and City Councilors
From: Rich Knapp, Administrative Services Director
Date: June 7, 2016
Re: Energy Performance Contract Financing and Truth in Taxation

Rich Knapp

Energy Performance Contract Financing

We are looking to RFP for investment banks to bid on a tax exempt lease purchase of \$2.55 million, a 12 year term, with an expected interest rate of about 2.4%. There was some talk of putting more money down upfront to reduce the loan term to something shorter than 12 years, however with low costs of borrowing especially when netted against the city current and future investment rate of return, it is probably better to have a longer term.

We also looked at bonding for this project, but the cost to borrow versus the interest rate was close to the same as the tax exempt lease purchase and the process would be slower and more involved.

Truth in Taxation

Also, we are awaiting taxable valuations from the County. Values will most likely increase, therefore the rate will decrease. Staff recommends keeping the tax rate at .0018, which would require the truth in taxation process. If the city goes through truth in taxation, the final budget will need to be approved on August 9th, instead of June 14th. The County did say the county-wide assessed value increased 8%.

The first of the attached pages is a tax rate calculation illustration and the second page is numbers from last year that we will talk through in the meeting.

TRUTH IN TAXATION EXAMPLE

Property Tax Base
Value - \$ 10 million



Tax Rate - .0100



Property Tax Revenue -
\$100,000



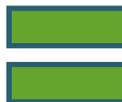
Property Tax Base Value
increases 10% - \$11 million



Truth in Taxation requires a
decrease in the rate of 10% -
.00909



Property Tax revenue still
\$100,000



Clearfield City Property Tax Assessment & Rates 2015

City Property Tax Assessment

		FY15	FY16
Total Value		\$ 1,468,145,177	\$ 1,555,004,422
CDRA	-	213,016,588	248,847,950
		1,255,128,589	1,306,156,472
BOE Adjustment	-	15,727,921	3,725,941
		1,239,400,668	1,302,430,531
5 Yr Collection Rate	x	90.6%	91.2%
Tax Rate Value	<i>a</i>	\$ 1,123,392,765	\$ 1,187,425,915

Fiscal Year 2016 Tax Rate

		FY15 Actual	FY16 Current	FY16 Proposed
Operations Tax Rate	<i>b</i>	0.001037	0.000992	0.001178
Rate Revenue	$(a \times b)$	\$ 1,164,958	\$ 1,177,927	\$ 1,398,788
GO Debt Tax Rate	<i>c</i>	0.000763	0.000622	0.000622
Rate Revenue	$(a \times c)$	\$ 857,149	\$ 738,579	\$ 738,579
Total Rate		0.0018	0.001614	0.0018
Total Rate Revenue		\$ 2,022,107	\$ 1,916,506	\$ 2,137,367

Total Increase to City Revenue to Maintain Rate \$ 220,861

Total Increase to City Revenue Over Prior Year \$ 115,260

Average Home Increase

Average Home Value		\$ 153,000	\$ 157,000	\$ 157,000
Taxable Value (55%)		\$ 84,150	\$ 86,350	\$ 86,350
Certified Tax Rate	x	0.0018	0.001614	0.0018
Avg City Revenue per Home		\$ 151.47	\$ 139.37	\$ 155.43

Avg Per Household Increase to Maintain Rate \$ 16.06

Actual Avg Per Household Increase Over Prior Year \$ 3.96

LONG RANGE STRATEGIC PLAN

CLEARFIELD CITY CORPORATION
ADOPTED JUNE, 2016



PREFACE

This Strategic Plan is the successor to Clearfield City’s Vision 2020 Plan. It is intended to provide overarching, long-term guidance for elected officials, City staff, and other stakeholders regarding the future development, growth, and management of Clearfield City. It identifies principles that will improve the look, feel, and function of our community. It serves as a reference for decision-making and provides a framework for aligning our priorities and resources in pursuit of our goals.

This Plan is not meant to be a list of action items or projects to be checked off as they are completed. Rather, that is the purpose of a companion document to this Plan known as the Comprehensive Action Plan, or “CAP.” The CAP is maintained by City staff and updated as often as necessary. It contains short-term administrative and capital projects that are to be accomplished within the next 24 months. New projects are added to the CAP as directed by the Council or as necessary to carry out the principles in this Strategic Plan.

Community building is a team effort, requiring the participation of residents, neighborhoods, businesses, schools, churches, city government and other local, state, and federal agencies. Our success hinges upon the commitment of each stakeholder, working hand in hand to accomplish our vision. We believe the time is right for bold leadership and ambitious decision-making in order to guarantee the best possible future for our community.



L-R: Mayor Mark Shepherd, Councilmembers Keri Benson, Bruce Young, Kent Bush, Nike Peterson, and Vern Phipps

This Plan includes the following components:

- *Current Conditions*
- *Vision Statement*
- *Policy Priorities*
- *Goals and Strategies*
- *Three Year Project Plans*

CLEARFIELD CITY STAFF

Adam Lenhard, City Manager
JJ Allen, Assistant City Manager
Summer Palmer, Administrative Services
Director
Scott Hodge, Public Works Director
Greg Krusi, Police Chief
Eric Howes, Community Services Director
Stuart Williams, City Attorney

CURRENT CONDITIONS

Clearfield has a 2015 population of approximately 30,500. It encompasses an area of about 7.7 square miles and occupies a key location southwest of Hill Air Force Base—the State’s largest economic engine. Interstate I-15 runs the length of the City with interchanges at 650 N and 700 S / State Road 193, the latter providing the largest corridor for east-west traffic movement in northern Davis County. Clearfield lies 20 miles north of the Salt Lake International Airport.



The City was incorporated in 1946. It developed earlier than surrounding communities and, therefore, most of its housing stock and infrastructure is older. Only 10% of the total land area is undeveloped, but several vacant parcels remain which have significant potential for economic development. Clearfield is somewhat unevenly developed with respect to land use, with 29% being residential, 4% agricultural, 19% industrial and manufacturing, 16% streets or railroads, 9% commercial, and 3% parks, schools and government. Just over 1% would be classified as

mixed-use and the remaining 8% falls within the boundaries of Hill Air Force Base.

In 2013 the median household income was \$48,338, much less than the Davis County average of \$69,707. Nearly 17% of Clearfield residents live in poverty. Approximately 28% of the City’s residents are minorities compared to 14% countywide. Clearfield’s Hispanic population is 16%.

Approximately 40% of all housing units in Clearfield are rentals, which often results in frequent turnover and lower civic engagement. Over 55% of the total housing units are considered “affordable,” which means the household pays less than 30% of its gross monthly income for housing, including taxes and insurance. Although “starter homes” are plentiful, there are relatively few opportunities for “move-up” homes within the City. According to the Wasatch Front Regional Multiple Listing Service, the median home price in the City was \$195,000 in the 4th quarter of 2015, up 8% over the previous year. The inventory of buildable single family lots is very low, with less than 50 remaining and no new single family subdivisions in the planning process.

Clearfield is a major employment center and home to many large companies such as Lifetime Products, Utility Trailer, Orbital ATK, Futura Industries, AAA, Jennmar Corporation, Morgan Industries, and Smith Optics. Many of these businesses are located in or around the Freeport Center, a manufacturing hub in the center of the City that houses over 70 companies and 7,000 employees.

Clearfield City operates under a Six-Member Council form of government with a city manager by ordinance. In this form, the powers of municipal government are vested in a council consisting of six members, one of whom is the mayor. The council is the legislative body and is therefore primarily responsible for setting policy and adopting a balanced budget. The city manager oversees the City’s day-to-day operations. Clearfield City has five departments: Executive (City Attorney, City Recorder, Justice Court, and

Community Development), Administrative Services (Finance, Human Resources, IT, and Utility Billing), Community Services (Parks, Recreation, Arts, Open Space, Cemetery, Facilities, and Aquatic Center), Police, and Public Works (Streets, Water, Sewer, Storm Drain, and Engineering). The City employs approximately 350 people, 98 of whom are full-time.

The Clearfield Police Department consists of 29 sworn officers and various support staff. Their work includes patrol, investigations, records, code enforcement, evidence, and emergency management services. They also oversee the Emergency Communications Center (dispatch), which serves Clearfield and the North Davis Fire District.

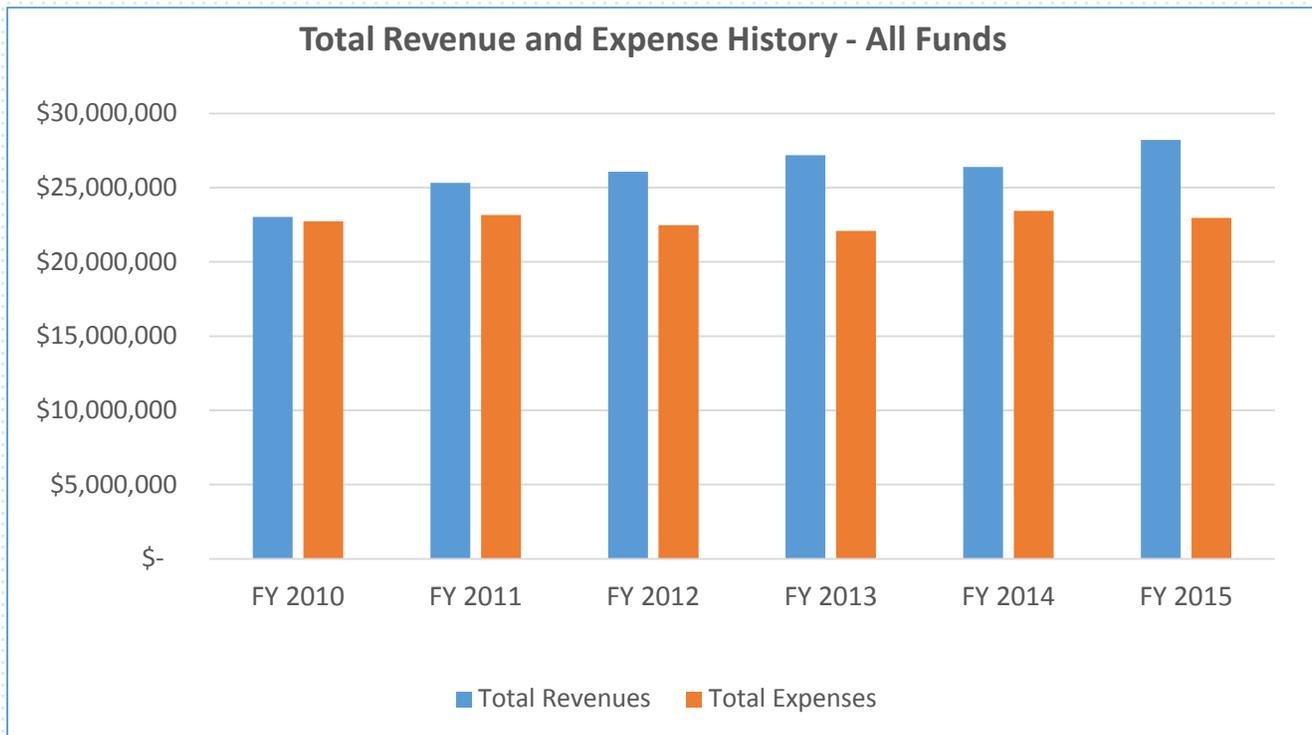
The Community Services Department is responsible for parks, open space, trails, recreation, arts, aquatics, facility maintenance, and cemetery operations. The entire system includes 15 parks with approximately 110 acres of turf, more than 40 open space areas including 146 acres, 7.75 miles of trails, approximately \$27 million worth of facilities, and an 11-acre cemetery. Many of our parks are aging and in need of renovation and newer amenities. The passage of the Parks, Arts, Recreation, Aquatics, and Trails (PARAT) Tax provides us with additional resources to address a number of these critical challenges.



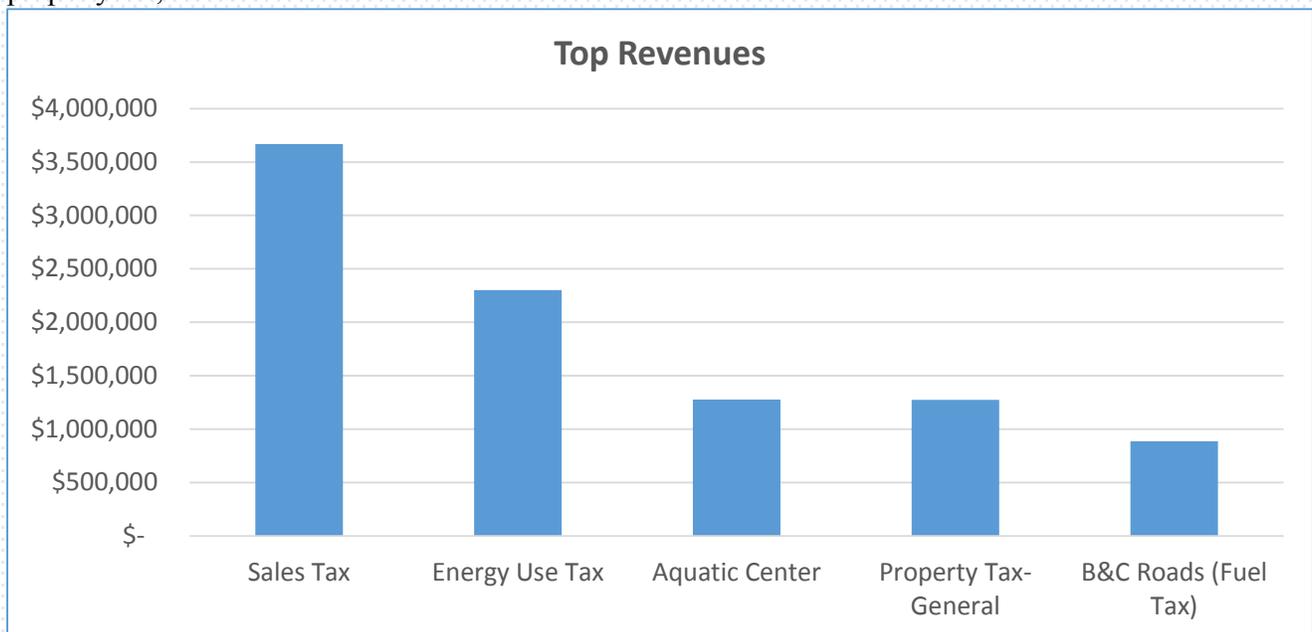
The Public Works Department is responsible for the City's infrastructure and utilities, including water, sewer, storm drain, solid waste and streets. There are approximately 72 miles of roads within the City, and street maintenance remains one of our most significant challenges. A recent change to the motor vehicle fuel tax and a voter-approved sales tax in November, 2015 provided a much-needed increase in funding that the City intends to use to help supplement the City's Class B and C Revenues. The City's utility infrastructure is aging and requires frequent maintenance and upgrades.



The City's \$31 million budget has 13 funds. Utility funds (water, sewer, storm water, and garbage and solid waste) make up a third of the budget. Governmental funds include a \$3.5 million redevelopment fund, two Capital Project funds, and a \$16 million General Fund.



Clearfield's largest non-utility revenue sources include sales tax, energy use tax, Aquatic Center fees, property tax, and motor vehicle fuel tax.



The largest expense is personnel, coming in at just under \$10 million a year. Of the City's current debt, just over \$18 million is still outstanding on the original amounts borrowed of \$45 million. Yearly debt service is about \$2.7 million. By February 2021, the City will have paid off all but one bond and only have \$6.5 million outstanding (for the Aquatic Center) with a yearly debt service of about \$900,000. The last payment

for the Aquatic Center will be made in 2028. Over the next five years, the City may choose to borrow against the new Parks, Arts, Recreation, Aquatics and Trails (PARAT) tax revenue in the amount of about \$2 million. The City may also choose to borrow up to \$7 million for the Maintenance and Operations Center renovations and around \$3 million as part of the Energy Performance Contract where various City facilities receive energy-efficiency upgrades and the debt is serviced by the utility savings.

Clearfield City employs nearly 350 people, 98 of whom are full-time with the organization. At the beginning of Fiscal Year 2016, average tenure for our full-time employees exceeded 10 years. Turnover has been relatively high, however, as the economy has rebounded. The job market is competitive with extremely low unemployment. Recruitment is an ongoing challenge, especially in public safety.



VISION STATEMENT

The Vision Statement identifies the ideal conditions we desire to establish in Clearfield. It is a lofty—yet attainable—standard that we believe offers the best possible opportunities for prosperity and livability for our residents and business community.

Public feedback on the Vision Statement was solicited throughout 2015 at City Council Neighborhood Meetings and other forums. The final draft is shown below.

OUR VISION

A clean, attractive and affordable city
Efficient and responsive municipal services
A transparent, fiscally-sound government
Exceptional parks, recreation, schools and events
Convenient shopping and employment opportunities
Safe, friendly neighborhoods
A caring and involved community



POLICY PRIORITIES

The Policy Priorities provide guidance for the overall direction of Clearfield City Corporation. They are the most important responsibilities we bear as a service provider and employer. All legislative and administrative activities should be carried out in support of these priorities.

This document also includes Clearfield City Corporation’s Core Values—eight attributes for measuring employee performance. They are the foundation upon which we perform work and conduct ourselves.



POLICY PRIORITIES

Providing Quality Municipal Services

- ◆ Continuous improvement through innovation
- ◆ Fiscal responsibility, transparency and ethics
- ◆ Well-planned facilities and infrastructure

Improving Clearfield’s Image, Livability and Economy

- ◆ High quality economic development
- ◆ Beautification
- ◆ Community pride, investment and involvement
- ◆ Outstanding arts, recreation, events and public safety

Maintaining a Highly Motivated and Well-Trained Workforce

- ◆ Competitive wages and benefits
- ◆ Proper training and equipment
- ◆ Fairness, accountability and ownership
- ◆ Commitment to workplace safety

CORE VALUES

Communication, Customer Service, Dependability, Initiative, Productivity, Professionalism, Quality, Teamwork



GOALS AND STRATEGIES

A. PROVIDING QUALITY MUNICIPAL SERVICES

Cities exist to provide basic services for their residents. In Clearfield, we strive not only to meet the needs of our residents but to exceed their expectations by providing the highest quality municipal services. This will be achieved through:

- Continuous Improvement through Innovation
- Fiscal Responsibility, Transparency and Ethics
- Well-Planned Facilities and Infrastructure

The following strategies will be implemented to meet this goal:



- *Make timely investments in our facilities and infrastructure to ensure long-term sustainability and lowest cost of maintenance.*
- *Safeguard public health through the effective and reliable provision of water, sewer, storm drain, and solid waste utilities.*
- *Develop a safe, well-maintained, and efficient street network.*
- *Provide safety and security for the community through professional and caring law enforcement and fire protection services.*
- *Facilitate the orderly development of land consistent with the City's General Plan.*
- *Ensure the fair and impartial adjudication of criminal and civil matters.*
- *Improve victim advocacy and assistance through a community-wide approach with all stakeholders.*
- *Set the standard in northern Utah for parks and open space, trails, aquatics, recreation and arts programs, and public facilities that are attractive and accessible to all people.*
- *As elected officials and staff, represent the community with integrity and fairness in our public service and policy-making.*
- *Be fair and transparent in our stewardship of taxpayer dollars.*
- *Continue to update and implement long-range financial models for capital facility and equipment replacement.*
- *Leverage technology to increase the effectiveness and timeliness of our services.*
- *Strive for transparent and honest communication.*
- *Enhance the City's disaster preparedness through proper training and emergency planning.*

B. IMPROVING CLEARFIELD'S IMAGE, LIVABILITY AND ECONOMY

Clearfield's resurgence will accelerate as its image, livability and economy improve. This will be accomplished through:

- High Quality Economic Development
- Beautification
- Community Pride, Investment, and Involvement
- Outstanding Arts, Recreation, Events, and Public Safety

The following strategies will be implemented to meet this goal:

- *Facilitate the revitalization and renewal of the City.*
- *Eliminate blight and actively pursue citywide beautification.*
- *Utilize proven economic development tools to strengthen the local economy.*
- *Incentivize and promote downtown redevelopment to create a vibrant, attractive, and healthy urban setting.*
- *Pursue a balanced and orderly approach to land use.*
- *Support new commercial development, with emphasis on the Legend Hills area and our two I-15 interchanges and along State Street, Main Street, SR 193, and 1700 S.*
- *Strengthen our manufacturing base.*
- *Encourage community involvement through a wide variety of unique, high-quality arts and culture programs.*
- *Develop attractive, safe, and modern outdoor recreation facilities.*
- *Provide and facilitate a variety of meaningful and accessible recreational experiences for our residents.*
- *Prioritize community outreach and education to increase community awareness and involvement.*
- *Utilize proven community-oriented policing programs to strengthen relationships and prevent crime.*
- *Promote the 4th of July Celebration as the region's leading holiday event.*
- *Maximize political influence to support local, statewide, and national policies that will improve and protect Clearfield's interests.*
- *Continue to strengthen our partnership with Hill Air Force Base and work together on mutually beneficial goals.*



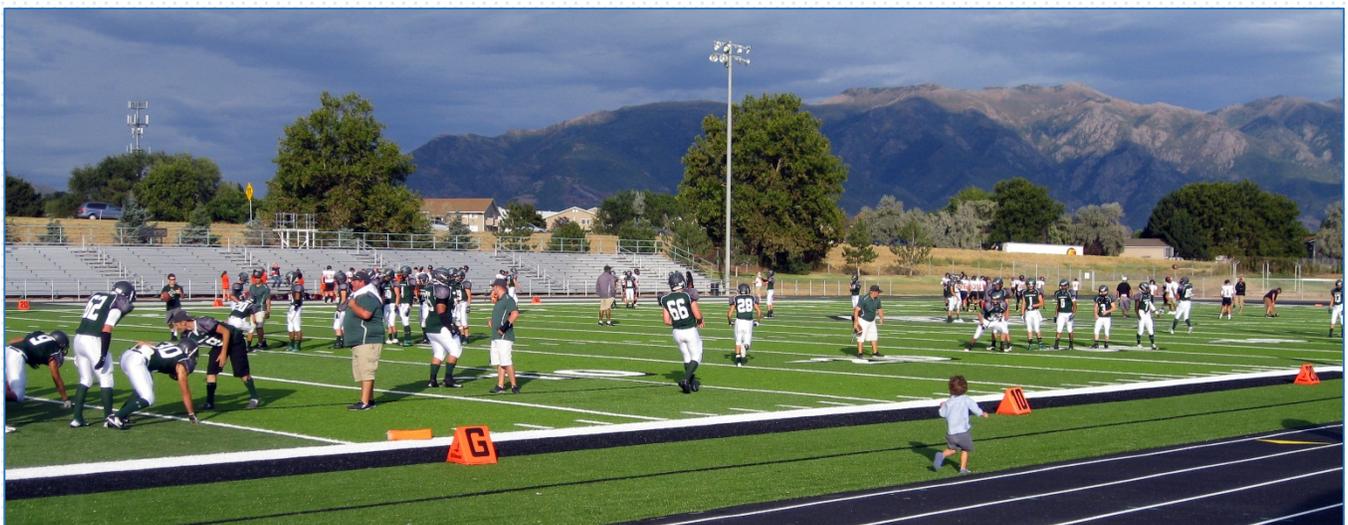
C. MAINTAINING A HIGHLY MOTIVATED AND WELL-TRAINED WORKFORCE

The successful attainment of our goals relies on the development and maintenance of a highly motivated and well-trained workforce whose efforts are aligned with the organization's Core Values of Communication, Customer Service, Dependability, Initiative, Productivity, Professionalism, Quality, and Teamwork. This will be accomplished through:

- Competitive Wages and Benefits
- Proper Training and Equipment
- Fairness, Accountability and Ownership
- Commitment to Workplace Safety

The following strategies will be implemented to meet this goal:

- *Fund the City's new compensation plan in order to provide wages and benefits that are competitive, sustainable, and consistent.*
- *Provide training and education opportunities that enable employees to develop and refine the skills necessary to succeed in their current and future positions within the organization.*
- *Reduce costs and increase the efficiency of staff by utilizing the best equipment, information technology, and procedures.*
- *Cultivate a safe, healthy, and positive workplace where employees want to work.*
- *Engage employees through appropriate social activities, events, and recognition.*
- *Develop personnel policies that balance the needs of the organization with those of the employees.*
- *Foster an environment where the concerns and ideas of all employees can be heard.*
- *Provide the flexibility our employees need to be successful in their public service. Empower them to make decisions.*



THREE YEAR PROJECT PLAN
Fiscal Years 2017 - 2019
STREETS



PURPOSE

This Plan identifies a three-year project list and tentative budget for public street maintenance and construction projects in Clearfield City. Sidewalk projects are also included herein. By following this Plan, we will be able to utilize limited resources in a way that generates the most value for our residents. The projects listed herein have been carefully vetted. This Plan is intended to provide guidance during the annual budget process, and should be updated each year as priorities evolve so that we are always looking ahead at three years of projects.

EVALUATION CRITERIA

Careful foresight and planning are necessary to ensure the efficient use of resources. Street improvement projects are evaluated on the following criteria (in no particular order):

Street Age and Condition

Streets naturally deteriorate and tend to have a predictable life-cycle. A general correlation exists between the age of a street and its condition—the newer the street, the better its condition. Older streets in poorer condition are generally a higher priority.

Coordination with Utility Projects

Our streets and sidewalks serve as conduits for vehicular/pedestrian traffic as well as public utilities. By coordinating street maintenance with utility repairs and upgrades, we can minimize road cuts and construction times and benefit from overlapping budgets.

Traffic Volume

Streets with higher traffic volumes should be generally be improved before those with less traffic, thereby benefitting the greatest number of our residents. Maintenance of cul-de-sacs and dead-end streets is projected to be minimal.

Treatment Variety and Timing

Pavement lifetime can be extended through regular maintenance, which requires the right treatment at the right time. By applying a variety of treatments each year we can address the needs of different types of roads.

Safety

Streets or sidewalks which are hazardous or unsafe—either due to design or condition—should be addressed as soon as reasonably possible. Emergency repairs will be handled on an as-needed basis outside of the scope of this Plan.

Service Area Expansion

Projects that expand and enhance the reach of our transportation network are of value to both vehicular and pedestrian traffic. These projects may be tied to new development or they may be a City responsibility.

TENTATIVE THREE-YEAR STREETS BUDGET

Three Year Recommended Streets Capital Project Plan				
	FY17	FY18	FY19	3-YR TOTAL
Beginning Balance	\$ 974,000	\$ -	\$ (423,600)	
Class C Revenue	\$ 950,000	\$ 950,000	\$ 950,000	\$ 2,850,000
Transportation Tax Revenue	\$ 330,000	\$ 335,000	\$ 335,000	\$ 1,000,000
Grant / Other Revenue	\$ -	\$ -	\$ 2,300,000	\$ 2,300,000
General Fund Expense	\$ 342,858		\$ -	\$ 342,858
(Debt Service)	\$ (278,163)	\$ (280,000)	\$ (280,000)	\$ (838,163)
(Operations)	\$ (415,695)	\$ (430,000)	\$ (445,000)	\$ (1,290,695)
TOTAL AVAILABLE FOR PROJECTS	\$ 1,903,000	\$ 575,000	\$ 2,436,400	\$ 4,364,000
Planned Projects	\$ 1,903,000	\$ 998,600	\$ 4,468,500	\$ 7,370,100
Ending Balance	\$ -	\$ (423,600)	\$ (2,032,100)	\$ (3,006,100)

TENTATIVE THREE-YEAR STREETS CAPITAL IMPROVEMENT PROJECTS

Planned streets projects for the next three fiscal years are shown on the following pages.

THREE YEAR RECOMMENDED STREETS PROJECT PLAN

FISCAL YEAR 2017 (July 1, 2016 to June 30, 2017)

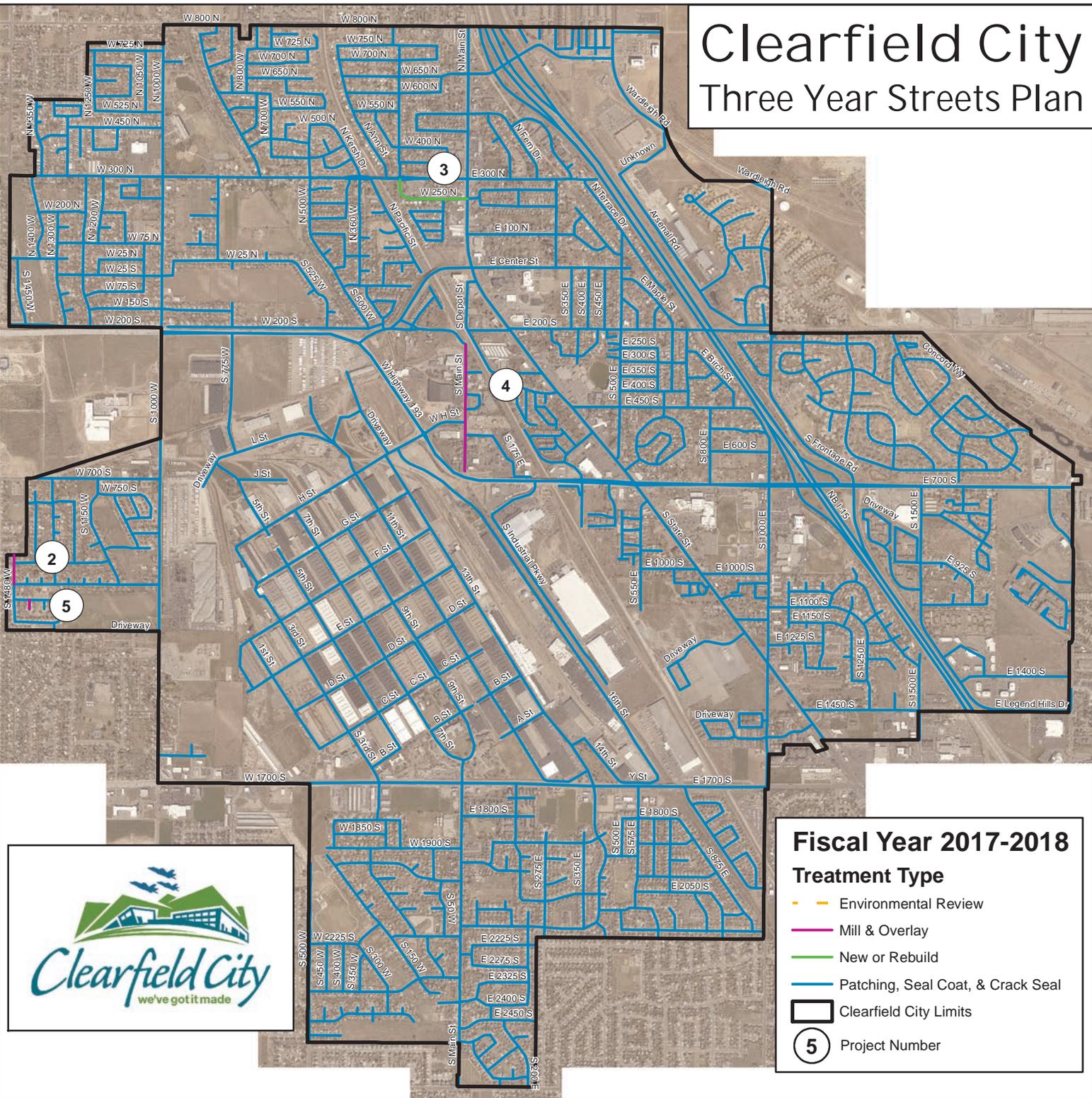
Project ID	Project Description	Treatment Type			Project Total	Coordinated With City Utility Project (Type)
		Patching, Seal Coat & Crack Seal	Mill & Overlay	New or Rebuild		
STRMAINT	Annual Maintenance (includes FY16 carryover projects)	\$ 682,000			\$ 682,000	
200ST	700 S 1000 W to 1500 W interchange and ROW			\$ 665,000	\$ 665,000	Water and Storm Drain
ST3	300 N Asphalt Overlay		\$ 192,000		\$ 192,000	
0197ST	Pacific Street (FY15 carryover)			\$ 300,000	\$ 300,000	
201ST	1000 East 1700 South sidewalk			\$ 10,000	\$ 10,000	State Grant \$24,500
202ST	300 N STIP Environmental Review				\$ 30,000	
203ST	800 N STIP Environmental Review				\$ 24,000	
Amount Per Treatment Type		\$ 682,000	\$ 192,000	\$ 975,000		
Percentage of Overall Projects Budget		36%	10%	51%		
Fiscal Year Total					\$ 1,903,000	

THREE YEAR RECOMMENDED STREETS PROJECT PLAN

FISCAL YEAR 2018 (July 1, 2017 to June 30, 2018)

Project ID	Project Description	Treatment Type			Project Total	Coordinated With City Utility Project (Type)
		Patching, Seal Coat & Crack Seal	Mill & Overlay	New or Rebuild		
STRMAINT	Annual Maintenance	\$ 400,000			\$ 400,000	
230ST	1480 West, 955 South to 1060 South overlay, repair damage C, G & S		\$ 85,000		\$ 85,000	Water
240ST	250 North, N. Main to 300 N. - full mill, repair damaged C. G. & S.			\$ 179,000	\$ 179,000	Water, Sewer and Storm Drain
206ST	South Main Street - leveling course, 2" overlay 700 S to 200 S		\$ 236,600		\$ 236,600	
250ST	1425 West, 975 S. to 1150 S. 2" overlay, repair damaged C. G. & S.		\$ 98,000		\$ 98,000	Water
207ST	TIGER Grant projects - 15% match				\$ -	Subject to grant approval
					\$ -	
Amount Per Treatment Type		\$ 400,000	\$ 419,600	\$ 179,000		
Percentage of Overall Projects Budget		40%	42%	18%		
Fiscal Year Total					\$ 998,600	

Clearfield City Three Year Streets Plan



Fiscal Year 2017-2018

Treatment Type

- Environmental Review
- Mill & Overlay
- New or Rebuild
- Patching, Seal Coat, & Crack Seal
- Clearfield City Limits

5 Project Number

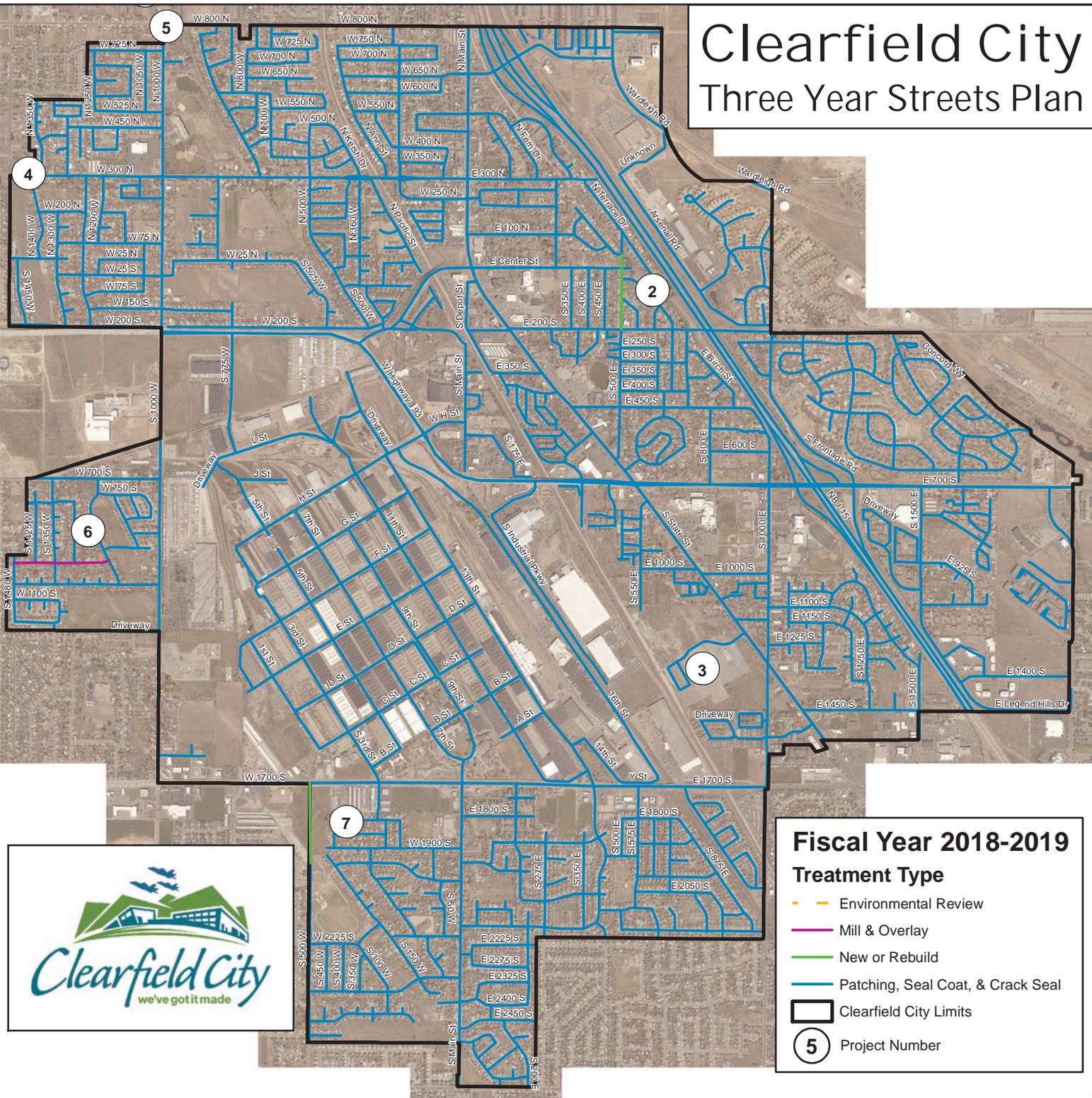


THREE YEAR RECOMMENDED STREETS PROJECT PLAN

FISCAL YEAR 2019 (July 1, 2018 to June 30, 2019)

Project ID	Project Description	Treatment Type			Project Total	Coordinated With City Utility Project (Type)
		Patching, Seal Coat & Crack Seal	Mill & Overlay	New or Rebuild		
STRMAINT	Annual Maintenance	\$ 400,000			\$ 400,000	
213ST	500 E, Lynnwood to 200 S reconstruct			\$ 180,000	\$ 180,000	
214ST	FrontRunner Pedestrian / Vehicular Crossing (\$1.7M CMAQ funding)			\$ 3,500,000	\$ 3,500,000	
215ST	300 N widening at West Point			\$ 115,500	\$ 115,500	
216ST	800 N widening at Sunset			\$ 190,000	\$ 190,000	
250ST	975 South, 1480 W. to 1150 W. 2" overlay, repair damaged C. G. & S.		\$ 83,000		\$ 83,000	Water
Amount Per Treatment Type		\$ 400,000	\$ 83,000	\$ 3,985,500		
Percentage of Overall Projects Budget		9%	2%	89%		
Fiscal Year Total					\$ 4,468,500	

Clearfield City Three Year Streets Plan



Fiscal Year 2018-2019

Treatment Type

- Environmental Review
- Mill & Overlay
- New or Rebuild
- Patching, Seal Coat, & Crack Seal
- Clearfield City Limits
- Project Number



THREE YEAR PROJECT PLAN
Fiscal Years 2017 - 2019

FACILITIES, PARKS, AND OPEN SPACE



PURPOSE

This Plan identifies a three-year project list and tentative budget for public facilities, parks, and open space projects in Clearfield City. By following this Plan, we will be able to utilize limited resources in a way that generates the most value for our residents. The projects listed herein have been carefully vetted. This Plan is intended to provide guidance during the annual budget process, and should be updated each year as priorities evolve so that we are always looking ahead at three years of projects.

EVALUATION CRITERIA

Careful foresight and planning are necessary to ensure the efficient use of resources. Facilities, parks, and open space improvement projects are evaluated on the following criteria (in no particular order):

Facility Age and Condition

As our facilities age they require ongoing maintenance and repairs. Those that show signs of wear and deterioration should be scheduled for repair. Some projects may need to be performed proactively; others may take place only when necessary to replace inadequate or nonfunctioning equipment.

Facility Usage

Facilities, parks, and open spaces with higher usage should be generally be improved before those with less, thereby benefitting the greatest number of our residents.

Project Variety

Our facilities, parks, and open spaces are designed to serve a variety of different functions and activities. By scheduling a variety of projects each year we can address more functions and activities and ensure the overall sustainability of these areas.

Safety

Facilities, parks, or open spaces which are hazardous or unsafe—either due to design or condition—should be addressed as soon as reasonably possible. Emergency repairs will be handled on an as-needed basis outside of the scope of this Plan.

Service Enhancement

Certain projects may be selected due to their ability to enhance quality of life for our residents or expand the reach of our service area.



TENTATIVE THREE-YEAR FACILITIES, PARKS, AND OPEN SPACE PROJECT BUDGET

Operational costs are not included since a majority of these projects come from the General Fund. Associated project management and personnel costs are largely fixed and take place without the need of additional operational costs.

In fiscal years 2017 and 2018 we anticipate significant project costs, whereas FY19 should have less expensive projects.

Three Year Recommended Facilities, Parks, and Open Space Capital Project Plan				
	FY17	FY18	FY19	3-YR TOTAL
Restricted Revenues / Other Credits	\$ 2,203,802	\$ 272,081	\$ 229,345	\$ 2,705,228
Planned Projects	\$ 3,113,802	\$ 1,072,081	\$ 560,345	\$ 4,746,228
TOTAL EXPENSE	\$ 910,000	\$ 800,000	\$ 331,000	\$ 2,041,000



TENTATIVE THREE-YEAR FACILITIES, PARKS, AND OPEN SPACE CAPITAL IMPROVEMENT PROJECTS

Planned projects for the next three fiscal years are shown on the following pages.

THREE YEAR RECOMMENDED FACILITIES, PARKS, AND OPEN SPACE PROJECT PLAN

FISCAL YEAR 2017 (July 1, 2016 to June 30, 2017)

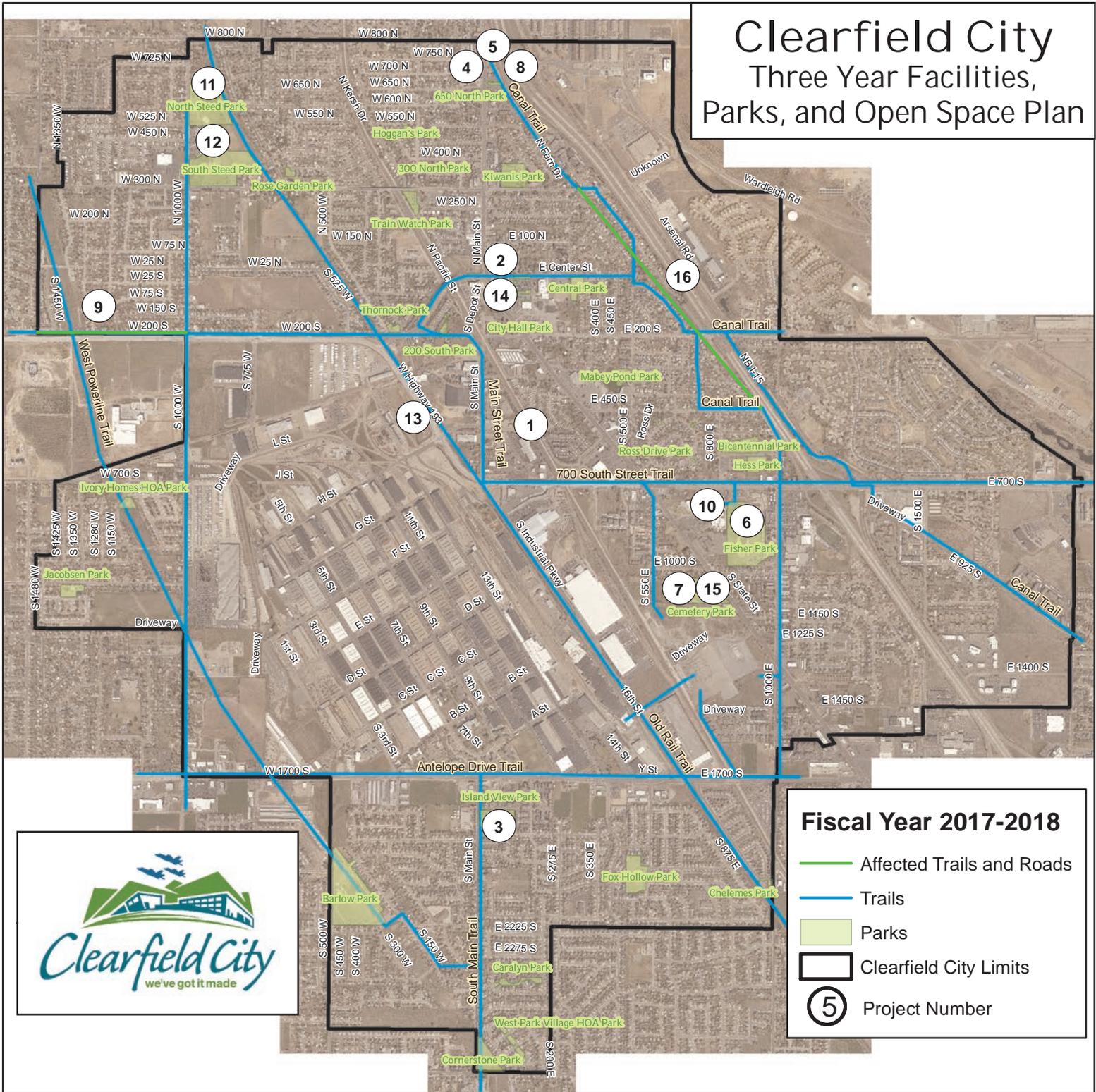
Project #	Project Description	Cost Estimate
CS0187	Shops Maintenance and Operations Center PH 2 design (carryover from FY16)	\$ 40,000
CS0187	Shops Maintenance and Operations Center PH 2A construction	\$ 390,000
CS0187	Shops Maintenance and Operations Center storage loft	\$ 15,000
CS024	City Hall water heater #1 and #2 replacement	\$ 20,000
CS025	CAFC diving board, handicap lifts, and Gemini vacuum	\$ 33,000
CS026	Arts Center architectural design - interior	\$ 20,000
CS027	Rail Trail resurfacing	\$ 20,000
CS028	Canal Trail resurfacing Ph 2	\$ 25,000
CS029	D & RGW Rail Trail and Canal Trail landscaping	\$ 25,000
CS030	Trails Master Plan	\$ 10,000
CS031	SR 193 Landscaping - 200 S Trail and Center Street (offsetting revenue from UDOT received in FY15)	\$ 77,000
CS032	Island View design	\$ 5,000
CS033	Steed electrical wiring	\$ 125,000
CS034	Train Watch playground	\$ 60,000
CS035	Cemetery sprinkler laterals (Perpetual Cemetery Fund project)	\$ 15,000
CS036	Cemetery lighting - flagpole area (Perpetual Cemetery Fund project)	\$ 10,000
CS037	Holiday Lighting Ph 2	\$ 20,000
CS038	ESCO Projects: CAFC Natatorium lighting upgrade with controls (\$187,008), City Hall lighting upgrade with controls (\$181,871), CAFC HVAC (\$1,286,771), Street light acquisition and conversion to LED (\$766,932), plus admin and finance costs. Total over 12 years = \$2,990,330.	\$ 203,802
CS039	PARAT Projects	\$ 2,000,000
Fiscal Year Total		\$ 3,113,802

THREE YEAR RECOMMENDED FACILITIES, PARKS, AND OPEN SPACE PROJECT PLAN

FISCAL YEAR 2018 (July 1, 2017 to June 30, 2018)

Project #	Project Description	Cost Estimate
CS040	Maintenance and Operations Center PH 2B construction	\$ 390,000
CS041	Arts Center electrical panel	\$ 60,000
CS042	Island View Irrigation and Lighting Renovation	\$ 125,000
CS043	650 North power addition for irrigation controls	\$ 10,000
CS044	Tap into water supply North of 650 N.	\$ 15,000
CS045	Fisher Park parking lot drain repair	\$ 25,000
CS046	Gateway Signs and Landscaping	\$ 50,000
CS047	Tween Fitness Xergym	\$ 50,000
CS048	North Steed - new playground	\$ 60,000
CS049	Steed aerators	\$ 10,000
CS050	H Street Park / SR 193 landscaping	\$ 25,000
CS051	Cemetery Design Project - west side	\$ 30,000
CS038	ESCO Projects: CAFC Natatorium lighting upgrade with controls (\$187,008), City Hall lighting upgrade with controls (\$181,871), CAFC HVAC (\$1,286,771), Street light acquisition and conversion to LED (\$766,932), plus admin and finance costs. Total over 12 years = \$2,990,330.	\$ 222,081
Fiscal Year Total		\$ 1,072,081

Clearfield City Three Year Facilities, Parks, and Open Space Plan



Fiscal Year 2017-2018

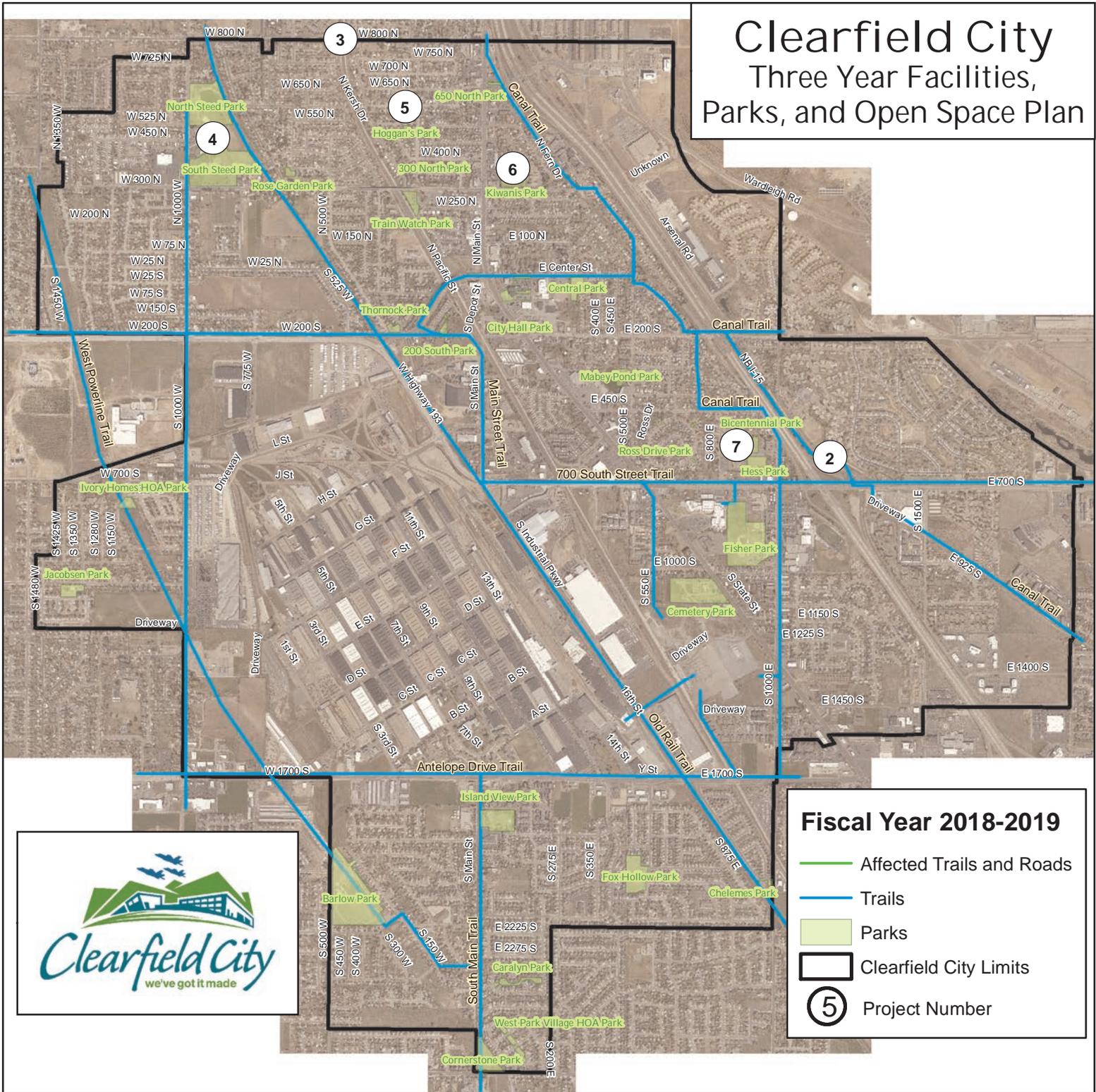
- Affected Trails and Roads
- Trails
- Parks
- Clearfield City Limits
- 5 Project Number

THREE YEAR RECOMMENDED FACILITIES, PARKS, AND OPEN SPACE PROJECT PLAN

FISCAL YEAR 2019 (July 1, 2018 to June 30, 2019)

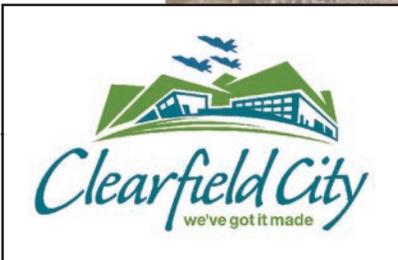
Project #	Project Description	Cost Estimate
CS052	UPS Battery replacement	\$ 10,000
CS053	Landscape E Side of S 1000 E to S. Frontage Rd.	\$ 75,000
CS054	Landscape 800 North Bridge	\$ 21,000
CS055	Steed Infield renovation	\$ 45,000
CS056	Hoggans irrigation controls renovation	\$ 10,000
CS057	Kiwanis North Irrigation renovation	\$ 10,000
CS058	Bicentennial Irrigation renovation and new controls	\$ 100,000
CS059	City Hall Steps replacement (West and South)	\$ 35,000
CS060	Shops Maintenance and Operations Center PH 3 preliminary design	\$ 25,000
CS038	ESCO Projects: CAFC Natatorium lighting upgrade with controls (\$187,008), City Hall lighting upgrade with controls (\$181,871), CAFC HVAC (\$1,286,771), Street light acquisition and conversion to LED (\$766,932), plus admin and finance costs. Total over 12 years = \$2,990,330.	\$ 229,345
Fiscal Year Total		\$ 560,345

Clearfield City Three Year Facilities, Parks, and Open Space Plan



Fiscal Year 2018-2019

- Affected Trails and Roads
- Trails
- Parks
- Clearfield City Limits
- Project Number



THREE YEAR PROJECT PLAN
Fiscal Years 2017 - 2019
WATER



PURPOSE

This Plan identifies a three-year project list and tentative budget for public water utility maintenance and construction projects in Clearfield City. By following this Plan, we will be able to utilize limited resources in a way that generates the most value for our residents. The projects listed herein have been carefully vetted. This Plan is intended to provide guidance during the annual budget process, and should be updated each year as priorities evolve so that we are always looking ahead at three years of projects.

EVALUATION CRITERIA

Careful foresight and planning are necessary to ensure the efficient use resources. Water utility improvement projects are evaluated on the following criteria (in no particular order):

Water System Materials and Condition

Certain materials used in the past for water system construction may not be preferred today due to durability or other factors. Older water lines, valves, storage reservoirs, wells, etc. built from less-desirable materials should be upgraded over time. Likewise, water system components that show signs of wear and deterioration should be scheduled for repair.

Coordination with Other Utility Projects

The water utility system often shares the public right-of-way with other utilities. By coordinating water system maintenance with other utility repairs and upgrades, we can minimize construction times and benefit from overlapping budgets.

Service Volume

Water system components with higher volumes should generally be repaired before smaller ones, thereby benefitting the greatest number of our residents. The smallest water lines, such as individual service lines up to the meter, will only be repaired or replaced as necessary.

System Capacity and New Growth

Water system improvements meant to serve new growth or expand system capacity should be addressed regularly to ensure that we can meet the ongoing needs of our residents.

Safety

Hazardous or unsafe water system components should be addressed as soon as reasonably possible. Emergency repairs will be handled on an as-needed basis outside of the scope of this Plan.

Service Area Expansion

Projects that expand and enhance the reach of our water system are of value to our residents. These projects may be tied to new development or they may be a City responsibility.

TENTATIVE THREE-YEAR WATER UTILITY BUDGET

Three Year Recommended Water Capital Project Plan				
	FY17	FY18	FY19	TOTAL
Beginning Fund Balance	\$ 4,255,000	\$ 1,347,996	\$ 310,196	
Water Service Fees	\$ 3,275,000	\$ 3,275,000	\$ 3,275,000	\$ 9,825,000
Water Impact Fee Use	\$ 131,500	\$ 160,000	\$ 160,000	\$ 451,500
Bond Proceeds	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ 35,000	\$ 35,000	\$ 35,000	\$ 105,000
(Debt Service)	\$ (333,200)	\$ (331,800)	\$ (330,000)	\$ (995,000)
(Operations)	\$ (2,791,819)	\$ (2,800,000)	\$ (2,825,000)	\$ (8,416,819)
TOTAL AVAILABLE FOR PROJECTS	\$ 4,571,481	\$ 1,686,196	\$ 625,196	\$ 969,681
Planned Projects	\$ 3,223,485	\$ 1,376,000	\$ 1,034,100	\$ 5,633,585
Ending Fund Balance	\$ 1,347,996	\$ 310,196	\$ (408,904)	\$ (4,663,904)



TENTATIVE THREE-YEAR WATER UTILITY CAPITAL IMPROVEMENT PROJECTS

Planned projects for the next three fiscal years are shown on the following pages.

THREE YEAR RECOMMENDED WATER PROJECT PLAN

FISCAL YEAR 2017 (July 1, 2016 to June 30, 2017)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
PW0180	Z Street, 13th to 15th (FY16 carryover)	\$ 315,000	Sewer
0186W	350 W, 2300 S TO 2225 S - CDBG (FY16 carryover)	\$ 150,000	Sewer and Storm Drain
0196W	1150 W, 1045 S to 960 S, new 8" line (carryover from FY16)	\$ 145,000	
0194W	300 N, 360 W to 825 W - 12" line (FY16 carryover) - \$83k IF	\$ 450,000	
0195W	25 N, 1400 W to 1450 W - line replacement (FY16 carryover)	\$ 105,533	
199W	700 South 1350 East emergency repair (FY16 carryover)	\$ 185,000	
187W	Shops Maintenance and Operations Center PH II design (carryover from FY16)	\$ 40,000	
PW0140	New 18" line at Legend Hills (FY16 carryover)	\$ 440,000	
PW0114	700 South Well (FY16 carryover)	\$ 130,000	
204W	Freeport Booster Pump Rebuild	\$ 12,000	
200W	700 S, 1000 W to 1500 W (\$48,500 IF)	\$ 275,000	Storm Drain and Streets
PW0116	PRVs to SCADA (carryover)	\$ 44,000	
187W	Shops Maintenance and Operations Center PH II construction	\$ 781,952	
210W	Software update	\$ 40,000	Streets, Sewer, Storm, Garbage
220W	1450 S, State to 1000 E	\$ 110,000	Storm Drain
Fiscal Year Total		\$ 3,223,485	

THREE YEAR RECOMMENDED WATER PROJECT PLAN

FISCAL YEAR 2018 (July 1, 2017 to June 30, 2018)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
208W	Freeport pump house remodel	\$ 430,000	
209W	10" Waterline State Street, 700 South to 1300 South for Clfd. Station Dev. (IF)	\$ 473,000	
230W	8" Waterline 1480 West, 955 South to 1060 South	\$ 90,000	Street overlay
211W	Update Water Capital Facility Plan	\$ 8,000	
250W	8" Waterline 1425 West, 975 South to 750 South	\$ 165,000	Street overlay
240W	8" Waterline 250 North, North Main to 300 North	\$ 210,000	sewer, storm, street
Fiscal Year Total		\$ 1,376,000	

THREE YEAR RECOMMENDED WATER PROJECT PLAN

FISCAL YEAR 2019 (July 1, 2018 to June 30, 2019)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
217W	Freeport South Well Building Upgrade	\$ 350,000	
218W	10" Waterline 1000 East, 700 South to 450 South (IF)	\$ 189,100	
219W	Close 200 South Well	\$ 75,000	
250W	8" Waterline 975 South, 1480 West to 1150 West	\$ 215,000	Street
260W	8" Waterline 500 East, Lynnwood to 200 South	\$ 180,000	Street, Sewer, and Storm Drain
222W	Shops Maintenance and Operations Center PH III preliminary design	\$ 25,000	
Fiscal Year Total		\$ 1,034,100	

THREE YEAR PROJECT PLAN
Fiscal Years 2017 - 2019
SANITARY SEWER



PURPOSE

This Plan identifies a three-year project list and tentative budget for public sewer utility maintenance and construction projects in Clearfield City. By following this Plan, we will be able to utilize limited resources in a way that generates the most value for our residents. The projects listed herein have been carefully vetted. This Plan is intended to provide guidance during the annual budget process, and should be updated each year as priorities evolve so that we are always looking ahead at three years of projects.

EVALUATION CRITERIA

Careful foresight and planning are necessary to ensure the efficient use resources. Sanitary sewer utility improvement projects are evaluated on the following criteria (in no particular order):

Sewer Line Material and Condition

Certain materials used in the past for sewer line construction may not be preferred today due to durability or other factors. Older sewer lines built from less-desirable materials should be upgraded over time. Likewise, sewer lines that show signs of wear and deterioration should be scheduled for repair.

Coordination with Other Utility Projects

Sewer lines often share the public right-of-way with other utilities. By coordinating sewer line maintenance with other utility repairs and upgrades, we can minimize construction times and benefit from overlapping budgets.

Service Volume

Sewer lines with higher volumes should generally be repaired before smaller ones, thereby benefitting the greatest number of our residents. The smallest sewer lines, such as individual laterals within the public right-of-way, will only be repaired or replaced as necessary.

System Capacity and New Growth

Sewer system improvements meant to serve new growth or expand system capacity should be addressed regularly to ensure that we can meet the ongoing needs of our residents.

Safety

Hazardous or unsafe sewer lines should be addressed as soon as reasonably possible. Emergency repairs will be handled on an as-needed basis outside of the scope of this Plan.

Service Area Expansion

Projects that expand and enhance the reach of our sewer system are of value to our residents. These projects may be tied to new development or they may be a City responsibility.

TENTATIVE THREE-YEAR SANITARY SEWER UTILITY BUDGET

Three Year Recommended Sewer Capital Project Plan				
	FY17	FY18	FY19	TOTAL
Beginning Fund Balance	\$ 2,116,000	\$ 925,501	\$ 775,501	
Sewer Service Fees	\$ 3,956,900	\$ 3,970,000	\$ 3,980,000	\$ 11,906,900
Sewer Impact Fee Use	\$ 267,000	\$ 65,000	\$ 65,000	\$ 397,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000
(Debt Service)	\$ -	\$ -	\$ -	\$ -
(Operations)	\$ (3,617,447)	\$ (3,640,000)	\$ (3,660,000)	\$ (10,917,447)
TOTAL AVAILABLE FOR PROJECTS	\$ 2,727,453	\$ 1,325,501	\$ 1,165,501	\$ 1,401,453
Planned Projects	\$ 1,801,952	\$ 550,000	\$ 585,000	\$ 2,936,952
Ending Fund Balance	\$ 925,501	\$ 775,501	\$ 580,501	\$ (1,535,499)



TENTATIVE THREE-YEAR SANITARY SEWER UTILITY CAPITAL IMPROVEMENT PROJECTS

Planned projects for the next three fiscal years are shown on the following pages.

THREE YEAR RECOMMENDED SEWER PROJECT PLAN

FISCAL YEAR 2017 (July 1, 2016 to June 30, 2017)

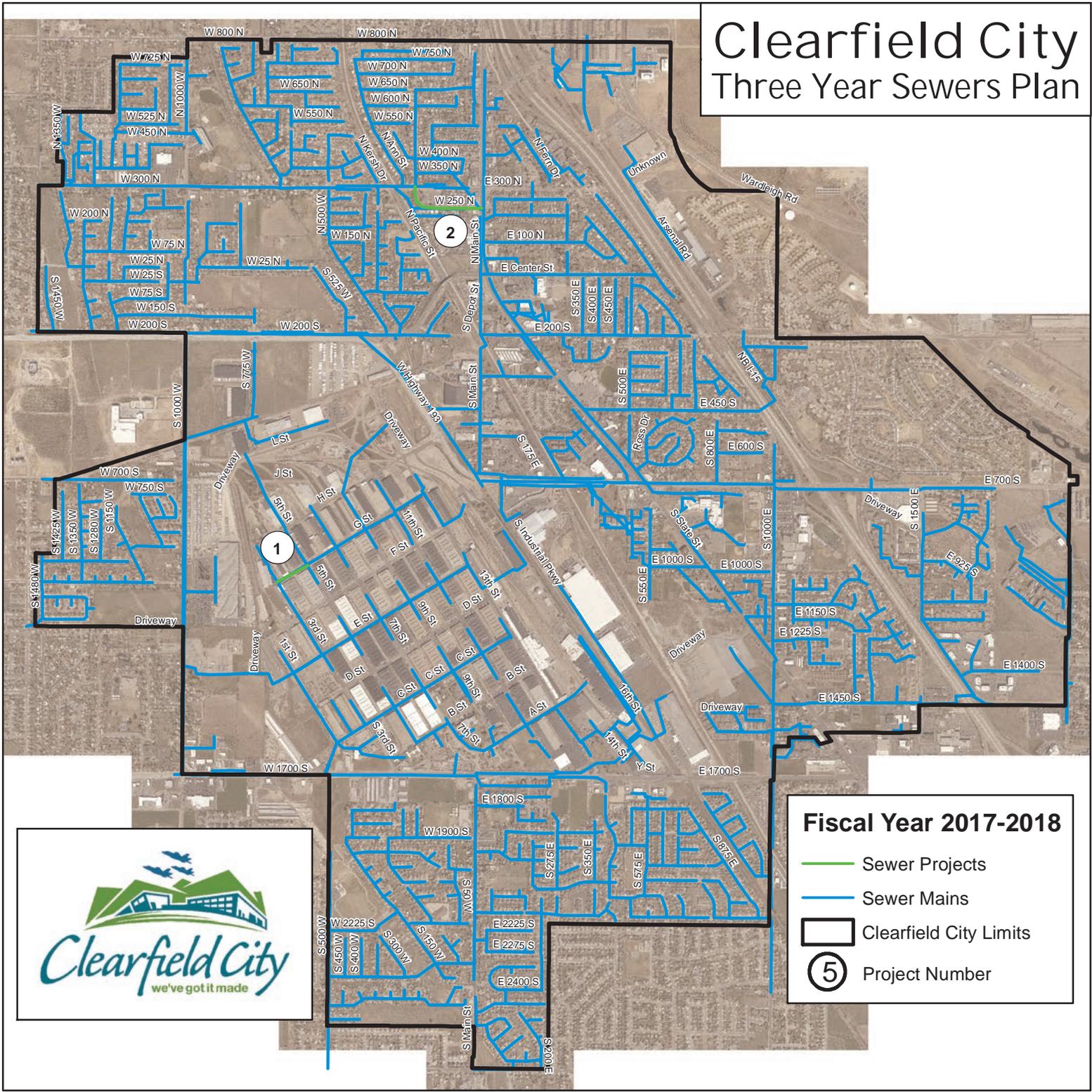
Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
0192SW	Z Street, 13th to 15th (FY16 carryover)	\$ 115,000	Water
0186SW	CDBG 350 W, 2300 S to 2225 S (FY16 carryover)	\$ 150,000	Water, storm drain
0191SW	400 E, 700 S to 1250 S Gunderson (FY16 carryover) - \$197k IF	\$ 325,000	
187SW	Shops Maintenance and Operations Center PH II design (carryover from FY16)	\$ 40,000	
187SW	Shops Maintenance and Operations Center PH II construction	\$ 781,952	
PW0181	3rd Street, E St to G St Ph 1 - \$70k IF	\$ 350,000	
210SW	Software update	\$ 40,000	Streets, Sewer, Storm, Garbage
Fiscal Year Total		\$ 1,801,952	

THREE YEAR RECOMMENDED SEWER PROJECT PLAN

FISCAL YEAR 2018 (July 1, 2017 to June 30, 2018)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
212SW	Freeport G Street, 3rd St to 5th St (IF)	\$ 350,000	
240SW	250 North, N. Main to 300 N.	\$ 200,000	Water, Street, and Storm Drain
Fiscal Year Total		\$ 550,000	

Clearfield City Three Year Sewers Plan



Fiscal Year 2017-2018

- Sewer Projects
- Sewer Mains
- Clearfield City Limits
- 5 Project Number

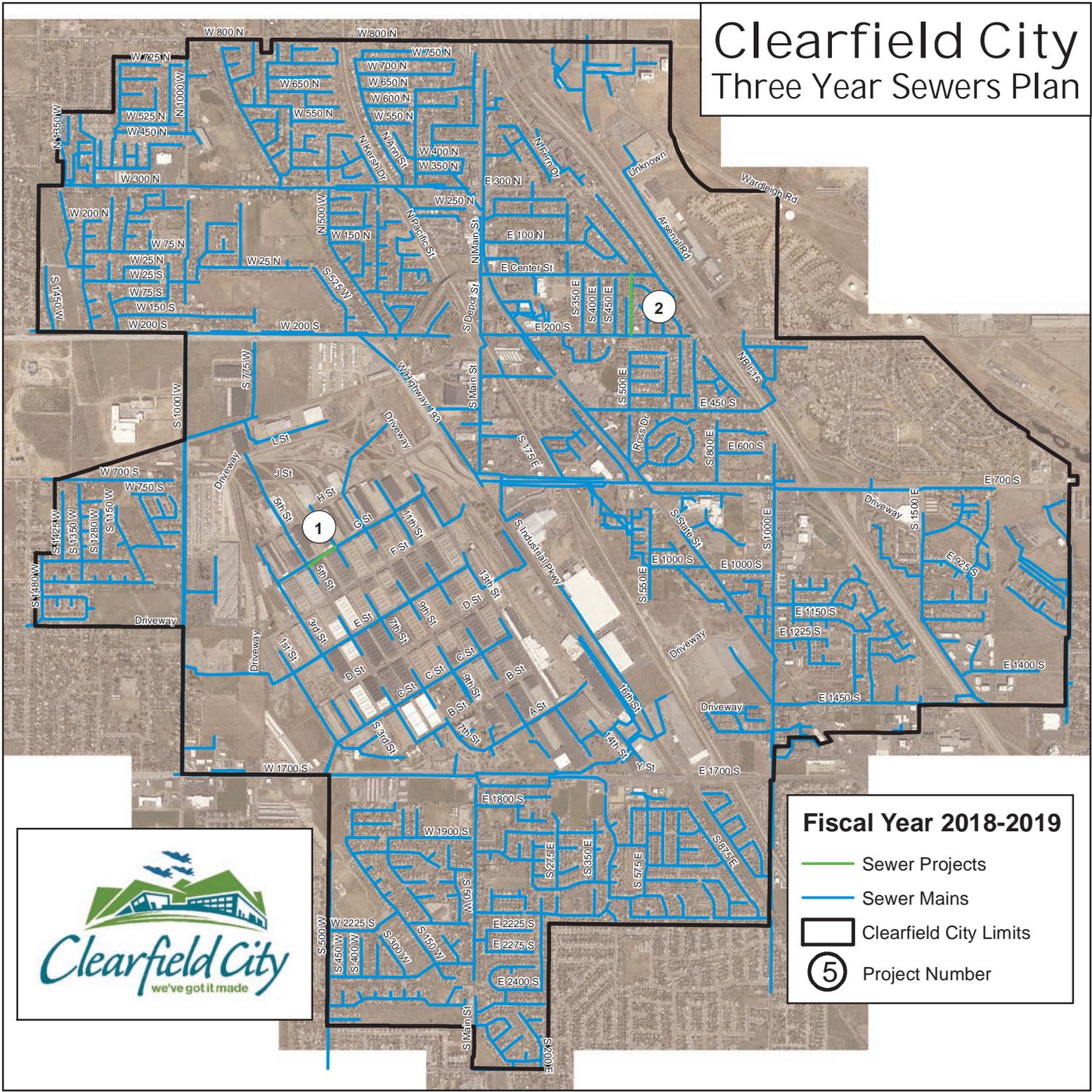


THREE YEAR RECOMMENDED SEWER PROJECT PLAN

FISCAL YEAR 2019 (July 1, 2018 to June 30, 2019)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
223SW	Freeport G Street, 5th to 7th Street (IF)	\$ 360,000	
260SW	500 East, Center to 200 S.	\$ 200,000	Water, Street, and Storm Drain
224SW	Shops Maintenance and Operations Center PH III preliminary design	\$ 25,000	
Fiscal Year Total		\$ 585,000	

Clearfield City Three Year Sewers Plan



Fiscal Year 2018-2019

- Sewer Projects
- Sewer Mains
- Clearfield City Limits
- 5 Project Number



THREE YEAR PROJECT PLAN
Fiscal Years 2017 - 2019
STORM DRAIN SYSTEM



PURPOSE

This Plan identifies a three-year project list and tentative budget for public storm drain utility maintenance and construction projects in Clearfield City. By following this Plan, we will be able to utilize limited resources in a way that generates the most value for our residents. The projects listed herein have been carefully vetted. This Plan is intended to provide guidance during the annual budget process, and should be updated each year as priorities evolve so that we are always looking ahead at three years of projects.

EVALUATION CRITERIA

Careful foresight and planning are necessary to ensure the efficient use resources. Storm drain utility improvement projects are evaluated on the following criteria (in no particular order):

Storm Drain Materials and Condition

Certain materials used in the past for storm drain construction may not be preferred today due to durability or other factors. Older storm drain system components (including lines, gutters, manholes, and basins) built from less-desirable materials should be upgraded over time. Likewise, storm drains that show signs of wear and deterioration should be scheduled for repair.

Coordination with Other Utility Projects

Storm drain system components often share the public right-of-way with other utilities. By coordinating storm drain maintenance with other utility repairs and upgrades, we can minimize construction times and benefit from overlapping budgets.

Service Volume

Storm drain components with higher volumes should generally be repaired before smaller ones, thereby benefitting the greatest number of our residents.

System Capacity and New Growth

Storm drain system improvements meant to serve new growth or expand system capacity should be addressed regularly to ensure that we can meet the ongoing needs of our residents.

Safety

Hazardous or unsafe storm drain lines should be addressed as soon as reasonably possible. Emergency repairs will be handled on an as-needed basis outside of the scope of this Plan.

Service Area Expansion

Projects that expand and enhance the reach of our storm drain system are of value to our residents. These projects may be tied to new development or they may be a City responsibility.

TENTATIVE THREE-YEAR STORM DRAIN UTILITY BUDGET

Three Year Recommended Storm Drain Capital Project Plan				
	FY17	FY18	FY19	TOTAL
Beginning Fund Balance	\$ 2,977,000	\$ 1,314,118	\$ 1,325,205	
Storm Drain Service Fees	\$ 1,003,933	\$ 1,041,087	\$ 1,077,425	\$ 3,122,445
Storm Drain Impact Fee Use	\$ 123,400	\$ 50,000	\$ 50,000	\$ 223,400
Bond Proceeds	\$ -	\$ -	\$ -	\$ -
Interest Earnings	\$ 10,000	\$ 10,000	\$ 10,000	\$ 30,000
(Debt Service)	\$ -	\$ -	\$ -	\$ -
(Operations)	\$ (702,663)	\$ (725,000)	\$ (750,000)	\$ (2,177,663)
TOTAL AVAILABLE FOR PROJECTS	\$ 3,411,670	\$ 1,690,205	\$ 1,712,630	\$ 1,198,182
Planned Projects	\$ 2,097,552	\$ 365,000	\$ 738,000	\$ 3,200,552
Ending Fund Balance	\$ 1,314,118	\$ 1,325,205	\$ 974,630	\$ (2,002,370)



TENTATIVE THREE-YEAR STORM DRAIN UTILITY CAPITAL IMPROVEMENT PROJECTS

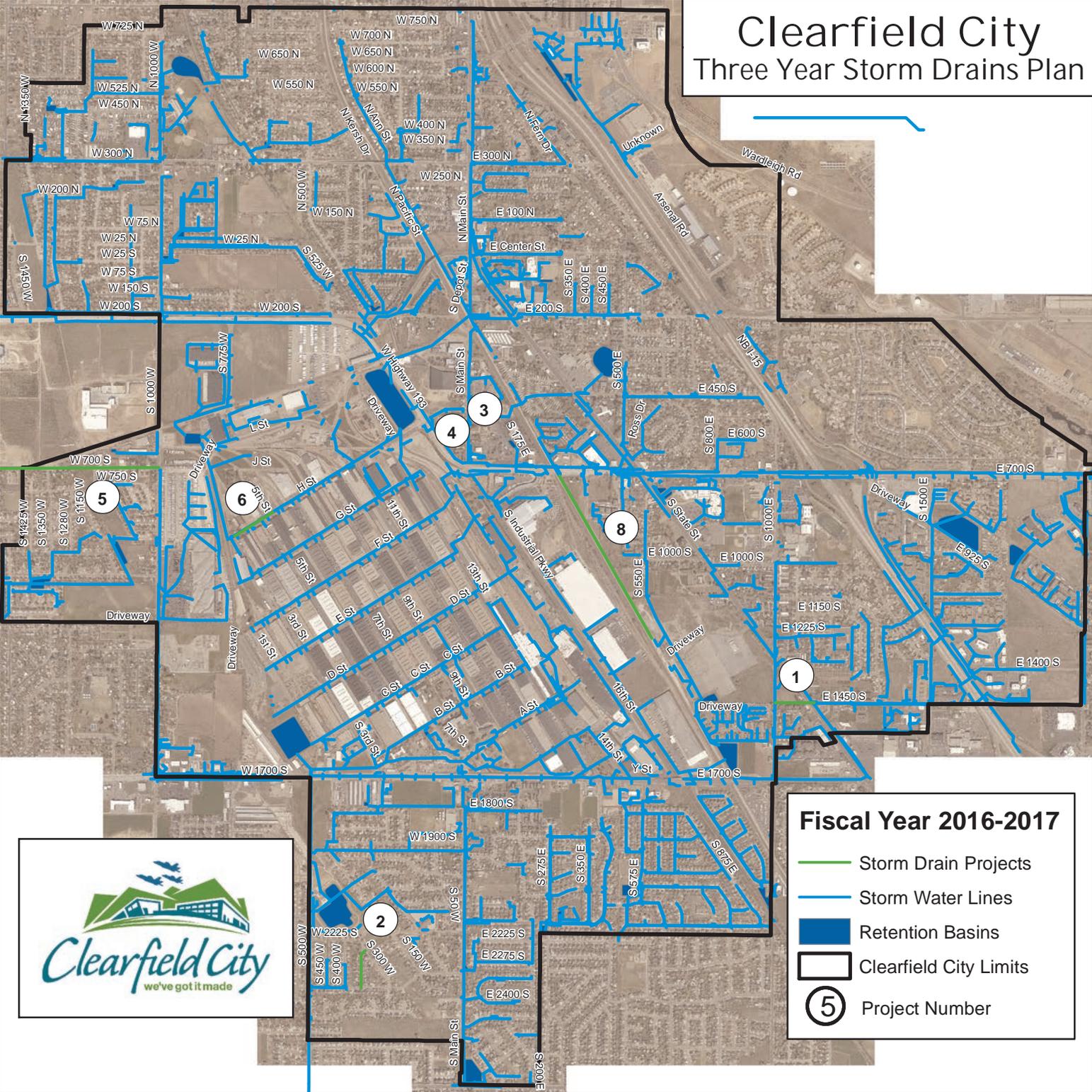
Planned projects for the next three fiscal years are shown on the following pages.

THREE YEAR RECOMMENDED STORM DRAIN PROJECT PLAN

FISCAL YEAR 2017 (July 1, 2016 to June 30, 2017)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
220STRM	1450 S, State to 1000 E (Chelemes - FY16 carryover) - \$35k IF	\$ 175,600	Water
0186STRM	CDBG 350 W, 2300 S to 2225 S (FY16 carryover)	\$ 150,000	Water and Sewer
187STRM	Shops Maintenance and Operations Center PH II design (carryover from FY16)	\$ 40,000	
187STRM	Shops Maintenance and Operations Center PH II construction	\$ 781,952	
200STRM	700 S, 1000 W to 1500 W	\$ 310,000	Water and Streets
205STRM	Freeport, H Street, 3rd to 5th (20.24% IF = \$61,020)	\$ 300,000	
210STRM	Software update	\$ 40,000	Streets, Sewer, Storm, Garbage
PW0147	400E, 700 S to 1250 S Gunderson (TOD) - \$27,380 IF	\$ 300,000	
Fiscal Year Total		\$ 2,097,552	

Clearfield City Three Year Storm Drains Plan



Fiscal Year 2016-2017

-  Storm Drain Projects
-  Storm Water Lines
-  Retention Basins
-  Clearfield City Limits
-  Project Number



THREE YEAR RECOMMENDED STORM DRAIN PROJECT PLAN

FISCAL YEAR 2018 (July 1, 2017 to June 30, 2018)

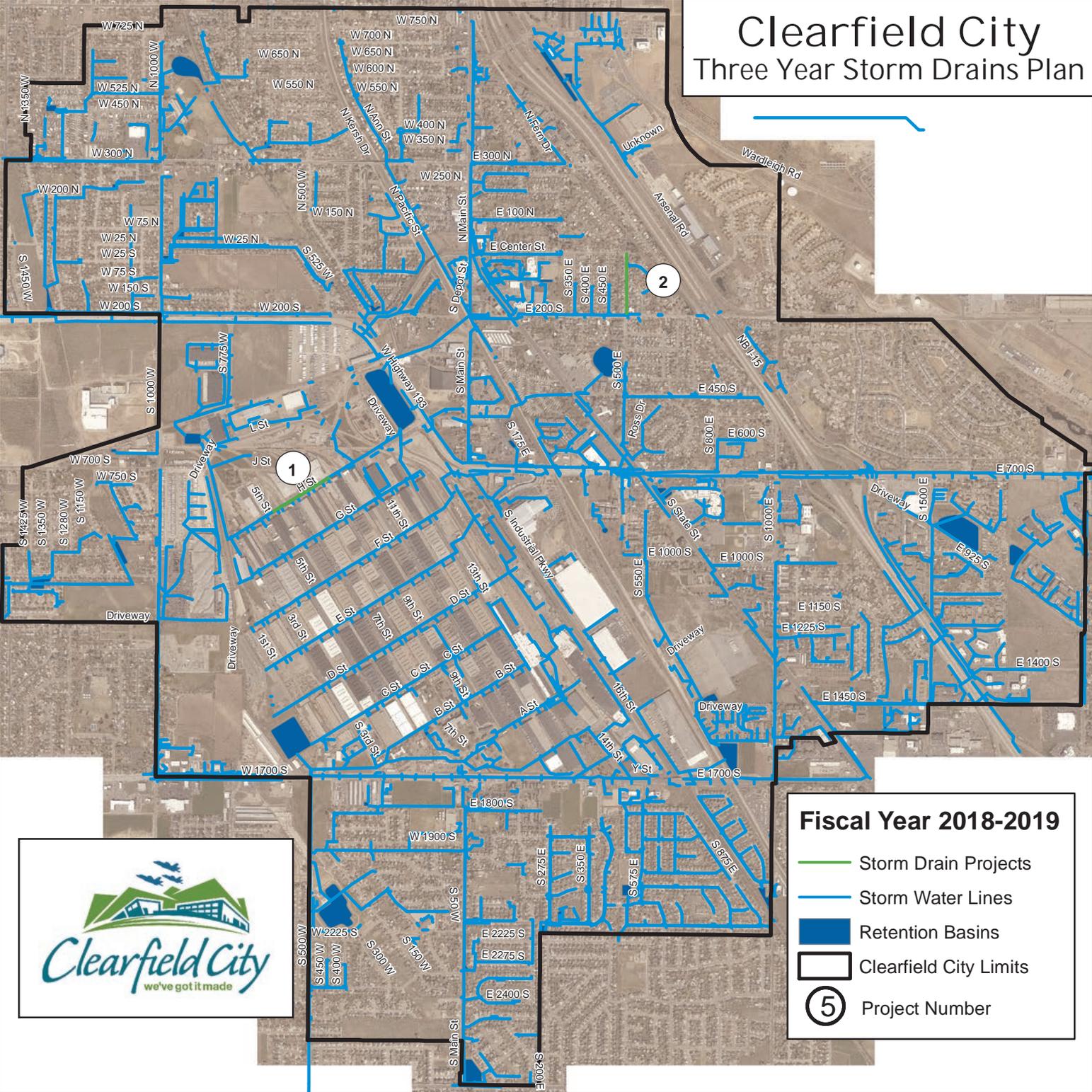
Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
240STRM	250 North, N. Main to 300 N.	\$ 365,000	Water, Sewer and Streets
Fiscal Year Total		\$ 365,000	

THREE YEAR RECOMMENDED STORM DRAIN PROJECT PLAN

FISCAL YEAR 2019 (July 1, 2018 to June 30, 2019)

Project ID	Project Description	Cost Estimate	Coordinated With City Utility Project (Type)
225STRM	"H" Street, 5th Street to 9th Street (IF)	\$ 475,000	
260STRM	500 East Street, Center to 200 S.	\$ 238,000	Water, Sewer and Streets
226STRM	Shops Maintenance and Operations Center PH III preliminary design	\$ 25,000	
Fiscal Year Total		\$ 738,000	

Clearfield City Three Year Storm Drains Plan



Fiscal Year 2018-2019

- Storm Drain Projects
- Storm Water Lines
- Retention Basins
- Clearfield City Limits
- 5 Project Number





Community Services

55 South State Street
Clearfield, Utah 84015
Phone: 801.525.2790
Fax: 801.525.2863

Memorandum

To: Mayor Mark Shepherd and Clearfield City Council Members
CC: Adam Lenhard, City Manager
From: Eric Howes, Community Services Director
Date: 5/18/2016
Re: PARAT Tax Master Plan

After a review of the PARAT Tax projects as proposed, staff is now recommending several changes to the master plan. The proposed changes are outlined below:

1. The proposed Ice Skating Rink has been removed. Staff has visited two separate skating facilities in Salt Lake City including the Gallivan Center and the Salt Lake City Sports Complex. Due to the complexity of the facilities and the ongoing cost of equipment and maintenance, staff does not recommend that this project be considered for PARAT Tax funding.
2. The revised PARAT Master Plan document that is included in the council packet outlines the projects that the council had previously recommended and numerous other projects that were included for consideration in the initial review. Staff would recommend that the council consider a balanced approach with the available PARAT Tax funding. Many of the existing amenities in our parks are older and are in need of renovation, replacement, or upgrade. It is recommended that we address as many of these issues as possible while adding a select number of highly visible projects to enhance the existing areas. I would recommend that approximately half of the projected PARAT Tax revenues be allocated for renovation and replacement of existing, and half be allocated for new amenities and enhancements depending on the specific projects selected.
3. Two new projects were added to the PARAT Master Plan projects list for consideration including:
 - a. A dog park on the north end of Barlow Park. A dog park was included in the plans for Barlow Park but was never constructed.
 - b. A Veteran's Monument that has previously been suggested for Bicentennial Park has been included.

These items represent the proposed changes to the PARAT Tax Master Plan and each will be discussed in greater detail at the City Council Work Session scheduled for May 24th, 2016. Please let me know if you have any additional questions.

PARAT Tax

Master Plan

Process Review

- Staff Provided List of Proposed Projects
- Council/PRC voted on proposed projects
- Developed 1st version of Master Plan
- Ice Skating Rink visits
- Recommending amending the plan
- Proposed Approach (Approximately ½ renovation, ½ new)
- Project Review
- Reorganize plan
- Public input
- Determine timeline

Tables, Benches, & Trash Receptacles

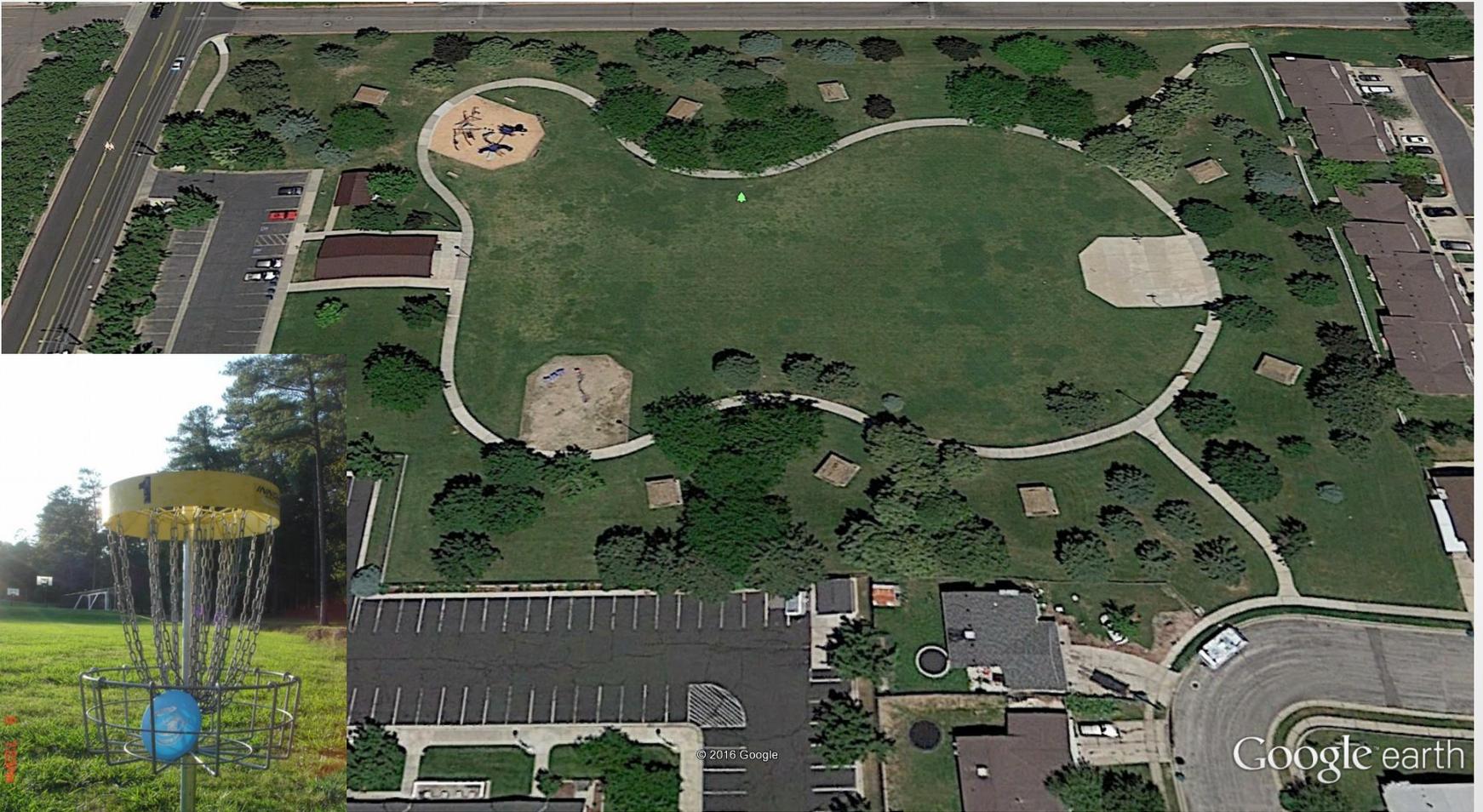
- What style of benches would we prefer?



BMX/Pump Track



Disc Golf Course



Steed Pond Trail



F-35 & Maint. Area Playground



http://www.cre8play.com/custom_play/wheadon-farm-winston-salem-nc/



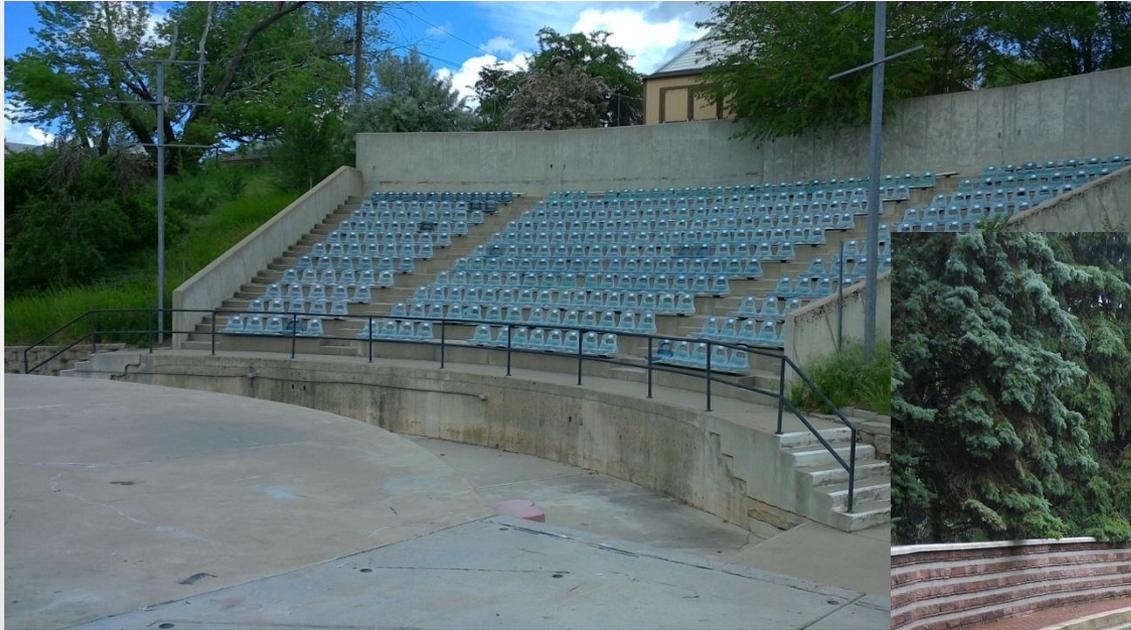
Tennis Court Rehab



New Electronic Playgrounds



Remodel/Replace Amphitheater



Skate Park Enhancement

- Add Shorter and lower skill level elements.



Fish Cleaning Station

- Steed Pond



Renovate Existing Buildings

- Kiwanis Restrooms
- Island View Restrooms
- North Steed Restrooms
- South Steed Tower



Add Pavillion at North End of Fisher Park



Add Small Pavillion at 200 South Park



New Playground for Cornerstone Park



Develop & Landscape Steed Pond



Fish Cleaning Station for Mabeey Pond



Replace Play Area in Leisure Pool



Dimple Dell Before & After



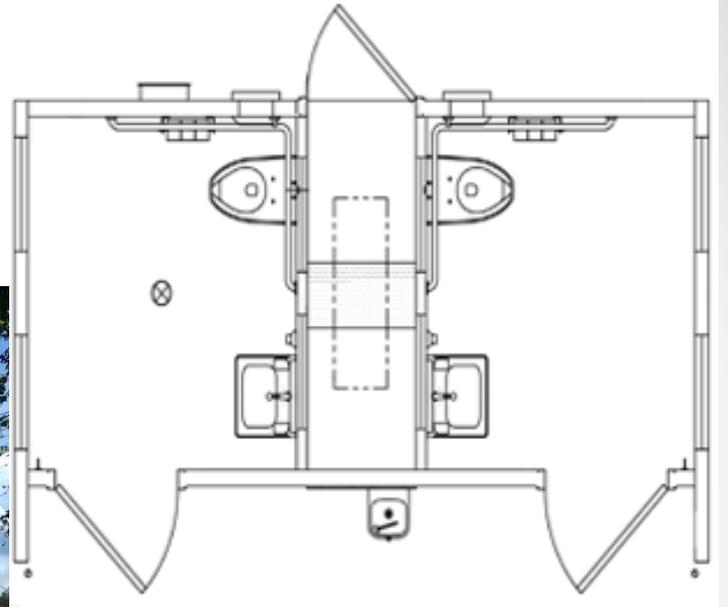
Refurbish Tennis courts at Steed Park



Playground Equipment at 200 South Park



New Restroom at Central Park



New Playground for 2-5 yr. olds at Island View



Central Park Playground with Wasatch Elementary



Playground Replacement at North Steed Park



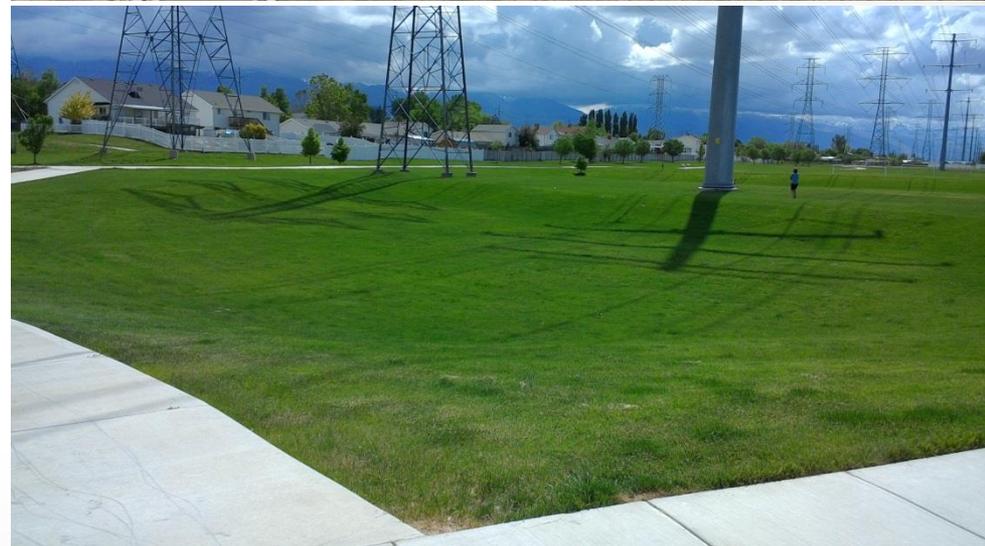
Replace Small Pavillions

- Island View Park
- Train Watch Park
- Kiwanis Park
- Bicentennial Park



Dog Park at Barlow

- Add Fencing around perimeter
- Drinking water to location
- Amenities



Veteran's Monument

- Bicentennial Park

