

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
October 17, 2017

(This meeting was held during the regularly scheduled City Council Work Session.)

PRESIDING:	Bruce Young	Chair
PRESENT:	Kent Bush	Director
	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brie Brass	Assistant City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Spencer Brimley	Development Services Manager
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder
EXCUSED:	Stuart Williams	City Attorney

VISITORS: Robert Stotts, Brady Jugler – Planning Commission Chair, Paul Drake – Utah Transit Authority (UTA)

Chair Young called the meeting to order at 6:50 p.m.

DISCUSSION ON THE CDRA 2017 DRAFT ANNUAL REPORT

JJ Allen, Assistant City Manager, explained State law required the CDRA to prepare an annual report on each of its project areas and provide that report by the first of November to the County Auditor, State Tax Commission, State Board of Education, and the taxing entities. He stated the City provided the data for the report and contracted with Lewis Young Robertson & Burningham (LYRB) for its preparation. He indicated the review of the draft report was to help identify any errors and make any necessary updates before its submittal.

Director Bush asked if the UTA property at Clearfield Station would be classified as a Community Reinvestment Area (CRA) or if it was still a Community Development Area (CDA). Mr. Allen responded it was included in the report under its current status of CDA but dormant.

He indicated next year's report might describe the property differently. Director Phipps asked what date was used to determine the status of the property was CDA but dormant. Mr. Allen informed the Board that the report data was based on the fiscal year determining the status of the project areas as of June 30, 2017.

Director Peterson wondered if Albion Laboratories should still be included in the list of notable businesses under RDA 8 on page 29 of the report since it was destroyed by fire prior to June 30, 2017. Mr. Allen indicated he would note the correction. He asked if there were any other suggestions or concerns with the report.

Mr. Allen pointed out the report showed the ATK Economic Development Area (EDA) did not receive any distribution of tax increment in fiscal year (FY) 2017. He explained due to Davis County incorrectly distributing too much tax increment to the CDRA for the first three years of the project area there would likely not be an increment generated in FY18; however, by FY19 the calculations should resume as originally intended.

Director Bush questioned if the Clearfield Station CDA should be updated to a CRA in the future. Mr. Allen answered that question would become clearer as the Station Area Plan was developed. He explained during the area planning process it might be determined that the CDA boundaries were not sufficient for the new vision of the area. He expressed his desire for the Station Area Plan to advise on whether the City should keep the CDA and revive it later or start over by creating a CRA. Mr. Allen asked if the Board had any input.

Director Peterson mentioned the affordable housing requirement that would come with the creation of a new CRA and recalled it was broadly defined. She expressed her only concern with making a change from CDA to CRA for the Clearfield Station area was if the change would restrict plans for the site in the future. Mr. Allen confirmed the definition for the affordable housing requirements was broad including infrastructure improvements that benefited affordable areas. Mr. Lenhard announced the definition could potentially change through upcoming legislation. Chair Young expressed his opinion there would not be any point in changing the UTA property from a CDA to a CRA until the City had a better understanding of the development potential, area plans, and knew what tax impact there would be for the project. The consensus of the Board was to wait until necessary before making any changes to the dormant Clearfield Station CDA.

Mr. Allen stated he had received some recommendations for corrections to the report from Director Peterson. He indicated the consultant would be forwarded the corrections so edits could be made prior to the report being submitted.

There being no further business to come before the Board, **Director Shepherd moved to adjourn at 6:54 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE: Directors Bush, Peterson, Phipps, Roper, and Shepherd. Voting NO – None.**

**APPROVED AND ADOPTED
This 12th day of December, 2017**

/s/Bruce Young, Chair

ATTEST:

/s/Nancy R. Dean, Secretary

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, October 17, 2017.

/s/Nancy R. Dean, City Recorder