

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:30 P.M. WORK SESSION
September 11, 2018

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Jared Hadley

Mayor Shepherd called the meeting to order at 6:34 p.m.

DISCUSSION ON THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR
THE 2017/2018 PROGRAM YEAR

Brad McIlrath, Senior Planner, stated the CAPER had been updated with the corrections mentioned during the work session discussion on September 4, 2018. Mayor Shepherd asked if there were any concerns with the document which had been prepared and included with the agenda packet for review. Councilmember Peterson identified there was one paragraph which should have been removed. She requested the first paragraph in the Citizen Participation Plan section found on page 25 be removed. Mr. McIlrath responded it would be removed and clarified the paragraphs following the first one were to remain. Councilmember Peterson said yes the others were fine.

Councilmember Peterson stated she would share additional suggestions following the meeting with staff which could be helpful for preparing next year's CAPER but none of which were pertinent to the current reporting cycle.

Mr. McIlrath indicated there was a section in the report that noted funds were not spent on the Emergency Home Repair and there were remaining funds for the Housing Rehabilitation as well. He stated a recommendation was included in the CAPER that those remaining funds be reprogrammed into the 2018/2019 program year. He acknowledged the reallocation was not currently in the one-year action plan; consequently, that would be an item for the Council to consider at a later date. He asked if the recommendation wording was something that should be left in the CAPER or if it was desired by the Council to remove it. There was a discussion about the Housing Rehabilitation program and its increased success during the last six to eight months as well as the Down Payment Assistance program and how the funds were recycled to sustain that program which currently had no new funds allocated towards it.

Councilmember Peterson moved to adjourn the work session and reconvene in policy session at 6:41 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

**APPROVED AND ADOPTED
This 9th day of October, 2018**

/s/Mark R. Shepherd, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, September 11, 2018.

/s/Nancy R. Dean, City Recorder