

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
6:00 P.M. WORK SESSION  
June 18, 2019

*(This meeting was held following the regularly scheduled City Council work session.)*

City Building  
55 South State Street  
Clearfield City, Utah

PRESIDING:	Kent Bush	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
	Karece Thompson	Director
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Kelly Bennett	Police Chief
	Mark Baird	Interim Public Works Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Lee Naylor	Accountant
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder
EXCUSED:	Stuart Williams	City Attorney

VISITORS: Devin Prouty, Chris Uccardi, Michael Rolow, Ruth Jones

Chair Bush called the meeting to order at 7:59 p.m.

DISCUSSION ON THE INTERLOCAL AGREEMENTS WITH OTHER TAXING ENTITIES  
REGARDING THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

Summer Palmer, Assistant City Manager, reviewed the creation process of the Lifetime Products Community Reinvestment Area (CRA). She stated staff had been working with other taxing entities for the past several months to obtain approvals of the Interlocal Agreements with the CDRA regarding the creation of the CRA. She reported the Interlocal Agreement between the CDRA and Davis County School District was approved by Resolution on April 23, 2019. Ms. Palmer indicated since that time, the other taxing entities had all approved the Interlocal Agreements with the CDRA. She indicated the City was the only taxing entity left that would

need to formalize the Interlocal Agreement with the CDRA by adoption of a resolution. She acknowledged consideration of a resolution would be on the agenda for the City Council's policy meeting as well as the CDRA policy meeting on June 25, 2019.

Ms. Palmer noted the Interlocal Agreements were all similar except for the agreement with Davis County. She identified the County's agreement had an additional five percent fee that would be excluded from its tax increment in order to pay for the administration of the CRA. She stated the County expressed its opinion it had a higher burden in managing the CRA than the other taxing entities so staff conceded. JJ Allen, City Manager, explained the County early in the negotiation period had requested five percent of all the taxing entities' increment go towards its administrative efforts; however, the County finally agreed the five percent fee would only apply to its own portion of the increment.

Director Thompson stated concerns were expressed during the Mosquito Abatement District – Davis board meeting about the CRA because of the changes in the project area which resulted in a reformulation of the tax increment years. He wondered if something could be done moving forward to address the concerns in general. Ms. Palmer responded it was difficult because not everyone understood the entire concept of those types of plans. There was a discussion about the uniqueness of the Lifetime CRA and the need to focus more on educating board members of the taxing entities in the future.

Brad McIlrath, Senior Planner, reported the first phases of the land use items were underway with the project. He announced Utility Trailer was starting to relocate the trailers currently in the project area to its facility on the west end of the Freeport Center.

#### DISCUSSION ON AMENDMENTS TO THE FISCAL YEAR 2019 (FY19) BUDGET

Lee Naylor, Accountant, stated the increment for EDA #3 came in higher than budgeted; consequently, staff was proposing an amendment be made to the fiscal year 2019 (FY19) budget to account for the developer increments paid out of \$144,600. He noted there was a public hearing scheduled for June 25, 2019 following which the Board could consider the FY19 budget amendments.

**Director Shepherd moved to adjourn at 8:10 p.m., seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.**

*\*\*The City Council work session minutes are in a separate location.\*\**

**APPROVED AND ADOPTED  
This 28<sup>th</sup> day of August, 2019**

**/s/Kent Bush, Chair**

**ATTEST:**

**/s/Nancy R. Dean, Secretary**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield Community Development and Renewal Agency meeting held Tuesday, June 18, 2019.

/s/Nancy R. Dean, City Recorder