

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
7:00 P.M. POLICY SESSION  
June 25, 2019

*(This meeting was held following a City Council policy session.)*

City Building  
55 South State Street  
Clearfield City, Utah

PRESIDING:	Kent Bush	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Karece Thompson	Director
EXCUSED:	Mark Shepherd	Director
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Kelly Bennett	Police Chief
	Mark Baird	Interim Public Works Director
	Adam Favero	Utility Superintendent
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Shane Crowton	Code Compliance Officer
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder
EXCUSED:	Stuart Williams	City Attorney

VISITORS: Paul Thomas, Bob Bercher, Michael Rolow, Savannah Peterson, Kathryn Murray, Ruth Jones, Jason Hamblin

Chair Bush called the meeting to order at 8:01 p.m.

APPROVAL OF THE MINUTES FROM THE JUNE 11, 2019 POLICY SESSION

**Director Roper moved to approve the minutes from June 11, 2019 policy session, as written; and authorize the Chair's signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FISCAL YEAR 2019 BUDGET

Rich Knapp, Finance Manager, reported staff identified expenditures necessary for CDRA operations which were not included in its current budget. He stated the developer increment came in higher than initially budgeted for EDA #3. He recommended the fiscal year 2019 (FY19) budget be adjusted by \$144,600.

Chair Bush opened the public hearing at 8:02 p.m.

Chair Bush asked if there were any public comments.

There were no public comments.

**Director Thompson moved to close the public hearing at 8:03 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

APPROVAL OF RESOLUTION 2019R-05 AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2019 BUDGET

**Director Peterson moved to approve Resolution 2019R-05 authorizing an amendment to the fiscal year 2019 budget and authorize the Chair’s signature to any necessary documents, seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper and Thompson. Voting NO – None.** Director Shepherd was not present for the vote. Chair Bush voted Aye also.

APPROVAL OF RESOLUTION 2019R-04 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AND OTHER TAXING ENTITIES REGARDING THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

Summer Palmer, Assistant City Manager, stated on October 9, 2018, the Clearfield Community Development and Renewal Agency (CDRA) adopted, by resolution, an official Project Area Plan and Project Area Budget for the Lifetime Community Reinvestment Project Area. She noted the CDRA desired to enter into an Interlocal Agreement with the taxing entities to receive a portion of property tax increment generated within the Lifetime Products CRA. She commented Resolution 2019R-04 would authorize not only the Interlocal Agreement with the City, but also the other taxing entities which included North Davis Fire District, Davis County, North Davis Sewer District, Weber Basin Water Conservancy District, and the Mosquito Abatement District – Davis.

Chair Bush wondered if all the taxing entities had approved the Interlocal Agreements. Ms. Palmer responded yes.

**Director Phipps moved to approve Resolution 2019R-04 authorizing an Interlocal Agreement between the Clearfield Community Development and Renewal Agency (CDRA) and Clearfield City, North Davis Fire District, Davis County, North Davis Sewer District, Weber Basin Water Conservancy District, and Mosquito Abatement District - Davis relating to the Lifetime Products CRA (Community Reinvestment Area) and authorize the Chair's signature to any necessary documents, seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper and Thompson. Voting NO – None. Director Shepherd was not present for the vote.**

There being no further business to come before the Community Development and Renewal Agency, **Director Roper moved to adjourn at 8:05 p.m., seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

*\*\*The City Council policy 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 25, 2019.

/s/Nancy R. Dean, City Recorder