

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

January 28, 2020

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

City Building
55 South State Street
Clearfield City, Utah

| | | |
|----------------|-----------------|--------------------------------|
| PRESIDING: | Vern Phipps | Vice-Chair |
| EXCUSED: | Ken Bush | Chair |
| PRESENT: | Tim Roper | Director |
| | Mark Shepherd | Director |
| | Karece Thompson | Director |
| EXCUSED: | Nike Peterson | Director |
| STAFF PRESENT: | JJ Allen | City Manager |
| | Summer Palmer | Assistant City Manager |
| | Stuart Williams | City Attorney |
| | Kelly Bennett | Police Chief |
| | Heather Arnell | Police Officer |
| | Adam Favero | Public Works Director |
| | Eric Howes | Community Services Director |
| | Curtis Dickson | Community Services Deputy Dir. |
| | Spencer Brimley | Community Development Director |
| | Brad McIlrath | Senior Planner |
| | Rich Knapp | Finance Manager |
| | Trevor Cahoon | Communications Manager |
| | Nancy Dean | City Recorder |

VISITORS: Olivia Jaramillo, Jessica Bigler, Andrew Sherman, Ruth Jones, Bob Bercher, Brad Nelson – Grifols

Vice-Chair Phipps called the meeting to order at 7:35 p.m.

ELECT THE CHAIR AND VICE-CHAIR FOR THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)

Vice-Chair Phipps stated Kent Bush had been serving as the Chair of the CDRA for the past two years. He indicated the bylaws adopted by the Community Development and Renewal Agency (CDRA) specified the Board elect the chair and vice-chair.

Director Shepherd moved to nominate Nike Peterson as the Chair and Karece Thompson

as the Vice Chair of the Clearfield Development and Renewal Agency (CDRA), seconded by Director Roper.

Vice Chair Phipps called for a vote electing Nike Peterson as the Chair and Karece Thompson as the Vice-Chair of the Community Development and Renewal Agency (CDRA). The motion carried upon the following vote: Voting AYE: Directors Phipps, Roper, Shepherd, and Thompson. Voting NO – None. Directors Bush and Peterson were not present for the vote.

APPROVAL OF THE MINUTES FROM THE JANUARY 7, 2020, WORK SESSION AND JANUARY 14, 2020, POLICY SESSION

Director Thompson moved to approve the minutes from the January 7, 2020, work session and January 14, 2020, policy session, as written; and authorize the Chair’s signature to any necessary documents, seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Phipps, Roper, Shepherd, and Thompson. Voting NO – None. Directors Bush and Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2020R-02 AUTHORIZING THE DEVELOPMENT AND TAX INCREMENT FINANCING (TIF) PARTICIPATION AGREEMENT

Summer Palmer, Assistant City Manager, stated the Lifetime Products Community Reinvestment Area (CRA) was created for the primary purpose of capturing tax increment to help Lifetime Products offset the costs of expanding its operations in Clearfield. She explained expanding the operations in Clearfield was more cost-prohibitive due to higher land costs than other probable locations explored by Lifetime, so the CRA would help offset the gap and allow Lifetime to continue its operations and grow its business within the City.

Ms. Palmer indicated the Development and Tax Increment Financing (TIF) Participation Agreement was discussed during work session on January 21, 2020 and it set forth the provisions under which the CDRA would reimburse Lifetime Products for some of the building costs associated with the expansion of its operations in Clearfield. She noted the staff report included the financial data; however, the total tax increment generated within the project area would be just over \$4.2 million.

Director Roper moved to approve Resolution 2020R-02 authorizing the Development and Tax Increment Financing (TIF) Participation Agreement with Lifetime Products, Inc. and authorize the Chair’s signature to any necessary documents, seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Phipps, Roper, Shepherd, and Thompson. Voting NO – None. Directors Bush and Peterson were not present for the vote.

There being no further business to come before the Community Development and Renewal Agency, **Director Thompson moved to adjourn as the CDRA and reconvene as the City Council in work session at 7:39 p.m., seconded by Director Shepherd. The motion carried**

upon the following vote: Voting AYE – Directors Phipps, Roper, Shepherd, and Thompson. Voting NO – None. Directors Bush and Peterson were not present for the vote.

The City Council policy session minutes are in a separate location.

**APPROVED AND ADOPTED
This 23rd day of June, 2020**

/s/Nike Peterson, 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, January 28, 2020.

/s/Nancy R. Dean, City Recorder