

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
April 19, 2016

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

PRESIDING:	Bruce Young	Chair
PRESENT:	Keri Benson	Director
	Kent Bush	Director
	Nike Peterson	Director
	Vern Phipps	Director
	Mark Shepherd	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Greg Krusi	Police Chief
	Spencer Brimley	Development Services Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Lee Naylor	Accountant/Budget Analyst
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: There were no visitors.

Chair Young called the meeting to order at 8:07 p.m.

DISCUSSION ON THE 2016/2017 FISCAL YEAR BUDGET

JJ Allen, Assistant City Manager, shared an illustration which identified the project areas which generate revenue and reviewed each of the areas with the Board and a discussion followed. He also shared the CDRA draft budget relative to each project area. He pointed out the ATK area on the map and mentioned the first three years Davis County had incorrectly collected tax increment from a much larger area. He explained the error had been corrected and the future distributions would be based on the correct boundary; however, ATK was in the process of working with the City and Freeport Center to expand its current boundary of the project area. Adam Lenhard, City Manager, clarified ATK was not requesting more increment. Mr. Allen mentioned the time frame would remain the same and the dollar amount would remain the same, but the buildings affected were different.

Mr. Allen clarified on the map which parcels/buildings would be excluded from the project area and those which would be included in the project area. He added the request would require authorization from the Taxing Entity Committee to amend the Plan. He added the amendment was in the preliminary process. Mr. Lenhard mentioned the ATK area was unique in that there

was a cap established for the identified available increment which when met would close the project area.

Mr. Allen believed when the tentative budget came to the Board for approval on Tuesday, May 10, 2016, a dollar figure could be identified.

Mr. Allen mentioned Phantom Fireworks had entered into a lease agreement for the small retail space owned by the CDRA in front of Kent's Grocery store during the summer months for a fireworks tent.

There were no questions from the Board specific to CDRA Revenues.

Mr. Allen directed the Board to the draft budget expenditures and explained how RDA 6 through 10 would help pay the bond for the Aquatic Center and identified that specific expenditure. He mentioned the amount of administration costs specific to the ATK EDA was set at a flat five percent.

He directed the Board to the General Fund and explained it funded community and economic development administration activities. He highlighted the column identified as "General CDRA" and explained it was a fund in which funds couldn't be attributed to any one project area. He stated there was no revenue associated with it but there was a fund balance which could be used. He explained that revenue in the CDRA budget had been identified to fund the facade improvement project grants and reviewed the approved grants.

Director Benson inquired what would happen to the project areas once the Aquatic Center bond was paid off in approximately 2028. Mr. Lenhard responded that was about the time when those areas would expire. Mr. Allen shared an illustration identifying projected revenue for the areas and the life of each of the project areas. He emphasized Clearfield Station CDA was not represented in the chart because it hasn't been triggered and explained the creation documents specified it would trigger in March 2017.

Mr. Allen believed the City would probably receive a request for a new project within RDA 6 and indicated that would be generate a new tax increment agreement.

Mr. Allen stated the statute regarding CDRA's had been completely revised and announced agencies would now be known as a Community Reinvestment Agency (CRA) and the project areas would be known as a Community Reinvestment Areas (CRA) with two different tracks. He continued one area would receive approval from a Taxing Entity Committee (TEC) and the other track would receive approval through interlocal agreements with taxing entities. He explained the interlocal agreement process was how the City had established the Clearfield Station CDA and the TEC track was similar to the EDA process. Director Bush inquired if the City's CDRA would be changing its name. Mr. Allen responded the City could change its name similar to what had been done when it was changed from RDA to CDRA. Director Bush inquired if the requirements would remain the same. Mr. Allen believed the intent of the changes were meant to streamline the process.

Director Phipps inquired about contracted services in the CED administration fund. Mr. Allen explained many of these expenses identified in FY14 had been stopped and moved to the General Fund at the suggestion of the CDRA Governance Report.

There being no further business to come before the Community Development and Renewal Agency, **Director Shepherd moved to adjourn as the Community Development and Renewal Agency and reconvene as the City Council in a work session at 8:33 p.m., seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.**

**APPROVED AND ADOPTED
This 10th day of May, 2016**

/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 Community Development and Renewal Agency meeting held Tuesday, April 19, 2016.

/s/Nancy R. Dean, City Recorder