

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
January 12, 2016

(This meeting was held following the regularly scheduled City Council Meeting.)

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
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Spencer Brimley	Development Services Manager
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Summer Palmer	Human Resource Manager
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Heather Christopherson – Ulrich & Associates, Chuck Ulrich – Ulrich & Associates, Brad Lasater – Wilcox Farms, Boy Scout Troop 584, Kathryn Murray, Amber Self, Con L. Wilcox – Wilcox Farms

Chair Young called the meeting to order at 7:47 p.m.

APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE OCTOBER 27, 2015 WORK AND POLICY SESSIONS AND THE DECEMBER 8, 2015 WORK SESSION

Director Shepherd moved to approve the Clearfield Community Development and Renewal Agency (CDRA) minutes from the October 27, 2015 work and policy sessions and the December 8, 2015 work session as written, seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.

APPROVAL OF RESOLUTION 2016R-01 ADOPTING POLICIES AND PROCEDURES FOR THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)

JJ Allen, Assistant City Manager, reminded the Board the item was discussed during a previous work session; however, new members of the Board might not have been in attendance. He explained the CDRA recently commissioned a Governance Report and one of the recommendations from that report was to adopt Policies and Procedures for the CDRA. Staff drafted the proposed Policies and Procedures for consideration by the Board.

Director Bush pointed out during the previous work session a discussion had taken place during which Director LeBaron had suggested the language “critically necessary” be eliminated from the document when referencing “eminent domain” and pointed out that language was still included in the proposed document. A discussion regarding the proposed language took place. Director Shepherd expressed his opinion the word “critically” should be stricken from the document.

Mr. Allen clarified the Board desired the language to read “only for the removal of blight”. There was no expressed opposition to the suggested change.

Director Phipps stated he wasn’t aware of the designation of the CEO. Mr. Allen responded when the CDRA bylaws were adopted in 2006 it designated the City Manager as the CEO of the CDRA and the City Recorder was the Secretary of the CDRA.

Director Shepherd moved to approve Resolution 2016R-01 adopting policies and procedures for the Clearfield Development and Renewal Agency (CDRA) with the elimination of “critically necessary” and authorize the Chair’s signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.

There being no further business to come before the Community Development and Renewal Agency, **Director Bush moved to adjourn as the Community Development and Renewal Agency at 7:54 p.m., seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.**

**APPROVED AND ADOPTED
This 9th day of February, 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, January 12, 2016.

/s/Nancy R. Dean, City Recorder