

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
August 8, 2017

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

PRESIDING:	Bruce Young	Chair
PRESENT:	Kent Bush	Director
	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	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
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Development Services Manager
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Terrence Jackson	IT Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Brady Jugler – Planning Commission Chair, Terry Avondet, Koral Vasquez, Anthony Vasquez, David Tomczak, Bob Bercher, Robert Stotts, Sunset Mayor Beverly Macfarlane

Chair Young called the meeting to order at 8:08 p.m.

APPROVAL OF THE MINUTES FROM THE JUNE 13, 2017 POLICY SESSION AND THE JULY 18, 2017 WORK SESSION

Director Bush moved to approve the minutes from the June 13, 2017 policy session and the July 18, 2017 work session, as written, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Bush, Peterson Phipps, Roper, and Shepherd. Voting NO – None.

APPROVAL OF THE MEMORANDUM OF UNDERSTANDING WITH UTAH TRANSIT AUTHORITY (UTA) REGARDING THE DEVELOPMENT OF PROPERTY AT OR NEAR 1200 SOUTH STATE, 1250 SOUTH STATE, AND 1400 SOUTH 1000 EAST

The Memorandum of Understanding (MOU) established the parameters under which Utah Transit Authority (UTA) agreed to sell property for the anticipated Stadler Rail project. It also identified a commitment on behalf of the Community Development and Renewal Agency (CDRA) to provide funding through tax increment revenue for a future parking structure, assuming transit-oriented development on the remainder (non-Stadler) parcels. Clearfield and UTA also agreed to cooperate on a Station Area Plan, which would be a precursor to a Master Development Plan for the remainder parcels.

Director Shepherd moved to approve the Memorandum of Understanding with Utah Transit Authority (UTA) regarding the development of property at or near 1200 South State, 1250 South State, and 1400 South 1000 East and authorize the Chair's signature to any necessary documents, seconded by Director Peterson . The motion carried upon the following vote: Voting AYE – Directors Bush, Peterson, Roper, and Shepherd. Voting NO – Director Phipps.

APPROVAL OF THE REAL ESTATE PURCHASE AGREEMENT FOR THE PROPERTY LOCATED AT 17 AND 51 NORTH MAIN STREET (TINS: 12-020-0019, 12-020-0021, 12-020-0022) FROM THE JOSEPH JERRY KNIGHT FAMILY TRUST

JJ Allen, Assistant City Manager, referenced the closed work session held on July 18, 2017 where the Community Development and Renewal Agency (CDRA) Board directed staff to commence negotiation for the purchase of the property, so that the CDRA could control the entire corner and work toward comprehensive redevelopment and implementation of the vision for that part of downtown.

Mr. Allen indicated the negotiations were completed and the property was under contract with a purchase price of \$1,000,000 for the 2.43 acres. He stated the timeline for closing would be within thirty days. Mr. Allen continued the review of environment documents was taking place as a part of the due diligence period, as well as a survey of the property. He requested if something was found during the due diligence period, staff be authorized to negotiate through contract addendums the necessary cost adjustments to the purchase price of the property for mitigation of those findings. Mr. Allen stated if there were concerns or a need for something to be mitigated then funds could be set aside from the purchase price in an escrow account to address the costs associated with the cleanup. He reported things currently appeared to be clean. Mr. Allen stated the acquisition of the property would complement the City's civic corridor.

Director Phipps asked if there were reports in place that would certify there were not any hazardous materials or environmental concerns that would be costly. Mr. Allen explained all the reports reviewed so far indicated the site was clean. Mr. Allen answered there had previously been some remediation on the site by the owner because gas tanks leaked decades ago; however, the Utah Department of Environmental Quality (DEQ) provided a letter which indicated there was no further action required. Director Phipps noted there was also some concern about oil lube

from the junk yard harming the soil. Mr. Allen stated that well tests were done and even though there was some contamination it didn't get into the water supply and was not a concern.

Director Phipps questioned whether or not the purchase price was fair and reasonable. Director Shepherd responded it was a fair price. Mr. Allen responded the offer submitted was not contingent upon an appraisal because there was a good authority indicating the negotiated amount was fair. He added another interested party desiring the land for a commercial project had offered the same amount, but cancelled the contract because the seller was not able to accommodate an extension desired by the purchaser for due diligence, which allowed the CDRA to move forward with the purchase of the property.

Director Phipps mentioned the responsibility the CDRA would have to maintain the property until further development. Mr. Allen acknowledged maintenance would be required once the purchase was finalized and staff would have that responsibility. He suggested the property had been discussed internally by staff as a potential site for a new County library and that would be proposed after the purchase was completed.

Director Shepherd moved to approve the Real Estate Purchase Agreement for the property located at 17 and 51 North Main Street (TINs: 12-020-0019, 12-020-0021, 12-020-0022) from the Joseph Jerry Knight Family Trust and authorize staff to resolve any issues discovered during the due diligence period and negotiate any necessary adjustments as needed with the seller and authorize the Chair's signature to any necessary documents, seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Bush, Peterson Phipps, Roper, and Shepherd. Voting NO – None.

Nancy Dean, City Recorder announced that former Councilmember Marilyn Fryer (Timothy) had passed away. Director Shepherd expressed condolences to the family.

There being no further business to come before the Board, **Director Bush moved to adjourn as the Community Development and Renewal Agency at 8:18 p.m., seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE: Directors Bush, Peterson, Phipps, Roper, and Shepherd. Voting NO – None.**

**APPROVED AND ADOPTED
This 12th day of December, 2017**

/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 City Council meeting held Tuesday, August 8, 2017.

/s/Nancy R. Dean, City Recorder