

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
6:00 P.M. WORK SESSION  
November 14, 2017

*(This meeting was held during the regularly scheduled City Council Work Session.)*

PRESIDING:	Bruce Young	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
EXCUSED:	Kent Bush	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
	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: Kathryn Murray, Brady Jugler – Planning Commission Chair, Karece Thompson, Adam Hughes – Better City

Chair Young called the meeting to order at 6:01 p.m.

DISCUSSION ON BETTER CITY'S IMPLEMENTATION FOR THE MABEY PLACE REDEVELOPMENT PLAN AGREEMENT

JJ Allen, Assistant City Manager, stated the CDRA contracted with Better City in part to prepare a feasibility study regarding the redevelopment potential of Lakeside Square and Clearfield Mobile Home Park properties, more commonly known as Mabey Place. He explained the study and concept plan for redevelopment were completed within a few months and presented to the Board for review on December 13, 2016.

He continued the second phase of the contract was for implementation of the conceptual plan. He indicated the contract period for implementation was one year with an optional second year. Mr.

Allen noted per the contract during the implementation phase, Better City would engage with the private development community to attract a CDRA approved third-party developer(s). He commented the purpose of the discussion was to review the past year of implementation and gauge the CDRA's interest in continuing with a second year of implementation efforts. Mr. Allen explained only six months of implementation had been budgeted in FY18. He commented if it was decided to opt for a second year of implementation it would be necessary to amend the current year's budget to include six more months totaling \$21,000. He reported the cost for implementation was \$3,500 per month and the remaining six months of the contract would need to be included with the FY19 budget.

Director Roper arrived at 6:05 p.m.

Director Peterson left the meeting at 6:06 p.m.

Mr. Allen introduced Adam Hughes with Better City and asked him to share the implementation results with the Board. Mr. Hughes reviewed the implementation efforts to date for Lakeside Square which included creating marketing materials; conducting additional market research; meeting with property management (Kier) regularly; identifying and contacting developers with similar development concepts; reaching out to master developers, hotel operators, theaters, and townhome builders; recruiting a boutique hotel developer from Colorado to visit the site; and continued meetings with potential development partners for the site.

Mr. Hughes explained initially the boutique hotel developer wanted to act as the master developer of the site; however, it had revised interest to the hotel development only and preferred partnering with a local developer which had experience in the Utah marketplace for the remaining acreage. He reported casting the vision of the site with the economic development communities and forming partnerships with multiple parties within the development community was moving forward with Lakeside Square.

He reviewed the implementation efforts for Clearfield Mobile Home Park. He noted there were interested developers; however, timing was an issue because the property was tied to legal obligations. Director Shepherd stated those legal obligations were no longer an issue because the property owner had agreed to sign the listing agreement and the property should be on the market soon. Mr. Hughes explained Better City had revised its approach and focused on Lakeside Square while the court process with Clearfield Mobile Home Park was settled. He stated given the current market there would now be a greater opportunity for the development of both sites.

Mr. Hughes reported with an additional year of implementation efforts, Better City planned to continue facilitating meetings with the boutique hotel developer and development partners. He advised if the boutique hotel decided not to participate other developers had expressed interest. He explained the next steps would be to assist developers with site plans; work with the City in designing the public space for the plaza; assist in structuring joint venture and development agreements, as necessary; get the property under contract; and assist in working together to get those properties developed cohesively.

Mr. Allen stated staff recommended it would be advantageous to continue the contract with Better City for further implementation.

Director Phipps asked what kind of a contract was in place with Better City. Mr. Allen explained the fee was \$3,500 per month which included all the implementation efforts unless there were an extraordinary amount of travel costs which would be billed additionally.

Chair Young asked how development of the property would coincide timing wise with the creation of form based code. Mr. Allen responded there was interest expressed by developers but it was not so pressing it would precede formation of the form based code. He mentioned Mr. Hughes was also involved in the form based code project and was a member of the steering committee. Mr. Hughes proposed getting some of the developers which were engaged in the site and fully committed to the project involved in the form based code project. Mr. Allen added there could be an opportunity to include those interested developers in the form based code project moving forward through the focus groups.

The consensus of the Board was to continue the contract with Better City for further implementation efforts.

There being no further business to come before the Board, **Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session at 6:15 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE: Directors Phipps, Roper, and Shepherd. Voting NO – None.** Directors Bush and Peterson were not present for the vote.

*\*\*The City Council work session minutes are in a separate location.\*\**

**APPROVED AND ADOPTED  
This 12<sup>th</sup> 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, November 14, 2017.

/s/Nancy R. Dean, City Recorder