

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
7:00 P.M. POLICY SESSION  
June 26, 2018

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

PRESIDING:	Kent Bush	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Karece Thompson	Director
EXCUSED:	Mark Shepherd	Director
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Brie Brass	Assistant City Attorney
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Wendy Page	Deputy Recorder
EXCUSED:	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Nancy Dean	City Recorder

VISITORS: Jared Hadley

Chair Bush called the meeting to order at 7:29 p.m.

APPROVAL OF THE MINUTES FROM JUNE 12, 2018 POLICY SESSION

**Director Peterson moved to approve the minutes from the June 12, 2018 policy session, as written, seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE AMENDMENTS TO THE FISCAL YEAR 2017/2018 BUDGET

Rich Knapp, Finance Manager, stated there were two amendments being proposed. He explained Economic Development Area 3 (EDA 3) received \$217,000 in increment; therefore, ATK qualified for 82 percent of the increment value. He noted the first proposed amendment was \$180,000 to adjust for the EDA 3 developer increment expenditure and revenue from increased

tax increment. Mr. Knapp indicated the second proposed amendment resulted from a loan the CDRA had from the Enterprise Funds about 15 years ago for approximately \$1,000,000. He acknowledged the CDRA was charged interest on the loan at the same rate as the funds received in reserve which had increased over the years; consequently, the budget amendment would reflect the increase of \$14,000 to cover the debt service interest.

Chair Bush opened the public hearing at 7:30 p.m.

Chair Bush asked if there were any public comments.

There were no public comments.

**Director Roper moved to close the public hearing at 7:31 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

APPROVAL OF RESOLUTION 2018R-02 AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2017/2018 BUDGET

**Director Peterson moved to approve Resolution 2018R-02 authorizing amendments to the fiscal year 2017/2018 budget and authorize the Chair’s signature to any necessary documents, seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

APPROVAL OF THE GROUND LESSOR’S CONSENT, NONDISTURBANCE, ATTORNMENT AND ESTOPPEL AGREEMENT BETWEEN THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA), CLEARFIELD 888, LLC, AND KEYBANK NATIONAL ASSOCIATION RELATING TO THE PROPERTY LOCATED AT 888 SOUTH UNIVERSITY PARK BOULEVARD

Chair Bush explained this item was discussed during the City Council policy session and was a similar document, except it was an agreement with the CDRA.

**Director Phipps moved to approve the Ground Lessor’s Consent, Nondisturbance, Attornment and Estoppel Agreement between CDRA, Clearfield 888, LLC, and KeyBank National Association relating to the property located at 888 South University Park Boulevard, and authorize the Mayor’s signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

There being no further business to come before the Board, **Director Thompson moved to adjourn at 7:34 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE: Directors Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Director Shepherd was not present for the vote.

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

**APPROVED AND ADOPTED  
This 28<sup>h</sup> day of August, 2018**

**/s/Kent Bush, 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, June 26, 2018.

/s/Nancy R. Dean, City Recorder