

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
November 13, 2018

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

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

VISITORS:

Chair Bush called the meeting to order at 8:55 p.m.

DISCUSSION ON THE PROPERTY SWAP AGREEMENT WITH DAVIS COUNTY FOR THE RELOCATION OF THE NORTH LIBRARY BRANCH

Chair Bush mentioned last week he had signed the title documents for the sale of the property proposed for the relocation site of the Clearfield Branch library.

JJ Allen, City Manager, explained the property swap agreement was still going through a review process and there were some updates since the staff report was completed. He indicated the new proposal was to close on both transactions on the same day for the purchase and sale of the properties at 562 South 1000 East and approximately 1 North Main. He noted if that were approved the City would lease the property where the library currently operated to the County until its building could be demolished and vacated.

Chair Bush asked if the City planned to lease it to the County at no cost. Mr. Allen answered yes; however, the responsibility for maintenance of the property would remain with the County. He

indicated the concept remained the same with the sale and purchase price of \$1 but the County would continue to lease the property until it was operational at its new location.

Director Phipps asked if a deadline would be included in the agreement. Mr. Allen responded the proposed purchase and sale agreement included language that the construction would need to begin by the end of 2020. He reviewed the County's timeline for the project which included construction of the new building in 2019, occupancy by 2020, and one year to accomplish the demolition and any environmental cleanup. He continued the agreement was simple in concept but was a 30 page document of legal language.

Chair Bush asked if the agreement was planned for consideration soon. Mr. Allen answered the agreement should be ready for consideration at the December 11, 2018 policy session. He noted the County had expressed its desire to have the transaction completed prior to the end of the year so it could begin the design and keep the project moving forward. There was a discussion about upcoming changes with County Commissioners, the proposed design for the new library, and the County's desire to involve members of the community or elected officials in its planning process to help create an anchor tied to the City with the design.

Director Shepherd moved to adjourn at 9:03 p.m., seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

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

**APPROVED AND ADOPTED
This 23rd day of April, 2019**

/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 Community Development and Renewal Agency meeting held Tuesday, November 13, 2018.

/s/Nancy R. Dean, City Recorder