

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
August 27, 2019

(This meeting was held following a City Council policy session.)

City Building
55 South State Street
Clearfield City, Utah

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
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	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: Chris Uccardi, Ruth Jones, Devin Prouty, Kathryn Murray, Samuel Jacobsen, Bob Bercher, Matthew Jacobsen, Harrisen Arave, Mike Arave, Archie R. Gomez

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

APPROVAL OF THE MINUTES FROM THE JUNE 18, 2019 WORK SESSION AND THE JUNE 25, 2019 POLICY SESSION

Director Peterson moved to approve the minutes from the June 18, 2019 work session and the June 25, 2019 policy session, as written; 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 ADDENDUM #1 TO THE CITY CENTRE TAX INCREMENT PARTICIPATION AGREEMENT

Summer Palmer, Assistant City Manager, indicated representatives from both City Centre and Argentine Corner inquired if any financial assistance was available to facilitate the relocation of Argentine Corner to the commercial store front at City Centre. She explained the commercial pad would need to be improved in order to have a restaurant use the space. She noted the CDRA currently had a Tax Increment Participation Agreement with City Centre that specified how and when it qualified for the tax increment revenue generated by the development. Ms. Palmer reported the CDRA could work through the TIF by way of an addendum to help offset the gap so a restaurant could use the space.

She mentioned the addendum was discussed during the mid-year retreat on August 23, 2019. She noted staff recommended the CDRA provide \$50,000 from RDA 7 tax increment revenue and approve the addendum with its terms for repayment. Ms. Palmer pointed out the addendum included a baseline amount of \$72,042 which was the increment distributed in the spring of 2019. She explained from year 2019 through 2023 if the calculated incentive payment exceeded the baseline of \$72,042, then the excess would be retained by the CDRA until the \$50,000 was recuperated. She noted if for some reason RDA 7 were to close, the CDRA would then forgive any remaining balance.

She mentioned the addendum had been updated since the prior discussion to include Attachment B which itemized the Argentine Corner tenant improvements and the stipulation was removed requiring the business to sign a long time lease. Ms. Palmer indicated the improvements were for the building to facilitate a restaurant in the space and if things did not work in that space long term with Argentine Corner it would be ready for another restaurant. She stated the recommendation of staff would be to approve Addendum #1 to the City Centre Tax Increment Participation Agreement.

Director Thompson expressed his appreciation for the amendments that had been made to the addendum since the previous meeting. He felt the changes would allow another viable business the opportunity for the space if Argentine Corner was not able to meet its contract requirements with City Centre. Ms. Palmer responded success rates in the restaurant industry were unpredictable; therefore, the stipulation was removed. She pointed out the funds were designed to prepare the space for restaurant use whether now or in the future rather than tying the CDRA to the success of a specific tenant.

Director Roper expressed his enthusiasm for the proposal and felt it would be an improvement for the City and the area. He stated it would be an opportunity for the CDRA to invest in itself and Clearfield.

Chair Bush noted City Centre was willing to dedicate the parking area to the west of the building for patrons of the restaurant. He questioned whether or not something should be included to ensure that promise was fulfilled. Ms. Palmer answered the City had received a site plan and there would likely be an agreement in place to have some parking available for the restaurant. JJ Allen, City Manager, recalled there was an agreement in place already where a certain number of

stalls were reserved for the commercial space. He stated the developer had expressed a willingness to provide more parking than was specified in the agreement to help with the partnership. He acknowledged if the Board felt the parking area was important then it could be proposed as a condition to the addendum. Chair Bush asked the Board whether or not it should be added to the addendum. Director Phipps expressed his opinion it would be in the best interest of the owner that the restaurant be successful, so if there was a problem it would likely be remedied. Director Roper stated if it was addressed in another document it was not necessary for any redundancy in the addendum.

Director Roper moved to approve Addendum #1 to the City Centre Tax Increment Participation Agreement and authorize the Chair'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 Community Development and Renewal Agency, **Director Phipps moved to adjourn at 8:17 p.m., 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.

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

**APPROVED AND ADOPTED
This 22nd day of October, 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, August 27, 2019.

/s/Nancy R. Dean, City Recorder