

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY  
MEETING MINUTES  
7:00 P.M. POLICY SESSION  
December 10, 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                       |
|                | Mark Shepherd   | Director                       |
|                | Karece Thompson | 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                |
|                | Lee Naylor      | Accountant                     |
|                | Trevor Cahoon   | Communications Coordinator     |
|                | Nancy Dean      | City Recorder                  |
|                | Wendy Page      | Deputy Recorder                |

VISITORS: Lamont Hampton – Open Doors, Cheridee Barker – Open Doors, Beth Young – Open Doors, Craig Young – Open Doors, Ruth Jones, Bob Bercher, Alyssa Belford, Kathryn Murray

Chair Bush called the meeting to order at 8:26 p.m.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 12, 2019 POLICY SESSION

**Director Peterson moved to approve the minutes from the November 12, 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, Shepherd, and Thompson. Voting NO – None.**

APPROVAL OF RESOLUTION 2019R-07 AUTHORIZING THE FIRST AMENDMENT TO ADDENDUM #1 OF THE TAX INCREMENT FINANCING (TIF) PARTICIPATION AGREEMENT WITH CLEARFIELD PROPERTIES, LLC, FOR THE CITY CENTRE APARTMENTS LOCATED AT 70 SOUTH STATE STREET

Summer Palmer, Assistant City Manager, stated the Board recently approved Addendum #1 to the Tax Increment Financing Participation Agreement with Clearfield Properties, LLC, to facilitate the relocation of Argentine Corner to the commercial store front at City Centre. She noted the first amendment to Addendum #1 was discussed during work session on November 26, 2019. She continued due to design delays with the developer's architect and engineers, the developer and Argentine Corner were requesting the CDRA allow a six-month extension of time to complete the necessary tenant improvements. Ms. Palmer explained the amendment would adjust the date for completion of the tenant improvements to April 30, 2020.

**Director Shepherd moved to approve Resolution 2019R-07 authorizing the first amendment to Addendum #1 of the Tax Increment Financing (TIF) Participation Agreement with Clearfield Properties, LLC, 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, Shepherd, and Thompson. Voting NO – None.**

There being no further business to come before the Community Development and Renewal Agency, **Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session at 8:30 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 policy session minutes are in a separate location.\*\**

**APPROVED AND ADOPTED  
This 14<sup>th</sup> day of January, 2020**

**/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, December 10, 2019.

/s/Nancy R. Dean, City Recorder