

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
September 13, 2016

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

PRESIDING:	Bruce Young	Chair
PRESENT:	Keri Benson	Director
	Kent Bush	Director
	Nike Peterson	Director
	Vern Phipps	Director
	Mark Shepherd	Director
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Spencer Brimley	Development Services Manager
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Kim Read	Deputy City Recorder
	Annie Bradshaw	Administrative Assistant
EXCUSED:	Nancy Dean	City Recorder

VISITORS: Warren Sellers – Pioneer Adult Rehabilitation Center (PARC), Colton Desmond, Bob Bercher, Kathryn Murray

Chair Young called the meeting to order at 7:53 p.m.

APPROVAL OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) MINUTES FROM THE AUGUST 9, 2016 POLICY SESSION

Director Shepherd moved to approve the Clearfield Community Development and Renewal Agency (CDRA) minutes from the August 9, 2016 policy session as written, seconded by Director Bush. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.

APPROVAL OF THE PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH BETTER CITY

JJ Allen, Assistant City Manager, stated Better City was a consulting firm specializing in redevelopment and economic development. The proposed agreement would authorize Better City

to prepare a feasibility study and land use concept plan for the redevelopment of the Mabey Pond/Clearfield Mobile Home Park area, and then to implement that plan. He indicated the project entailed two phases:

- The first consisted of a feasibility study which was approximately \$30,000.
- The second would be the implementation of whatever the study reflected. He mentioned the fee for that phase would be \$3500 per month for one year, with the potential to extend for an additional year, if needed.

Chair Young expressed concern about approving the second phase without knowing the results of the feasibility study and what would be recommended for implementation. Mr. Allen responded if the consultant recommended something the City didn't want or like, phase two wouldn't be authorized. He read from the contract which stated, "...upon the CDRA's authorization and within the parameters that were acceptable to the CDRA..."

Director Benson inquired how long it would take for the study to be completed. Mr. Allen responded approximately two months.

Director Peterson asked if once the seventy five percent benchmark was met by the City, payments would continue to the full amount of \$72,000 until the end of the term of the agreement. Mr. Allen responded that was correct.

Director Benson moved to approve professional consulting services agreement with Better City and authorize the Chair's signature to any necessary documents, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.

There being no further business to come before the Community Development and Renewal Agency, **Director Bush moved to adjourn as the Community Development and Renewal Agency and reconvene as the City Council at 8:00 p.m., seconded by Director Benson. The motion carried upon the following vote: Voting AYE – Directors Benson, Bush, Peterson, Phipps and Shepherd. Voting NO – None.**

**APPROVED AND ADOPTED
This 13th day of December, 2016**

/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, September 13, 2016.

/s/Nancy R. Dean, City Recorder