



**CITY OF KEARNS
COMMUNITY REINVESTMENT AGENCY (CRA) MEETING**

September 8, 2025, 6:00 PM
KEARNS LIBRARY - 4275 W 5345 S, KEARNS, UTAH 84118

**CITY OF KEARNS CRA MEETING MINUTES
September 8, 2025**

BOARD MEMBERS PRESENT:

Kelly Bush, Chair
Chrystal Butterfield
Patrick Schaeffer
Tina Snow

BOARD MEMBERS EXCUSED:

Alan Peterson

STAFF PRESENT:

Nathan Bracken, City Attorney
Dan Torres, Economic Development Manager
Diana Baun, Secretary

Others Present:

1. CALL TO ORDER

Board Chair Kelly Bush, presiding, called the meeting to order at 6:00 PM.

2. DETERMINE QUORUM

Chair Bush announced that a quorum was present allowing the meeting to proceed, noting that Board Member Al Peterson was absent from the meeting.

3. CITIZEN PUBLIC INPUT - None

4. CONSENT AGENDA

A. July 14, 2025 CRA Meeting Minutes

Board Member Snow moved to approve the July 14, 2025 CRA Meeting Minutes as published. Board Member Schaeffer seconded the motion; vote was 4-0, unanimous in favor with Board Member Peterson absent from the vote.

5. BOARD BUSINESS

A. Discussion and Potential Adoption of Agency Bylaws

CITY OF KEARNS COUNCIL

MAYOR KELLY BUSH, DEPUTY MAYOR TINA SNOW
COUNCIL MEMBER CHRYSTAL BUTTERFIELD, COUNCIL MEMBER ALAN PETERSON,
COUNCIL MEMBER PATRICK SCHAEFFER

Board Member Snow moved to approve adoption of the agency bylaws as published and presented in Attachment A tonight. Board Member Butterfield seconded the motion; vote was 4-0, unanimous in favor with Board Member Peterson absent from the vote.

B. Discussion and Potential Adoption of an Agency Code of Conduct

Board Member Butterfield moved to approve adoption of an agency code of conduct as published and presented in Attachment B tonight. Board Member Schaeffer seconded the motion; vote was 4-0, unanimous in favor with Board Member Peterson absent from the vote.

Dan Torres asked to postpone the discussion regarding forming a citizen committee, noting there will be an application created to bring to the board for approval at a future meeting.

6. CLOSED SESSION IF NEEDED AS ALLOWED PURSUANT TO UTAH CODE §52-4-205

- A. Discussion of the character, professional competence or physical or mental health of an individual**
- B. Strategy sessions to discuss pending or reasonably imminent litigation**
- C. Strategy sessions to discuss the purchase, exchange, or lease of real property**
- D. Discussion regarding deployment of security personnel, devices, or systems; and/or**
- E. Other lawful purposes as listed in Utah Code §52-4-205**

7. ADJOURN

Board Member Schaeffer moved to adjourn the September 8, 2025 Community Reinvestment Agency Meeting and move to the City Council Meeting. Board Member Butterfield seconded the motion; vote was 4-0, unanimous in favor with Board Member Peterson absent from the vote.

The September 8, 2025 CRA meeting adjourned at 6:04 PM

This is a true and correct copy of the September 8, 2025 Kearns Community Reinvestment Agency Meeting Minutes, which were approved on May 11, 2026.

Attest:

Diana Baun, Secretary

Kelly Bush, Board Chair