

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
April 13, 2021

(This meeting was held following the City Council work session.)

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Karece Thompson	Vice-Chair
EXCUSED:	Nike Peterson	Chair
PRESENT:	Kent Bush	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
STAFF PRESENT:	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
	Wendy Page	Deputy Recorder
EXCUSED:	JJ Allen	City Manager
	Nancy Dean	City Recorder

Vice-Chair Thompson called the meeting to order at 9:02 p.m.

DISCUSSION ON THE CDRA FISCAL YEAR 2022 BUDGET

Summer Palmer, Assistant City Manager, indicated the CDRA draft budget for FY22 had been included with the agenda packet. She explained the City currently had seven active project areas, but the Lifetime Products Community Reinvestment Area (CRA) was scheduled to trigger so there would soon be eight active project areas. She mentioned the interlocal agreements required the Lifetime Products project area to trigger in the current tax year; however, recent legislation made it possible to extend the life of project areas by a couple of years if impacted by the COVID-19 pandemic. She acknowledged Lifetime Products was expected to request the extension which would allow for more time to hit the incentive cap.

Ms. Palmer reviewed the draft CDRA FY22 budget and highlighted each of the project areas' tax increment revenues and expenditures. She noted the tax increment from the redevelopment areas

(RDAs) was used to pay the debt service on the Clearfield Aquatic and Fitness Center (CAFC). Ms. Palmer stated the CDRA revenues were estimated to be \$2,502,810 with expenditures at \$2,179,331 resulting in a net contribution to the CDRA's fund balance of \$323,479.

Ms. Palmer acknowledged the FY22 budget assumed that the loan owed to the City's Utility Administration Fund would be forgiven following any appropriate action. She pointed out that the CDRA could save about \$20,000 each year in interest payments. She added it would allow the funds typically paid out to accrue and then be used towards economic development and redevelopment purposes.

Ms. Palmer continued the draft FY22 budget also included the following two projects proposed to be paid for from the accrued balances:

- Undergrounding the powerlines on the west side of State Street, from 350 South to 550 South (RDA 7). The project had been rolled over from the FY21 budget in case it became necessary to move it forward because the timing was contingent on Rocky Mountain Power's help to proceed.
- Incentivizing the relocation of Argentine Corner to Clearfield Junction (RDA 8). The incentive was included in an FY21 budget amendment; however, it would be rolled forward to FY22 in case the project was not completed before the end of June.

Ms. Palmer explained the CDRA budget was fairly straight-forward with very little wiggle room. She asked if there were any questions about the draft FY22 CDRA budget. There were no questions from the Board.

Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session at 9:08 p.m., seconded by Director Roper. The motion carried upon the following vote: Voting AYE – Directors Bush, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

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

**APPROVED AND ADOPTED
This 11th day of May, 2021**

/s/Nike Peterson, 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, April 13, 2021.

/s/Nancy R. Dean, City Recorder