

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

January 5, 2021

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

City Building
55 South State Street
Clearfield City, Utah

No physical meeting location was available for the public due to the statewide public health emergency which might present a substantial risk to the health and safety of others. The meeting was held for the public electronically via Zoom Meeting address:

Zoom Meeting

<https://us02web.zoom.us/j/88996299239>

Meeting ID: 889 9629 9239

PRESIDING:	Nike Peterson	Chair
PRESENT:	Kent Bush	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
	Nancy Dean	City Recorder

Pursuant to the State of Utah Public Health Order 2020-17, dated October 14, 2020, and in conjunction with the State of Utah's ongoing declaration of a statewide public health emergency, Chair Peterson acknowledged Mayor Shepherd's declaration made on January 5, 2021 that resulted in the following: (1) the City would not be providing an anchor location for City Council or other board meetings for the next 30 days, (2) Although no other physical meeting location would be available for the general public, the City Council or other board members might or might not appear in person at the City building subject to compliance of social distancing and mask requirements, (3) the public's participation in the City Council or other board meetings might present a substantial risk to the health and safety of others, and (4) the

public's participation in the City Council or other board meetings would only be available through Zoom and/or Facebook Live.

Chair Peterson called the meeting to order at 8:55 p.m.

DISCUSSION ON AMENDMENTS TO THE FISCAL YEAR 2021 BUDGET

Rich Knapp, Finance Manager, reviewed the following budget amendment with the Board:

- \$343,000 - Engineering Services for Clearfield Station Transit Oriented Development (TOD) funded from CDA 1 – Clearfield Station planned for Bond reimbursement.

He noted there had been a discussion during the prior City Council work session about forgiveness of a CDRA loan which would be paid by the City from the Utility Admin Fund in the amount of \$1,134,177. Mr. Knapp explained that item would be addressed later in the year as a future CDRA budget amendment since there appeared to be interest from the City Council in proceeding towards loan forgiveness. He indicated that would allow time for a resolution where the loan forgiveness could be properly documented.

JJ Allen, City Manager, pointed out that if the CDRA Board agreed to an incentive grant with Argentine Corner, which would be discussed next in further detail; it would be necessary to add it as an additional budget amendment for consideration in next week's policy session since it was not currently part of the FY21 budget.

DISCUSSION ON THE ARGENTINE CORNER COMMERCIAL DEVELOPMENT AND ECONOMIC STIMULUS INCENTIVE AGREEMENT

JJ Allen, City Manager, stated the CDRA Board had previously approved an incentive award to assist Argentine Corner in its relocation to City Centre; however, due to various reasons the deal had not worked out between the business and the property owner. He noted Argentine Corner was currently in the process of relocating to Clearfield Junction and had asked if the CDRA would aid after a significant investment was made towards its relocation efforts.

Mr. Allen mentioned the incentive was proposed as a matching grant of about 25 percent or \$50,000 whichever would be less. Director Shepherd reviewed the relocation efforts of the business to date and said the funds would assist the business with the buildout and signage for the new location. He indicated his support for the incentive since the Board had committed to it in the past. He suggested it made sense to offer it again. He added the investment would help elevate the image of the City and show the Boards' commitment to business development in the downtown area.

Director Bush wondered if the \$50,000 originally committed had already been paid. Mr. Allen answered it had not been paid. He explained in the past funds were committed to the property owner to improve the location for the business. He stated when that location failed to materialize the new proposal would be to pay the business owner directly post performance. There was a discussion about what Argentine Corner was doing to prepare for its relocation to Clearfield Junction.

The consensus of the Board was to assist with an economic stimulus incentive for the relocation of Argentine Corner to Clearfield Junction. Chair Peterson expressed her approval of the requirement for a five-year commitment within the agreement. Director Shepherd explained the business had made a 15-year lease arrangement.

Mr. Allen indicated the incentive agreement was not included in the 2021 fiscal year budget so it would need to be added as an additional budget amendment for consideration during next week's policy meeting along with the other budget amendments previously discussed. He explained the incentive funds would come from the tax increment revenue produced by RDA 8 as noted in the staff report.

Director Phipps expressed his concern related to parking availability at Clearfield Junction. Director Shepherd mentioned much of the parking meant for consumer parking was currently being utilized for construction equipment. There was a discussion about parking issues, the potential for property management intervention with tenants regarding parking, and the progress of retail tenants at Clearfield Junction.

Director Shepherd moved to adjourn at 9:09 p.m., seconded by Director Phipps. 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 8th 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, January 5, 2021.

/s/Nancy R. Dean, City Recorder