



**COMMUNITY REINVESTMENT
AGENCY OF MAGNA
AGENDA
November 12, 2024**

Webster Center
8952 West Magna Main Street
Magna, Utah 84044

PUBLIC NOTICE IS HEREBY GIVEN that the Community Reinvestment Agency (CRA) of Magna will hold a business meeting on the **12th day of November 2024** at the Webster Center, 8952 West Magna Main Street Magna, Utah as follows:

**** Portions of the meetings may be closed for reasons allowed by statute. Motions relating to any of the items listed below, including final action, may be taken.**

Anticipated meeting duration: 30 minutes

5:30 PM – COMMUNITY REINVESTMENT AGENCY

1. CALL TO ORDER
2. Determine Quorum
3. **PUBLIC COMMENTS (Limited to 3 minutes per person)**

Any person wishing to comment on any item not otherwise scheduled for a public hearing on this evening's agenda, should sign-up on the "Public Comment" form located at the entrance. Person's signing up to speak will be called up in the order that they signed-in on the "Public Comment" form. Persons addressing the CRA shall step-up to the microphone and give their name for the record. The CRA is interested in hearing directly from residents. In an effort to be both transparent and responsive, the CRA Board Members cannot respond directly to comments during public comment. However, the CRA Executive Director will be responsible for responding directly to citizens who request a response. Should an item on tonight's agenda generate a question you would like answered, there is a QR code at the front entrance. Please scan the QR code and send your question directly to CRA Staff. The CRA Board will not interrupt the evening's agenda to take questions from the audience once the formal meeting has commenced. ***Comments should be limited to not more than three (3) minutes unless additional time is authorized by the Governing Body.***

4. **DISCUSSION/ACTION ITEMS**

- a. Approval of the 10/22/24 Minutes – ***Nicole Smedley, Secretary***
- b. Consider Adoption of ***Resolution 2024-11-01*** Approving Community Reinvestment Agency Bylaws – ***David Brickey, Executive Director*** (5 minutes)
- c. Appoint Agency Officers – ***David Brickey, Executive Director*** (5 minutes)

5. **CLOSED SESSIONS AS NEEDED PURSUANT TO UTAH STAE 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
- e. Other lawful purposes as listed in Utah Code §52-4-205

6. ADJOURN

ZOOM MEETING: Topic: Community Reinvestment Agency of Magna

When: November 12, 2024, 05:30 PM Mountain Time (US and Canada)

Register in advance for this webinar at:

https://zoom.us/webinar/register/WN_3r3CGOQxSnSF7mFJeJVwgQ

After registering, you will receive a confirmation email containing information about joining the webinar.

Upon request with three (3) working days' notice, the Greater Salt Lake Municipal Services District, in support of Magna City, will make reasonable accommodations for participation in the meeting. To request assistance, please call (385) 468-6703 – TTY 711.

A copy of the foregoing agenda was posted at the following locations on the date posted below: Magna City website at <https://magna.utah.gov/> and the Utah Public Notice Website at <https://www.utah.gov/pmn/>. Pursuant to State Law and Magna Ordinance, Councilmembers may participate electronically. Pursuant to Utah Code § 52-4-205, parts of meetings may be closed for reasons allowed by statute.

POSTED: November 8, 2024



COMMUNITY REINVESTMENT AGENCY OF MAGNA

OCTOBER 22, 2024, 5:30 PM
Webster Community Center
8952 West Magna Main Street
Magna, Utah 84044

COMMUNITY REINVESTMENT AGENCY OF MAGNA MEETING MINUTES

Board Members Present:

Eric Barney, Chair
Audrey Pierce, Vice Chair
Steve Prokopis
Trish Hull
Mick Sudbury

Staff Present:

Paul Ashton, Legal Counsel
Daniel Torres, Economic Development Manager/Municipal Services District

Others Present:

Adam Long, Legal Counsel/Smith Hartvigsen

1. Call to Order

Eric Barney, presiding, called the meeting to order at 5:30 pm.

2. Determine Quorum

A quorum was present, allowing the meeting to proceed.

3. Public Comments

There were no public comments.

4. Discussion/Action Items

4.a. Election of the Agency Chair and Vice Chair

Adam Long, Smith Hartvigsen, introduced the need to elect a Chair and Vice Chair for the Agency. He outlined the option of appointing the Mayor and Mayor Pro Tem or electing members from the board.

COMMUNITY REINVESTMENT AGENCY

CHAIR ERIC BARNEY, VICE CHAIR AUDREY PIERCE,
BOARD MEMBER TRISH HULL, BOARD MEMBER STEVE PROKOPIS,
BOARD MEMBER SUDBURY

Board Member Hull moved to elect Eric Barney as Chair and Audrey Pierce as Vice Chair. The motion was seconded by Board Member Sudbury and passed unanimously.

4.b. Discussion and Approval of Agency Bylaws

Adam Long reviewed the draft bylaws, explaining their purpose to establish agency procedures aligned with City Council standards, including the roles of Chair, Vice Chair, Agency Secretary, and Executive Director. He recommended appointing the City Recorder as the Agency Secretary and suggested City Manager David Brickey as the Executive Director for continuity. The board agreed to review the bylaws for potential adoption at the next meeting.

4.c. Appoint Agency Officers

Discussion continued regarding officer roles, with the Agency agreeing to designate the City Recorder as the Agency Secretary and considering David Brickey, City Manager for Executive Director. Final appointments will align with the adoption of the bylaws.

4.d. Adopt Calendar of Meetings for Remainder of 2024 and 2025

Mr. Long recommended scheduling regular Community Reinvestment Agency meetings on the same dates as the Council workshop meetings at 5:30 PM. He noted that if they didn't have anything for an agenda, they could cancel the meeting with proper noticing.

Chair Barney moved to adopt the meeting schedule, and Vice Chair Pierce seconded the motion. The motion passed unanimously.

4.e. Discussion and Possible Motion of Letter to the Redevelopment Agency of Salt Lake County for the Transfer of Assets and Real Property from the Arbor Park URA and the Main Street URA to the Community Reinvestment Agency of Magna

The board discussed issuing a letter to request the transfer of assets and real property from the Arbor Park URA and Main Street URA to the Community Reinvestment Agency of Magna. Daniel Torres, Economic Development Manager/Municipal Services District advised that the letter should initiate a 90-day timeline to align with Salt Lake County's 2025 budgeting.

5. Closed Session if Needed as Allowed Pursuant to Utah Code §52-4-205

Chair Barney motioned to go into closed session for the sole purpose of discussion the purchase, exchange, or lease of real property pursuant to §52-4-205(1)(d) Board Member Prokopis seconded the motion. The motion passed unanimously.

The meeting went into closed session with Board Members Hull, Sudbury, Prokopis, Chair Barney and Vice Chair Pierce present along with Paul Ashton, Adam Long, and Daniel Torres.

The meeting returned to regular open session at 6:00 pm. No action was taken during the closed portion of the meeting other than the approval of the motion to close the closed portion of the meeting and return to the regular meeting.

6. Adjourn

Board Member Hull motioned to adjourn, Board Member Prokopis seconded the motion. The motion passed unanimously.

Chair Barney declared the meeting to be adjourned at 6:00 pm.

Approved by the Board of the Community Reinvestment Agency of Magna the 12th day of November 2024:

Eric Barney, Chair

ATTEST:

Agency Secretary

COMMUNITY REINVESTMENT AGENCY OF MAGNA

RESOLUTION NO. 2024-11-01

**A RESOLUTION ADOPTING BYLAWS FOR THE COMMUNITY
REINVESTMENT AGENCY OF MAGNA**

WHEREAS the Community Reinvestment Agency of Magna (the “**Agency**”) has been created to transact the business and exercise all of the powers provided for by the Utah Community Reinvestment Agency Act, as amended (the “**Act**,” Utah Code Annotated, Title 17C); and

WHEREAS the Agency finds it necessary and desirable to adopt bylaws to be followed in the transaction of business and exercise of the powers of the Agency; and

WHEREAS the Agency finds it necessary and desirable to appoint Agency officers to exercise the powers and to transact the business of the Agency in their official capacities as described and provided for in the Agency Bylaws, and shall serve for the designated term of their respective offices, or until such time as the Agency Board, pursuant to the provisions of the Bylaws, shall call for an election or appointment at an Agency meeting; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE
COMMUNITY REINVESTMENT AGENCY OF MAGNA AS FOLLOWS:**

1. The bylaws attached as **Exhibit A** are adopted as the Agency Bylaws.
2. The Agency Offices are located at the offices of Magna City, Utah.
3. Any meeting of the Agency may be held electronically under Utah Code Ann. § 52-4-207. The principal anchor location, as defined by Utah Code Ann. § 52-4-207, of all electronic meetings is the Agency Offices unless otherwise specified in the notice of each meeting.

This resolution takes effect upon adoption.

APPROVED AND ADOPTED this 12th day of November, 2024.

**COMMUNITY REINVESTMENT AGENCY
OF MAGNA**

ERIC G. BARNEY, CHAIR

Attest:

NICOLE SMEDLEY, SECRETARY

Exhibit A

Bylaws

COMMUNITY REINVESTMENT AGENCY OF MAGNA
BYLAWS, POLICIES, AND PROCEDURES

I. BACKGROUND

- A. Policy: This shall be known as the Community Reinvestment Agency of Magna ("Agency") Bylaws, Policies, and Procedures (the "Policy").
- B. Purpose: The Policy establishes guidelines for meetings of the Board, including how meetings are to be convened, how they are to be conducted, and how minutes are to be prepared and approved.

II. COMPLIANCE WITH STATE LAW

- A. Application of the Open and Public Meetings Act: In adopting the Policy, the Agency recognizes the application of the Open and Public Meetings Act, Utah Code §§ 52-4-101 et. seq. as it may be modified, amended, superseded or replaced from time-to-time (the "Act"). Any inconsistency or conflict between this Policy and applicable provisions of the Act shall be governed by the Act.
- B. Definitions: The definitions stated in Utah Code § 52-4-103 are incorporated herein by reference.

III. NAME OF THE AGENCY

- A. The name of the Agency is the "Community Reinvestment Agency of Magna."

IV. BOARD, OFFICERS, AND AGENCY OFFICE

- A. Board: The Board shall be the Magna Council.
- B. Chair and Vice Chair: The Board shall select from its membership the Chair of the Board and the Vice Chair of the Board.
 - 1. The Chair of the Community Reinvestment Agency of Magna presides over meetings, ensures the execution of Board decisions, and provides overall leadership to the agency.
 - 2. The Vice Chair supports the Chair and assumes the Chair's duties in their absence, assisting in the leadership of the agency.
 - 3. Term: The Chair and Vice Chair shall hold office for one year and may be selected by the Board to serve a second consecutive year.
- C. Secretary: The Secretary is responsible for maintaining official records, preparing meeting minutes, and ensuring proper documentation for the agency.
 - 1. The recorder of the Agency shall be the Magna Recorder, deputy recorder, or designee.
- D. Executive Director: The Executive Director of the Community Reinvestment Agency of Magna oversees operations, implements policies, manages redevelopment projects, and ensures regulatory compliance.
 - 1. The Executive Director of the Agency shall be appointed by the Board.
- E. Treasurer, or Finance Officer: The Treasurer or Finance Officer is responsible for the care, custody, and disbursement of agency funds, pre-auditing expenditures to ensure compliance with budgetary appropriations, maintaining accurate

financial records, and providing financial reports to the agency as requested, with the ability to designate an acting officer in their absence.

1. The Treasurer or Finance Officer shall be the appointed Magna Treasurer, or designee.

- F. Principal Office of the Agency: The principal office of the Agency shall be the same as the Magna City offices, currently 8952 W Magna Main St Magna, Utah 84044.

V. POWERS AND DUTIES

- A. Powers of the Board: The Board is the governing body of the Agency. All policy making powers of the Agency shall be exercised by the Board. The Board holds the authority to fulfill the powers, duties, and functions of the Agency, as prescribed by Title 17C of the Utah Code or its successor provisions, along with other applicable state laws. The Board is responsible for determining the selection and compensation of personnel, unless otherwise governed by a service contract with the City, in accordance with Utah state laws.
- B. Chair. The Chair of the Board and will preside at all meetings of the Board and shall sign all resolutions adopted by the Board. At each meeting, the Chair shall submit such recommendations and information as the Chair may consider proper concerning the business, affairs and policies of the Agency. The Chair may sign contracts of the Agency, if the Board by resolution has specifically authorized the Chair to execute such document.
- C. Executive Director. The Executive Director shall be responsible for providing staff support to the Board. The duties, responsibilities, and authority of the Executive Director shall be as determined by resolution of the Board. Notwithstanding the above, the Board shall not delegate any of the following powers and duties to the Executive Director:
 1. Powers and duties of the Agency's Recorder Treasurer, or Finance Officer;
 2. Powers and duties to be performed by the City or its officers or employees under any contract of services between the City and the Agency.
- D. Additional Duties. The officers of the Agency shall perform such other duties and functions as may from time to time be required by the Board or the bylaws of the Agency. An officer of the Agency may be appointed to fill more than one office.

VI. MEETING NOTICE AND AGNEDA

- A. Required Annual Notice: The Board will, either shortly prior to or at the beginning of each calendar year, establish an annual meeting schedule, including the date, time, and location of each regular Board meeting through the year, and give public notice of the annual meeting schedule as required by law. Notwithstanding the foregoing, any meeting may be rescheduled at the request or on the affirmative vote of a majority of the Board, with notice of the rescheduled meeting to be provided as required by law.

- B. Special and Emergency Meetings: The Board may hold special and emergency meetings, if they are properly called and notice of every such meeting is given as required by law. No emergency meeting of the Board may be held unless an attempt has been made to notify all members of the Board and a majority of the Board approves holding the emergency meeting. A special meeting of the Board may be called by the Chair and an emergency meeting may be called by the Chair. Any two Board members may request that a special meeting of the Board be held, but the approval of the Chair will be required. In the absence of the Chair, the Vice Chair may call or approve either a special meeting or an emergency meeting of the Board.
- C. Agenda: An agenda shall be prepared for every meeting of the Board. Each topic to be considered by the Board shall be listed with reasonable specificity to notify the public as to the topics to be considered at the meeting. Any two Board members or the Chair may request an item for an agenda.
- D. Notice: Not less than 24 hours' advance public notice, including the agenda, date, time, and place, will be given for each regular and special meeting of the Board, by posting a written notice at the principal office of the Agency, be posted to the Magna Website and be posted on the Utah Public Notice Website created under Utah Code § 63A-16-601. If, due to unforeseen circumstances, it is necessary for the Board to hold an emergency meeting to consider matters of an emergency or urgent nature, the provisions of Utah Code § 52-4-202(5) shall apply.
- E. Amendments to Agenda: The agenda of a meeting of the Board may be amended even though notice of the meeting has already been given if the amended notice is posted and given in accordance with the requirements of Utah law at least 24 hours before the scheduled time of the meeting.

VII. CONDUCT OF MEETINGS

- A. Quorum: A majority of the Board constitutes a quorum for the transaction of agency business. The Board may not adopt a resolution, pass a motion, or take any other official board action without the concurrence of at least a majority of the Board members present at a meeting at which a quorum is present. A Board member who is not physically present may nevertheless participate in the meeting through electronic means and be counted toward the required quorum in accordance with UTAH CODE ANN. § 52-4-207. Any Board member participating via electronic means may make, second and vote on all motions and participate in the discussion as though present, except that the Board member who chairs the meeting must be present at the anchor location.
- B. Control of the Meeting: Unless the Chair or Vice Chair, as appropriate, is participating in the meeting via electronic communication, each meeting of the Board will be conducted by the Chair, if present, or by the Vice Chair in the absence of the Chair. If neither the Chair nor the Vice Chair is physically present (but there is still a quorum) a Board member who is physically present at the anchor location will preside over the meeting with the consent of a majority of

the Board members who are physically present at that location. The Board member chairing the meeting may relinquish the chair to the next Board Member in succession, other than a Board member participating via electronic communication, at any time during the meeting. The Board member chairing a meeting may discuss every matter coming before the Board, make, second and vote on motions, and otherwise fully participate in the meeting.

- C. Public Participation: Time for public comment may, at the discretion of the Chair, be allowed at any meeting of the Board in accordance with the following:
1. Each speaker will be expected to state his or her name before directing comments to the Board.
 2. The public comment portion of a meeting is not a question-and-answer session. Rather, it is intended to enable the Board to receive input from the public. Any member of the public who has questions regarding any aspect of the Agency's operations is encouraged to contact an appropriate staff member outside of the meeting, including staying after the meeting has been adjourned.
 3. In general, the Chair will allow an individual up to three minutes to address the Board. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future meeting. The Chair may place the item on the agenda under citizen comments, direct staff to assist the citizen, direct the citizen to the proper administrative departments, or take no action.
- D. Expulsion from a Meeting: The right to attend and observe a public meeting does not include the right to otherwise participate in that meeting unless it is a public hearing. Public participation in Agency Board meetings is a privilege granted by the Board in the interest of open government but is not a right. Any person who willfully disrupts a Board meeting to the extent that the orderly conduct of the meeting is seriously compromised may be removed from the meeting. Should the person refuse to leave the meeting when asked to do so by the Board member chairing the meeting, security personnel or law enforcement officials may be called to remove the person.
- E. Closed Meetings: Except as otherwise provided in the Act, all meetings of the Board are to be open to the public. A meeting, or a portion of a meeting, may be closed to the public upon a two-thirds affirmative vote of the Board members present at the meeting, provided that a quorum is then present. A meeting may be closed for any of the reasons specified in Utah Code § 52-4-205
- F. Conduct of a Closed Meeting: The Board may not approve any resolution, rule, regulation, contract, or appointment during a closed meeting. The identity of the specific person whose character, competence or health is to be discussed, the identity of the parties to pending or reasonably imminent litigation, or the identity of property which the Board is considering purchasing, exchanging, or leasing need not be stated in the motion to close the meeting or in the public

portion of the meeting where such disclosure might infringe on the confidence necessary to fulfill the purpose of closing the meeting. Only the Board members, and those persons designated by the Board, may be present during a closed meeting.

- G. Recording of Meetings: The Agency is required to record all Board meetings. Any other person in attendance may record all or any part of an open meeting, provided that the recording does not interfere with the conduct of the meeting. The Agency's recording of a meeting is to be maintained for such period of time as established by State Archives.
- H. Official Book of Resolutions: All resolutions shall be in writing and designated by number, reference to which shall be inscribed in the minutes and an approved copy of the approved resolution should be filed in the Official Book of Resolutions of the Agency.

VIII. ELECTRONIC MEETINGS

- A. Adoption by Reference: The Board hereby adopts by this reference the electronic meetings rules, regulations, and policies adopted by Magna.

IX. MINUTES AND RECORDINGS

- A. Adoption by Reference: The Board hereby adopts by this reference the minutes and recording rules, regulations, and policies adopted by Magna.

X. APPLICATION OF THE POLICY

Neither this Policy nor the Act shall apply to any chance meeting or social meeting or gathering of any Board members provided, however, that such chance meeting or social meeting or gathering shall not be used to circumvent this Policy. Similarly, any number of Board members not constituting a quorum may meet and may discuss Agency business. Otherwise, this Policy shall apply to all regular, special and emergency meetings of the Board.

APPROVED BY THE GOVERNING BOARD OF THE COMMUNITY REINVESTMENT AGENCY OF MAGNA IN MAGNA, SALT LAKE COUNTY, UTAH THIS 12th DAY OF NOVEMBER 2024.