CLEARFIELD COMMUNITY DEVELOPMENT & RENEWAL AGENCY
MEETING MINUTES
6:00 PM WORK SESSION
April 30, 2024

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chair Tim Roper

PRESENT: Director Nike Peterson, Director Tim Roper, Director Megan Ratchford, Director Mark Shepherd, Director Dakota Wurth

ABSENT: Director Karece Thompson

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Summer Palmer, Community & Economic Development Director Spencer Brimley, Community Services Director Eric Howes, City Attorney Stuart Williams, Police Chief Kelly Bennett, Community Relations Director Shaundra Rushton, Senior Planner Brad McIlrath, City Recorder Nancy Dean, Senior Accountant Lee Naylor

Director Wurth moved to appoint Director Tim Roper as Chair, seconded by Director Megan Ratchford.
RESULT: **Passed [5 TO 0]**
YES: Director Peterson, Director Roper, Director Ratchford, Director Shepherd, Director Wurth
NO: None
ABSENT: Director Thomspon

FISCAL YEAR 2025 (FY25) CDRA DRAFT BUDGET REVIEW

Spencer Brimley, Community & Economic Development Director, pointed out the seven active project areas currently within the CDRA and informed the Board of their expiration dates. He reviewed the draft Fiscal Year 2025 Budget with the Board.

He reminded the Board that the CDRA was regulated by State Code. He introduced the Tax Increment Financing (TIF) which was the only way that cities had to incentivize and provide opportunities for economic development through incentives for infrastructure and other items of that nature. He explained that there were base year taxes that went to the taxing agencies, but then as the taxable value of the development area grew the entity benefited from the investment in the property.

He discussed the approximate $580k funds remaining in RDA 7 which needed to be spent in the next few years. He said Staff had discussed using the funds for downtown messaging efforts.

He pointed out the Rocky Mountain Power lines on 700 South from Steve’s Automotive to State Street and saw that area as an opportunity for redevelopment, but the power lines crossed through the middle of the properties instead of at the street. Mr. Brimley said the options were to make an investment as the City to resolve the issue and not expect payback; or, resolve the issue and propose to the property owners some kind of payback. There was currently a general estimate of $240k for the undergrounding of the power lines, and telecom would be an additional approximate $100k. Mr. Brimley asked the Board members for their thoughts. Director Shepherd suggested the City couldn't incentivize commercial to come in but could waive a lien that was on the property. He thought there could be an amount on each of the properties that could be waived after development. He thought the undergrounding of the power lines was crucial to develop the north side of the street. He mentioned the possibility of relocating the lines to the poles installed by Utopia along the back fence line which could possibly save the City some money. Mr. Brimley told the Board that the estimate received from Rocky Mountain Power would change once they received more details on what the City wanted. Director Shepherd said this type of project was exactly the kind of economic redevelopment the money should be used for because they wanted that area to be the entrance to the City. Mr. Brimley said the project would use RDA 9 funds.

Mr. Brimley again asked the Board how it would like to allocate the $580k in RDA 7. Director Peterson mentioned having made such an investment in the corridor, yet the power lines remained. Director Shepherd recommended using funds for improvements to the gas station at 300 North State Street. He said if the City purchased that particular property, the City could do a Quiet Title which would eliminate the current claim or restriction that BP (British Petroleum Company Limited) had on the property. It would put any liability onto the City. JJ Allen, City Manager, pointed out that the 300 North property was located within RDA 8. There was a conversation about recent interest expressed in the property. Mr. McIlrath said the deed restriction was in place until 2031. Mr. Brimley asked if the Board wanted Staff to look at the property for acquisition. Staff would need to look at the RDA 8 budget. Mr. Brimley brought up the fact that Lakeside Square was also part of RDA 8 so it could potentially limit some of the plans that had been intended for Mabey Pond.

Mr. Allen brought up other potential projects that the Board might want to consider applying the funds. He additionally mentioned the overhead utility lines on State Street where the biggest obstacle was not power, but the telecom lines; Zayo and Lumen/Verizon. He did not anticipate they would allow the undergrounding of one section at a time because they had long stretches of line that would need to be completed and the City did not have the money to undertake that big of a project. Director Peterson asked if there was any federal aid for that type of project. Mr. Brimley was not aware of any available programs. Mr. Allen said if there was a bonafide public works project that required the utilities to relocate, then the owners would have to do it at their cost, but that did not include beautification projects. Mr. Brimley said there might be other funds that could be used, but not in the amounts needed to cover the entire cost of undergrounding State Street.

Director Peterson asked if Staff needed direction immediately or if the tentative budget could be passed and the subject revisited. Mr. Allen said the budget could be passed as it was. He also said the Board could consider using some RDA funds that had been budgeted for the landscaping of the interchanges, but the bid came in approximately $675k below budget. Mr. Allen pointed out there was a possible $1.025M that could be used out of RDA 9. Director Shepherd thought the funds should go toward the undergrounding of utilities on 700 South and the landscaping of interchanges.

Mr. Allen said a work session could be scheduled to allow time for the Board to consider options for downtown. Director Shepherd directed Staff to put the funds remaining from the landscaping of interchanges into RDA 9. Mr. Allen asked if any funds should be designated for the 300 North property. The Board did not want to designate funds for 300 North.

Director Shepherd moved to adjourn at 10:00 p.m., seconded by Director Peterson.

RESULT: Passed [5 TO 0]
YES: Director Peterson, Director Roper, Director Ratchford, Director Shepherd, Director Wurth
NO: None

APPROVED AND ADOPTED
This 25th day of February 2025

/s/ Tim Roper, Chair

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City CDRA meeting held Tuesday, April 30, 2024.

/s/ Nancy R. Dean, City Recorder