

CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:15 PM POLICY SESSION
May 27, 2025

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chairman Tim Roper

PRESENT: Director Karece Thompson, Director Nike Peterson, Director Tim Roper, Director Dakota Wurth, Director Megan Ratchford

ABSENT: Director Mark Shepherd

STAFF PRESENT: Assistant City Manager & Economic Development Director Spencer Wayne Brimley, Deputy Recorder Chersty Titensor, City Recorder Nancy Dean, City Attorney Stuart Williams, Communications Manager Shaundra Rushton, Community Services Director Eric Howes, Police Chief Kelly Bennett, Finance Manager Rich Knapp, Senior Accountant Lee Naylor, Planner Tyson Stoddard, Public Works Director Adam Favero, Community Development Director Stacy Millgate

VISITORS: None

Chairman Roper called the meeting to order at 8:56 p.m.

APPROVAL OF MINUTES

February 11, 2025 – work minutes
February 25, 2025 – policy session
April 1, 2025 – work session
May 13, 2025 – policy session

Director Thompson informed the City Recorder that there was a set of minutes that identified him as Chair Thompson instead of Director.

Director Wurth moved to approve the February 11, 2025 work session minutes, the February 25, 2025 policy session minutes, April 1, 2025 work session minutes and the May 13, 2025 policy session minutes as amended by Director Thompson, seconded by Director Thompson.

RESULT: **Passed [5 TO 0]**

YES: Director Thompson, Director Peterson, Director Roper, Director Wurth, Director Ratchford

NO: None

ABSENT: Director Shepherd

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED FISCAL YEAR 2026 (FY26) BUDGET

Spencer Brimley, Assistant City Manager and Economic Development Director, said each year the CDRA was required to adopt a budget. The tentative budget had been adopted May 13, 2025 and this was the formal adoption of the final budget.

Chairman Roper opened the public hearing at 8:58 p.m.

There were no public comments.

Director Thompson moved to close the public hearing at 8:58 p.m., seconded by Director Peterson.

RESULT: Passed [5 TO 0]

YES: Director Thompson, Director Peterson, Director Roper, Director Wurth, Director Ratchford

NO: None

ABSENT: Director Shepherd

APPROVAL OF RESOLUTION 2025R-02 TERMINATING AND DISSOLVING REDEVELOPMENT PROJECT AREA 7 WITHIN THE WESTSIDE CENTRAL BUSINESS DISTRICT REDEVELOPMENT PROJECT AREA PLAN

Spencer Brimley, Assistant City Manager and Economic Development Director, explained that this was the dissolution of RDA 7 that had expired. The CDRA was required to adopt a resolution.

Director Ratchford moved to approve Resolution 2025R-02 terminating and dissolving Redevelopment Project Area 7 within the Westside Central Business District Redevelopment Project Area Plan, seconded by Director Wurth.

RESULT: Passed [5 TO 0]

YES: Director Thompson, Director Peterson, Director Roper, Director Wurth, Director Ratchford

NO: None

ABSENT: Director Shepherd

APPROVAL OF RESOLUTION 2025R-03 ADOPTING THE FISCAL YEAR 2026 (FY26) BUDGET

Director Thompson moved to approve Resolution 2025R-03 adopting the fiscal year 2026 budget, seconded by Director Ratchford.

RESULT: Passed [5 TO 0]

YES: Director Thompson, Director Peterson, Director Roper, Director Wurth, Director Ratchford

NO: None

ABSENT: Director Shepherd

Director Thompson moved to adjourn as the Community Development and Renewal Agency and reconvene as the City Council in a Work Session at 9:01 p.m., seconded by Director Wurth.

RESULT: Passed [5 TO 0]

YES: Director Thompson, Director Peterson, Director Roper, Director Wurth, Director Ratchford

NO: None

ABSENT: Director Shepherd

APPROVED AND ADOPTED

This 8th day of July 2025

/s/ Tim Roper, Chairman

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, May 27, 2025.

/s/ Nancy R. Dean, City Recorder