



CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
AGENDA AND SUMMARY REPORT
December 09, 2025 - POLICY MEETING

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

55 South State Street
Third Floor
Clearfield, Utah

**** CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) TO CONVENE IMMEDIATELY FOLLOWING THE POLICY MEETING SCHEDULED AT 7:00 P.M. ****

CALL TO ORDER:

Chairman Tim Roper

APPROVAL OF MINUTES:

June 24, 2025 – work meeting

July 8, 2025 – policy meeting

*****ADJOURN AS THE COMMUNITY DEVELOPMENT & RENEWAL AGENCY*****

Posted on December 5, 2025.

/s/Chersty Titensor, Deputy City Recorder

The City of Clearfield, in accordance with the ‘Americans with Disabilities Act’ provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 801-525-2714, giving her 48-hour notice.

The complete public notice is posted on the Utah Public Notice Website - www.utah.gov/pmn/, the Clearfield City Website – ClearfieldCityUT.gov, and at Clearfield City Hall, 55 South State Street, Clearfield, UT 84015. To request a copy of the public notice or for additional inquiries please contact Nancy Dean at Clearfield City, Nancy.dean@clearfieldcityut.gov & 801-525-2714.

CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:15 PM POLICY SESSION
June 24, 2025

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chairman Tim Roper

PRESENT: Director Karece Thompson, Director Tim Roper, Director Mark Shepherd, Director Dakota Wurth, Director Megan Ratchford

ABSENT: Director Nike Peterson

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager & Economic Development Director Spencer Brimley, Assistant City Attorney Amy Jones, Deputy Recorder Chersty Titensor, City Recorder Nancy Dean, Communications Manager Shaundra Rushton, Community Services Director Eric Howes, Police Chief Kelly Bennett, Public Works Director Adam Favero, Finance Manager Rich Knapp, Community Development Director Stacy Millgate

VISITORS: Matt Gertge

Chairman Tim Roper called the meeting to order at 7:27 p.m.

DISCUSSION ON THE DEFERRAL/INCENTIVE AGREEMENT FOR CRUSH GOLF & GRILL

Spencer Brimley, Assistant City Manager & Economic Development Director, reminded Council of the project being proposed in the Legend Hills area. The facility would include a 32k square foot building with surrounding retail. Mr. Brimley said the land use was granted and the permit ready to issue. He said site work began June 11, 2025. He said the incentive was structured as a deferral agreement and would require an annual reporting from the developer for the next five years. He said at such time the business became operational it began an incentive period. He explained that statutorily there were limitations on incentives municipalities could provide on retail uses. He showed data that supported the CDRA's use of an incentive in this area based on the exception in UCA §11-41-103(2). Mr. Brimley reviewed the breakdown of expenses of fees that were included in the incentive. He said the total incentive amounted to \$163,663 which was \$32,787.06 less than the original estimated amount. JJ Allen, City Manager, said the item would be on the agenda for approval on July 8, 2025.

Director Shepherd moved to adjourn at 7:32 p.m., seconded by Director Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

ABSENT: Director Peterson

APPROVED AND ADOPTED
This day of 2025

/s/ Tim Roper, Chairman

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, June 24, 2025.

/s/ Nancy R. Dean, City Recorder

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CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:01 PM POLICY SESSION
July 08, 2025

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chairman Tim Roper

PRESENT: Director Karece Thompson, Director Tim Roper, Director Mark Shepherd, Director Dakota Wurth, Director Megan Ratchford

REMOTE VIA TEAMS: Director Nike Peterson

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Police Chief Kelly Bennett, Community Services Deputy Director Curtis Dickson, Deputy Recorder Chersty Titensor,

VISITORS: Tony De Mille

Chairman Roper called the meeting to order at 7:25 p.m.

APPROVAL OF MINUTES

May 27, 2025 – policy session

Director Ratchford moved to approve the May 27, 2025 policy session, seconded by Director Thompson.

RESULT: Passed [6 TO 0]

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

NO: None

APPROVAL OF THE ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT WITH CRUSH GOLF AND GRILL

Spencer Brimley, Assistant City Manager, introduced the Deferral / Incentive Agreement with Crush Golf & Grill located in the Legend Hills area. The City agreed to offer a deferral or incentive for the purposes of allowing the project to move forward. The funds proposed were CDRA funds, which required Board action to allow the City to use the funds. He explained there were limitations on incentives that could be given, but the area qualified for an exception under UCA §11-41-103(2) because more than 51% of the residents in the census tracts had a household income at or below 70% of the county area median income. Mr. Brimley provided an outline of the proposed incentive amounts and what fees would be paid with the monies. The total proposed incentive was \$163,663.

Director Shepherd moved to approve the Economic Development Incentive Agreement with Crush Golf and Grill and authorize the Chairman's signature to any necessary documents, seconded by Director Wurth.

RESULT: Passed [6 TO 0]

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

NO: None

Director Wurth moved to adjourn at 7:27 p.m., seconded by Director Thompson.

RESULT: Passed [6 TO 0]

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

NO: None

**APPROVED AND ADOPTED
This day of 2025**

/s/ Tim Roper, Chairman

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, July 08, 2025.

/s/ Nancy R. Dean, City Recorder