



CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
AGENDA AND SUMMARY REPORT
January 13, 2026 - POLICY SESSION

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 SESSION SCHEDULED AT 7:00 P.M. ****

CALL TO ORDER:

Vice-Chair Megan Ratchford

APPROVAL OF MINUTES:

December 9, 2025 – policy meeting

SCHEDULED ITEMS:

ELECT THE CHAIR AND VICE-CHAIR FOR THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA)

BACKGROUND: The Bylaws adopted by the Clearfield Development and Renewal Agency specify the Board elect the chair and vice-chair. Due to the recent Municipal Election, it is necessary at this time to elect a new chair and vice-chair.

RECOMMENDATION: Elect the chair and vice-chair for the Clearfield Development and Renewal Agency and authorize the Chair's signature to any necessary documents.

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

Posted on January 8, 2026.

/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 - clearfield.city, 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
7:05 PM POLICY SESSION
December 9, 2025

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chairman Tim Roper

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

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

Chair Roper called the meeting to order at 7:33 p.m.

APPROVAL OF MINUTES

June 24, 2025 – work meeting
July 8, 2025 – policy meeting

Chair Roper called for a review of the minutes and any necessary amendments before a motion to approve.

Director Wurth moved to approve the June 24, 2025 work meeting and July 8, 2025 policy meeting minutes, seconded by Director Peterson.

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

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

NO: None

Director Shepherd moved to adjourn the CDRA policy meeting and reconvene as the City Council in a work meeting at 7:34 p.m., seconded by Director Wurth.

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

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

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, December 09, 2025.

/s/ Nancy R. Dean, City Recorder

DRAFT