

CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:05 PM POLICY MEETING
March 24, 2026

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Chair Nike Peterson

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

ABSENT: Director Mark Shepherd, Director Danielle King

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager & Economic Development Director Spencer Brimley, City Attorney Stuart Williams, Community Services Director Eric Howes, Public Works Director Adam Favero, Finance Manager Rich Knapp, Senior Accountant Lee Naylor, Community Development Director Stacy Millgate, City Recorder Nancy Dean, Deputy Recorder Chersty Titensor, Associate Planner Tyson Stoddard

Chair Nike Peterson called the meeting to order at 6:19 p.m.

DISCUSSION ON THE FISCAL YEAR 2027 PROPOSED BUDGET

Spencer Brimley, Assistant City Manager, explained that the FY2027 CDRA budget presented was based on projections due to the absence of finalized distribution data from Davis County. He stated that the purpose of the discussion was to review an early draft budget and consider financial and legislative factors affecting fund allocation and expenditures. He referenced to recent legislative changes, specifically Senate Bill 228, which reduced the dormancy period for redevelopment project funds from five years to six months, with the option to extend to two years through a public process. Staff recommended pursuing the full two-year extension where applicable.

Mr. Brimley reviewed the timeline for existing RDA project areas, noting that RDA 7 had already closed, RDA 8 would expire in FY2026, and RDA 9 and RDA 10 would expire in FY2027. He emphasized that as those projects concluded, the timeline to expend remaining funds would begin, requiring deliberate planning. JJ Allen, City Manager confirmed the project expiration dates and provided additional clarification on the historical duration of RDAs, stating that older RDAs were typically established for 25 years with a potential seven-year extension.

Discussion followed regarding potential uses for remaining CDRA funds. Mr. Brimley outlined several options, including reimbursing the General Fund for the First Street Expansion project (associated with RDA 10), addressing an estimated \$900,000 funding gap for Clearfield Station, and applying funds toward debt service, including obligations related to the Aquatic Center and transit-oriented development (TOD). He noted that projected CDRA revenues were approximately \$2.1 million, subject to refinement upon receipt of updated county data.

Director Ratchford expressed support for prioritizing debt reduction. Mr. Brimley acknowledged that while debt service was not the most visible use of funds, it remained a practical option. Mr. Allen emphasized the importance of retaining certain funds, particularly those with a direct nexus to the TOD project, to ensure the City could meet potential debt service obligations if development timelines were delayed. He reported cautious optimism, based on discussions with stakeholders, that TOD construction could begin within the year.

Director Peterson expressed general support for reimbursing the General Fund using RDA 10 funds but indicated a preference for allocating remaining funds toward visible, impactful economic development projects. Director Peterson emphasized the importance of investing in projects that residents and businesses could clearly identify as outcomes of CDRA funding, rather than solely funding infrastructure or less visible improvements. Director Wurth supported that perspective, noting the value of direct incentives in attracting development.

City staff and board members discussed past uses of RDA funds, including property acquisition, the City Center project, the Town Square, the Davis County Health Department facility, and Clearfield Junction. Mr. Allen and Recorder Nancy Dean highlighted those projects as examples of successful redevelopment efforts supported by RDA funding.

Director Thompson expressed concern about making funding decisions without sufficient data and recommended conducting a comprehensive market analysis to guide investment decisions. Director Thompson emphasized the need for data-driven decision-making to ensure effective use of funds and accountability to residents. Staff acknowledged the concern and indicated that CDRA funds could be used to procure professional services for such an analysis.

Director Peterson supported the use of CDRA funds for professional services, including updating or expanding prior market studies conducted in 2015. Mr. Brimley estimated that a new or updated study could cost approximately \$45,000 and stated that staff would seek proposals from qualified firms. Board members discussed the scope of such a study, indicating that it should include retail, housing, commercial markets, and overall economic conditions.

The discussion expanded to include potential grant opportunities and alternative funding sources. Directors Thompson and Ratchford referenced information obtained from recent conferences, including Economic Development Administration (EDA) grants and other funding programs. Staff noted the importance of evaluating administrative capacity and return on investment when pursuing grant opportunities.

Board members also discussed the potential for property acquisition as a strategy to utilize CDRA funds. Mr. Allen stated that acquiring property could allow the City to retain value in asset form, extend the usefulness of funds beyond statutory deadlines, and provide greater control over redevelopment outcomes. Several members identified specific areas of interest, including properties along 300 North and other key locations within redevelopment corridors. Directors emphasized that property ownership could enable the City to guide development and address blighted or underutilized properties.

Director Thompson and Director Peterson supported incorporating property acquisition analysis

into the broader market study. Staff agreed to begin identifying potential parcels and associated costs. Mr. Allen noted that preliminary estimates indicated approximately \$4.1 to \$4.2 million in funds would need to be expended within the next three to four years.

Board members discussed balancing investments between infrastructure and visible economic development projects. Director Ratchford emphasized the importance of maintaining infrastructure reliability, while Director Thompson and Director Peterson noted that CDRA funds represent a unique opportunity for targeted economic development investments distinct from the City's capital improvement plan.

In conclusion, staff received general direction to pursue a comprehensive market analysis using professional services, explore potential property acquisition opportunities, and develop cost estimates for both efforts. Staff also acknowledged the need to maintain strategic reserves for TOD-related obligations and to return with additional information to guide future budget decisions. No formal actions were taken.

Director Wurth moved to adjourn at 6:54 p.m., seconded by Director Thompson.

RESULT: Passed [4 TO 0]

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

NO: None

ABSENT: Director Shepherd, Director King

**APPROVED AND ADOPTED
This 12th day of May 2026**

/s/ Nike Peterson, 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, March 24, 2026.

/s/ Nancy R. Dean, City Recorder