



CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
AGENDA AND SUMMARY REPORT
June 09, 2026 - 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:

Chair Nike Peterson

APPROVAL OF MINUTES:

May 12, 2026 – Policy Meeting

PUBLIC HEARING:

**1 PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE CDRA FISCAL
YEAR 2027 CDRA Final Budget**

BACKGROUND: The CDRA Board approved its tentative budget for Fiscal Year 2027 on May 12, 2026. A public hearing must be conducted to allow for public comment on the tentative budget.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

**2 CONSIDER APPROVAL OF RESOLUTION 2026R-01 DISSOLVING RDA 8 AND
ADDRESSING THE DISTRIBUTION OF THE REMAINING TAX INCREMENT
FUNDS**

BACKGROUND: Redevelopment Project Area #8 was created in January 1991 with 165 parcels. The project area expired as of December of 2025 and no further tax increment funding will be collected. There is a remaining balance of tax increment funds that are required to be distributed within five years of the expiration date.

RECOMMENDATION: Approve Resolution 2026R-01 dissolving RDA 8 and addressing the distribution of the remaining tax increment funds and authorize the Chair's signature to any necessary documents.

3 CONSIDER APPROVAL OF RESOLUTION 2026R-02 ADOPTING THE CDRA FISCAL YEAR 2027 BUDGET

RECOMMENDATION: Approve Resolution 2026R-02 adopting the CDRA Fiscal Year 2027 budget and authorize the Chair's signature to any necessary documents.

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

Posted on June 5, 2026.

/s/Nancy R. Dean, 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.

TO: Mayor Shepherd and City Council Members

FROM: Spencer Wayne Brimley, Assistant City Manager

MEETING DATE: June 9, 2026

SUBJECT: FY27 CDRA Final Budget approval

RECOMMENDED ACTION

Staff recommends the CDRA Board review and approve the FY27 Final CDRA Budget and authorize the Chairmans signature to any necessary documents.

DESCRIPTION / BACKGROUND

Similar to the process of adopting the City's annual budget, the CDRA Board is required to adopt a Final budget and set a public hearing date to receive comment before adopting the Final budget. Tentative budget adoption for the CDRA budget took place on May 12th during a public hearing of the CDRA board. Following the adoption of the Tentative budget staff presented a draft of the Final budget to the Board during a regular meeting on May 26th. During this meeting the Board also set the public hearing for consideration and adoption of the Final budget on June 9th. The CDRA's Final Budget will be included as a part of the City's Final Budget.

There have been no changes since the public hearing on the Tentative Budget. All accounts related to the tax increment revenues and contractual expenditures are accurate and up to date.

CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services
- Improving Clearfield's Image, Livability, and Economy

The CDRA Board's commitment to utilizing the RDA tools provided by the state helps us "Improve Clearfield's Image, Livability and Economy" by promoting high quality economic development throughout the city. Moreover, the efforts of the CDRA go a long way to help create a place where people want to be.

HEDGEHOG SCORE

See Policy Priority explanation



FISCAL IMPACT

Total CDRA revenues are estimated to be \$2,034,066 with expenditures (including the housing setaside and Crush incentive and payment of TOD Debt Service) at \$2,188,365 resulting in a reduction to the CDRA's fund balance in the amount of \$154,300.

ALTERNATIVES

The CDRA is required to adopt a Final budget prior to the beginning of the fiscal year. There is no alternative to consider as it relates to budget adoption.

SCHEDULE / TIME CONSTRAINTS

The adoption of the budget must be completed before the end of June.

LIST OF ATTACHMENTS

- FY27 CDRA budget summary

CDRA FY 2027 Revenue Budget

	FY24 Actuals	FY25 Actuals	FY26 Budget	FY27 Budget	Change '26 to '27
CDRA 20					
Taxes					
311103 ATK EDA	613,520	584,143	584,143	195,399	(388,744)
311106 RDA #6	242,859	252,546	138,080	147,239	9,159
311108 RDA #8	406,359	421,803	421,803	-	(421,803)
311109 RDA #9	665,629	658,786	354,442	420,821	66,379
311110 RDA #10	283,541	302,621	302,621	327,540	24,919
311111 Clfd Station CDA	258,087	255,677	255,677	276,606	20,929
311112 Lifetime CRA	386,849	407,450	406,887	466,461	59,574
Taxes Total	2,856,844	2,883,026	2,463,653	1,834,066	(629,587)
Miscellaneous					
361001 Interest Earnings	549,301	567,573	100,000	200,000	100,000
362002 Rent Revenues	-	16,217	-	-	-
Miscellaneous Total	549,301	583,789	100,000	200,000	100,000
Beginning Fund Balance to be Appropriated			11,951,404	13,079,700	
CDRA 20 Total	3,406,145	3,466,815	14,515,057	15,113,766	(529,587)

FY 2027 Expenditure Budget

	FY24 Actuals	FY25 Actuals	FY26 Budget	FY27 Budget	Change '26 to '27
CDRA 20					
204611 CED Administration					
Materials & Services					
645004 Developer Increments	-	-	196,450	-	(196,450)
Materials & Services Total	-	-	196,450	-	(196,450)
Transfers					
691004 Trnf GF	-	-	-	398,812	398,812
Transfers Total	-	-	-	398,812	398,812
204611 CED Administration Total	-	-	196,450	398,812	202,362
204615 RDA #9					
Materials & Services					
662001 Miscellaneous Services	-	-	350,000	350,000	-
Materials & Services Total	-	-	350,000	350,000	-
Transfers					
691001 Trnf Other Funds	-	675,000	-	-	-
691004 Trnf GF	244,836	263,800	163,800	30,000	(133,800)
Transfers Total	244,836	938,800	163,800	30,000	(133,800)
204615 RDA #9 Total	244,836	938,800	513,800	380,000	(133,800)
204616 RDA #6					
Transfers					
691004 Trnf GF	132,580	277,365	379,766	5,000	(374,766)
Transfers Total	132,580	277,365	379,766	5,000	(374,766)
204616 RDA #6 Total	132,580	277,365	379,766	5,000	(374,766)
204617 RDA #7					
Materials & Services					
645004 Developer Increments	73,218	-	-	-	-
Materials & Services Total	73,218	-	-	-	-
Transfers					
691004 Trnf GF	165,000	20,000	-	10,000	10,000
Transfers Total	165,000	20,000	-	10,000	10,000
204617 RDA #7 Total	238,218	20,000	-	10,000	10,000

FY 2027 Expenditure Budget

	FY24 Actuals	FY25 Actuals	FY26 Budget	FY27 Budget	Change '26 to '27
204618 RDA #8					
Materials & Services					
645004 Developer Increments	50,052	-	-	-	-
Materials & Services Total	50,052	-	-	-	-
Transfers					
691004 Trnf GF	140,000	120,000	115,000	10,000	(105,000)
Transfers Total	140,000	120,000	115,000	10,000	(105,000)
204618 RDA #8 Total	190,052	120,000	115,000	10,000	(105,000)
204619 RDA #10					
Transfers					
691004 Trnf GF	225,000	192,613	190,000	780,911	590,911
Transfers Total	225,000	192,613	190,000	780,911	590,911
204619 RDA #10 Total	225,000	192,613	190,000	780,911	590,911
204623 ATK EDA					
Materials & Services					
645004 Developer Increments	-	527,413	1,988,493	799,451	(1,189,042)
Materials & Services Total	-	527,413	1,988,493	799,451	(1,189,042)
Transfers					
691004 Trnf GF	32,159	30,676	29,207	9,770	(19,437)
Transfers Total	32,159	30,676	29,207	9,770	(19,437)
204623 ATK EDA Total	32,159	558,089	2,017,700	809,221	(1,208,479)
204624 Clearfield Station CDA					
Transfers					
691004 Trnf GF	13,195	212,310	411,596	13,830	(397,766)
Transfers Total	13,195	212,310	411,596	13,830	(397,766)
204624 Clearfield Station CDA Total	13,195	212,310	411,596	13,830	(397,766)
204625 Lifetime CRA					
Materials & Services					
645004 Developer Increments	328,819	-	345,854	396,492	50,638
Materials & Services Total	328,819	-	345,854	396,492	50,638
Transfers					
691004 Trnf GF	16,657	19,342	20,344	23,323	2,979
Transfers Total	16,657	19,342	20,344	23,323	2,979
204625 Lifetime CRA Total	345,476	19,342	366,198	419,815	53,617
CDRA 20 Total	1,421,516	2,338,519	4,190,510	2,827,589	(1,362,921)

TO: Mayor Shepherd and City Council Members

FROM: Spencer Wayne Brimley, Assistant City Manager

MEETING DATE: June 9, 2026

SUBJECT: Dissolutions RDA 8 & Resolution on Unexpended funds for RDA 8

RECOMMENDED ACTION

Staff recommends the Board approve and adopt the resolution for the termination and dissolution of RDA 8 and approve the Chairman's signature for any necessary documents.

Staff also recommends the Board approve the resolution establishing the collection and dormancy period for RDA 8 applicable Utah code, prior to changes made during the 2026 legislation session.

DESCRIPTION / BACKGROUND

The project area was created January 22, 1991, through ordinance 91-2. The RDA project was approved with 165 parcels and was proposed to run for a 25 year term. The project has expired as of December of 2025 for all collection and matters related to the Project Area Plan.

Staff is requesting the board terminate and dissolve RDA 8 Northgate/ Eastside CBD project area. The collection years for the project have expired and no additional tax increment is being collected by the CDRA at this time or will be collected in the future. RDA 8 does have approximately \$1M in remaining funds, and State law will require that we spend those funds within the next few years, as it expired under previously adopted legislation.

Section 17C-1-702 of the Utah code requires that both the CDRA board and the City Council adopt a resolution and ordinance respectively to terminate a project area regardless of when the funds collection period ends. Staff has prepared the necessary resolution and ordinance for review and approval by each body. Additionally, this code articulates the window for TIF funds collected during this project life to be spent with 5 years of the dormancy and collection period. This would mean funds for RDA 8 would need to be spent within the next 5 years.

§17C-1-702 Project area dissolution – Dormancy period extension – Unexpended funds

(5) An agency with project area funds remaining at the end of the dormancy period shall return a proportionate share of the unexpended funds to each taxing entity.



(6) Notwithstanding Subsections (1) and (2), a project area that allocated project area funds and began a dormancy period before May 6, 2026, shall:

(a) be dissolved five years after the day on which the project area began the dormancy period; and

(b) distribute any unexpended funds in accordance with Subsection (5).”

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy
- Providing Quality Municipal Services

TIF funds collected over the life of an RDA project allow municipal agencies and CDRA's to invest in their community and create places where people want to be. Having projects is a great asset to the community even after they terminate. TIF funds collected can be deployed into the community over the next 5 years as directed by the Council acting in their role as the CDRA Board.

FISCAL IMPACT

The fiscal impact is a result of the expiration of the RDA, as it will no longer receive increment for the purposes outlined in the project area plan. There is fund balance to be expended over time five years). However, it is important to note that the dissolution of the RDA project is primarily a formality and does not result in a specific fiscal impact as it would typically be viewed.

ALTERNATIVES

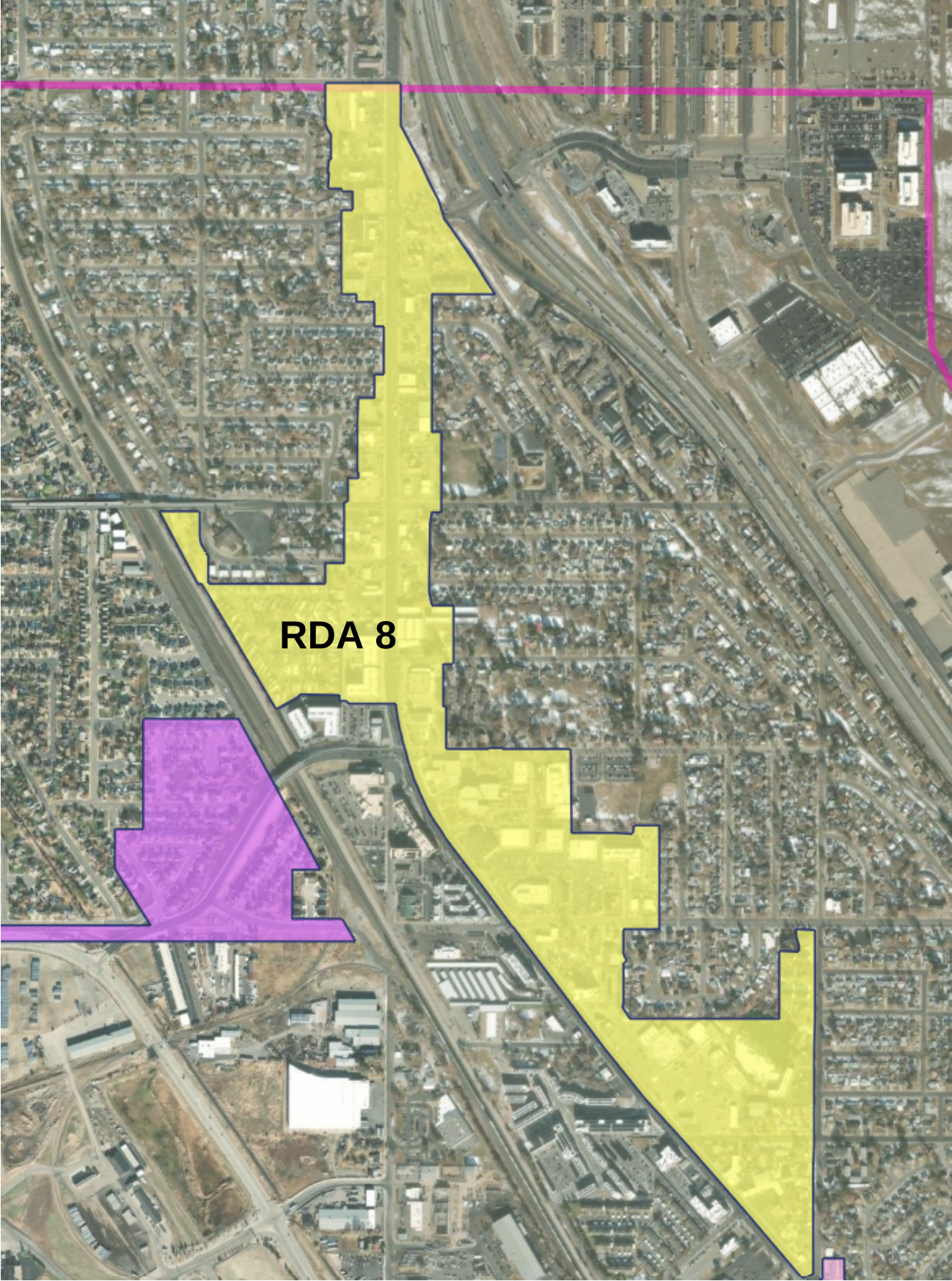
Statute requires the City and CDRA board to take actions for the termination and dissolution of the this project area. There are not alternatives to consider as the collection period has ended that the project is considered dormant.

SCHEDULE / TIME CONSTRAINTS

Staff is proposing to dissolve this project area prior to the June 30th reporting cycle to reduce the time required to create the necessary reports on a project that is no longer in operation. Given that this items is being considered during this June 9th meeting the timetable for completion is well within the desired scope.

LIST OF ATTACHMENTS

- RDA 8 Project Area Map



CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

RESOLUTION 2026R-01

**A RESOLUTION TERMINATING AND DISSOLVING REDEVELOPMENT PROJECT AREA 8
WITHIN THE NORTHGATE/EAST SIDE CENTRAL BUSINESS DISTRICT
REDEVELOPMENT PROJECT AREA PLAN**

WHEREAS, the CLEARFIELD City Community Development and Renewal Agency (the “Agency”) and CLEARFIELD City adopted a Project Area Plan (the “Project Area Plan”) for the Northgate/Eastside Central Business District Project Area (the “Project Area”) January 22, 1991, pursuant to the Utah Limited Purpose Local Government Entities – Community Reinvestment Agency Act, Title 17C of the Utah Code Annotated (“UCA”) and its predecessor statutes (the “Act”); and

WHEREAS, pursuant to Utah Code Ann. § 17C-1-702, a project area remains in existence until a resolution dissolving the project area is adopted by the Community Development and Renewal Agency of Clearfield City (the "Agency") and an ordinance is adopted by the legislative body; and;

WHEREAS, the Board of the Clearfield City Community Development and Renewal Agency has determined that it is in the best interest of Clearfield City to dissolve the project area listed in Exhibit A; and

WHEREAS, the Agency shall not collect any further tax increment from the Project Area listed in Exhibit A; and

WHEREAS, any outstanding funds or obligations pertaining to any of the Project Area listed in Exhibit A will be subject to the terms and conditions of that Project Area Plan;

NOW, THEREFORE, be it resolved by the Board of the Clearfield Community Development and Renewal Agency that Project Area 8 within the Northgate / East Side Central Business District Redevelopment Project Area Plan as described in ‘Exhibit A’ is hereby dissolved and remaining funds will be distributed within five years from the end of the collection period ending December 2025.

Approved and adopted this 9th day of June, 2026.

ATTEST:

CLEARFIELD COMMUNITY DEVELOPMENT
AND RENEWAL AGENCY

Nancy R. Dean, City Recorder

Nike Peterson, Chair

VOTE OF THE BOARD

AYE:

NAY:

ABSENT:

CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

RESOLUTION 2026R-02

A RESOLUTION APPROVING AND ADOPTING A BUDGET FOR CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY FOR FISCAL YEAR 2027, BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027, AND APPROPRIATING FUNDS FOR THE PURPOSES SET FORTH THEREIN

WHEREAS, a tentative and proposed budget has been prepared and presented to the Board as required by law; and

WHEREAS, on May 12, 2026, the Clearfield Community Development and Renewal Agency approved the tentative budget; and

WHEREAS, a public hearing was advertised as provided by law for Tuesday, June 9, 2026 at 7:00 p.m.; and

WHEREAS, said public hearing was duly held and all persons present to be heard having been heard; and

WHEREAS, the creation of the budget is governed by established financial policies and statements; and

WHEREAS, the Board has duly and fully considered the proposed budget and it now being necessary that a final budget for Fiscal Year 2027, beginning July 1, 2026 and ending June 30, 2027, be passed and adopted for said Clearfield Community Development and Renewal Agency;

NOW, THEREFORE, be it resolved by the Board of the Clearfield Community Development and Renewal Agency that the CDRA Fiscal Year 2027 budget, a copy of which is attached hereto and incorporated herein by this reference, is approved and adopted this 9th day of June, 2026.

ATTEST:

CLEARFIELD COMMUNITY DEVELOPMENT
AND RENEWAL AGENCY

Nancy R. Dean, Secretary

Nike Peterson, Chair

VOTE OF THE BOARD

AYE:

NAY:

ABSENT: