CLINTON CITY COUNCIL AGENDA
2267 N 1500 W Clinton, UT 84015

AUGUST 26, 2025

Live stream can be found on YouTube at
youtube.com/@ClintonCityUtah

This meeting may be attended electronically by one or more members.

Mayor
Brandon Stanger

City Council
Spencer Arave
Marie Dougherty
Austin Gray
Dane Searle
Gary Tyler

6:00 PM REGULAR CITY MEETING

1. Call to Order
2. Pledge of Allegiance and Invocation or Thought – Austin Gray
3. Roll Call

PUBLIC INPUT

Any public member who wishes to address the Council shall, prior to the meeting, sign the "list to present" with the Clerk of the Council. They will be allowed up to three minutes to make their presentation. The public comment portion of the meeting will not exceed 30 minutes. Please send requests to ltitensor@clintoncity.com or call 801-614-0700. According to the Utah State Code, the Council cannot act on items not advertised on the agenda.

1 - CONSENT AGENDA

- **a.** Approval of Minutes: July 8, 2025, August 5, 2025 and August 12, 2025 Special City Council Meetings
- **b.** Approval of Accounts Payable – July 2025
- **c.** Award Contract for 2025 Surface Treatment
- **d.** Engagement Letter with the Auditor for FY 24-25

2 - BUSINESS

- **A.** RAP Tax Committee Presentation
- **B.** Presentation by Davis Weber Counties Canal Company
- **C.** Resolution 09-25 2025 Municipal Primary Election Canvass

3 - OTHER BUSINESS

- a. Planning Commission Report
- b. City Manager's Report
- c. Staff Reports
- d. Council Reports on Areas of Responsibility
- e. Mayor's Report
- f. Action Item Review

Dated 20th day of August, 2025
/s/Lisa Titensor, Clinton City Recorder

A link to the meeting can be found at the top of the agenda

- ***Supporting documentation for this agenda is posted on the Clinton City website at www.clintoncity.com and on the Utah Public Notice Website www.utah.gov/pmn***
- ***In compliance with the American with Disabilities Act, individuals needing special accommodation (including auxiliary communicative aids and service) during the meeting should notify Lisa Titensor, City Recorder, at (801) 614-0700 at least 24 hours prior to the meeting.***
- ***This meeting may involve electronic communications for some members of this public body. The anchor location for the meeting shall be the Clinton City Council Chambers at 2267 N 1500 W Clinton UT 84015. Elected Officials at remote locations may be connected to the meeting electronically to participate.***

- ***Notice is hereby given that by motion of the Clinton City Council, pursuant to Utah State Code Title 52, Chapter 4 sections 204 & 205, the City Council may vote to hold a closed session for any of the purposes identified in that Chapter.***
- ***The order of agenda items may change to accommodate the needs of the city council, staff and/or public.***

CLINTON CITY COUNCIL MEETING MINUTES

Date: July 8, 2025
Time: 6:00 PM
Location: 2267 N 1500 W, Clinton, UT 84015

Mayor: Brandon Stanger
City Council: Spencer Arave, Marie Dougherty, Austin Gray, Dane Searle, Gary Tyler

Staff: City Manager Trevor Cahoon, Chief Financial Officer Aaron Price, Police Chief Shawn Stoker, Treasurer Steve Hubbard, Recreation Director Brooke Mitchell

Attendees: Dereck Bauer, Ava Elmore, Mr. & Mrs. Stephen Carson, Scott & Diane Hodge, Koshell Miller, Kirby Crowley

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1. CALL TO ORDER
Mayor Stanger called the meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE & INVOCATION or THOUGHT
Councilmember Dane Searle led the pledge and provided a thought – Assuming positive intent is much more productive and beneficial in achieving goals as a group.

3. ROLL CALL - Mayor Stanger, Councilmembers Arave, Dougherty, Gray, and Searle. Councilmember Tyler arrived shortly after 6:05 PM due to traffic.

4. PUBLIC INPUT
There was none.

5. CONSENT AGENDA
5A. Approval of Minutes - June 24, 2025

5B. Approval of Accounts Payable – June 2025

5C. Fraud Risk Assessment Review and Approval

MOTION:

Councilmember Searle moved to approve the consent agenda. Councilmember Arave seconded the motion. Voting by roll call: Councilmember Arave, aye; Councilmember Dougherty, aye; Councilmember Gray, aye; Councilmember Searle, aye; Councilmember Tyler, aye.

6. BUSINESS ITEMS

6A. FIRE DEPARTMENT BADGE PINNING CEREMONY

Fire Chief Jason Poulsen introduced members of his staff. He recognized Kyle Montgomery as a newly appointed captain. He then presented Cole Corneau, Carter Leuba and Chon Morfin for the badge pinning ceremony.

6B. CLINTON CITY EMPLOYEE SERVICE AWARDS

The following individuals were recognized for their long-term service to Clinton City: Scott Hodge, 5 years; Gregg Folk, 20 years, John Wyan, 25 years, and Zac Martinez, 35 years.

The Council expressed their appreciation for their service and dedication to Clinton City.

6C. RESOLUTION 10-25 – HOME DEPOT WATER SERVICE AGREEMENT

This item was tabled because Home Depot is still in the process of completing some paperwork.

MOTION:

Councilmember Gray moved to table Resolution 10-25. Councilmember _ seconded the motion. Roll call vote: Councilmember Arave, aye; Councilmember Dougherty, aye; Councilmember Gray, aye; Councilmember Searle, aye; Councilmember Tyler, aye.

<u>7. OTHER BUSINESS</u>

7a. Planning Commission Report – Community Development Director Peter Matson reported on the activities of the Planning Commission as recorded in the minutes of those meetings.

7b. City Manager Report – City Manager Trevor Cahoon reported on the following:

- There will be a special meeting on August 5, 2025 in place of the August 12, 2025 meeting which is the primary election. In the special meeting on August 5, 2025 a Truth in Taxation public hearing, a public hearing to adopt the Final Budget and Certify the Tax Rate for Fiscal Year 2026 as well as a public hearing on Executive Employee Salary increases for FY 2026 will be held.

7c. Staff Reports

- Fire Chief Jason Poulsen reported the Fire Department has conducted interviews for a Deputy Chief. They have five strong candidates.

7d. Council Reports on Areas of Responsibility

- **Councilmember Arave:**
    - The RAP Tax Committee would like to address the Council in August.
- **Councilmember Dougherty:**
    - Asked for an updated copy of the ordinance regarding chickens

- **Councilmember Gray:**
  - The Youth Council will host a Meet the Candidates Night on July 16, 2025 at 6 pm at Voyage Academy for Clinton City Council Candidates to address the public.
- **Councilmember Searle:**
  - The Sewer District Board is trying something unconventional based on data to deal with budget issues. If this moves forward, the projections are promising. He would like Clinton City to move in this direction.
- **Councilmember Tyler:**
  - Meeting of the Chamber of Commerce will resume in August.

7e. Mayor Stanger's Report:

- Expressed appreciation to staff for their hard work on Heritage Days and reported although there were concerns about some violence

7f. Action Item Review:

- Nothing currently.

ADJOURNMENT: Councilmember Gray moved to adjourn. Councilmember Searle seconded the motion. All voted in favor. The meeting was adjourned at approximately 6:40 PM.

Reviewed and Approved by the Clinton City Council this 5th of August 2025

/s/ Lisa Titensor
Clinton City Recorder

CLINTON CITY COUNCIL MEETING MINUTES – SPECIAL MEETING

Date: August 5, 2025
Time: 6:00 PM
Location: 2267 N 1500 W, Clinton, UT 84015

Mayor Stanger led the Pledge of Allegiance and provided a prayer.

Mayor: Brandon Stanger
City Council: Spencer Arave, Marie Dougherty, Austin Gray attended electronically, Dane Searle, Gary Tyler

Staff: City Manager Trevor Cahoon, Chief Financial Officer Aaron Price, Police Chief Shawn Stoker, Fire Chief Jason Poulsen, Recreation Director Brooke Mitchell, Community Development Director Peter Matson, Deputy Recorder Amy Durrans, Treasurer Steve Hubbard, and City Recorder Lisa Titensor

Attendees: Hannah Klebe, Mary Frederickson, Fred Mitchell, Kelly Mitchell, Dona Gallegos, Jared Hainline, Adam Larsen, Scott Parke, Ava Elmore, David Jones, James Moffett, Daniel Martinez, Jennifer Christensen, Chris Danson, Sam Hummel, Carl and Erika Stark, Shelby Montgomery, Dereck Bauer

Electronic Attendees: Breanne, JMD, Maxxwell Starks, Robert Eberhard, Brandi, Lin, Chris, Ranae Stoker, Clinton 6th Ward, SM, Ashley Waters, Stephanie Patterson, Joe, Shawn, Carol Leatham, Terry's IPad, Mr. Hummel, OOP, Shepherd, Clinton, Deanna Larsen

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1. CALL TO ORDER

Mayor Stanger called the meeting to order at 6:00 PM.

He expressed appreciation for staff for their hard work and to the residents for helping make Clinton a better place.

2. ROLL CALL

Mayor Stanger, Councilmembers Arave, Dougherty, Gray attended electronically, Searle and Tyler

3. BUSINESS ITEMS

Mayor Stanger directed the Council to agenda item B.

3A. PUBLIC HEARING – TRUTH IN TAXATION PUBLIC HEARING FOR PROPOSED TAX INCREASE TO INCREASE ITS PROPERTY TAX BUDGETED REVENUE BY 7.06% ABOVE LAST YEAR'S PROPERTY TAX BUDGETED REVENUE EXCLUDING ELIGIBLE NEW GROWTH.

This item is to conduct a Truth in Taxation public hearing as required under the Utah Code to consider a proposed increase to the property tax budgeted revenue for the upcoming fiscal year. The proposed increase is 7.06% above the previous year's property tax budgeted revenue, excluding new growth.

A separate public hearing will also be held to consider executive salary increases for FY 2025-26 and to adopt the final budget and certified tax rate via Resolution 8-25.

City Manager Cahoon gave an explanation on the Truth in Taxation process noting that the County determines the certified tax rate each year.

Finance Director Aaron Price explained that due to state statutes, municipalities must hold a public hearing to raise property taxes beyond the certified rate. Sales tax revenues are trending downward and do not automatically adjust for inflation.

Mr. Cahoon, Mr. Price, and Mayor Stanger emphasized that budgets are conservative and based on projections 12–16 months ahead. The average household would see a tax increase of approximately $38.46 annually.

Mayor Stanger opened the public hearing at 6:35 pm. In addition to addressing the Council in person he invited the citizens present to write comments on 3x5 cards.

Deputy Recorder Amy Durrans read comments from online participants:

Chris - There are so many unemployed people that want good government jobs. If an employee wants to leave let them. There are tons of people that would love the benefits. People shouldn't just be entitled to more pay than they should work for that and that's why there are merit increases. That is the appropriate place to pay employees more for doing more. Not just giving it out because of inflation. Maybe we need to cut the fat a little bit. I'm sure Clinton city has government waste just like all other government agencies.

Chris - With so many new businesses coming to Clinton adding more sales tax like home depot and tractor supply. Once more sales tax come in, will you lower are property city tax? Does the council have any data or analysis on the sales tax that will come in with these new businesses in the next year?

Ashley Waters - If the sales tax income projection was off, what has been done to analyze the projection and correct those numbers for future? Is the city estimating too high of revenue from sales tax for the current/future year?

Lil Ackley stated she has some concerns. Any business that falls short on business, it falls back on citizens. She said fast food restaurants don't necessarily increase sales tax it just transfers it from another fast-food restaurant. She would like to see businesses come in that are not in nearby cities.

She is a crossing guard at 1300 N and 1500 W. She feels an additional crossing guard is needed in this area. Due to the construction, this is an extremely difficult area.

Adam Larsen questioned whether small yearly increases would become the norm. He feels there will always be future needs, at what point would tax increases stop.

Cameron Frick challenged the sales tax revenue projections. According to his calculations, the sales tax revenue is in line with the robust numbers collected in FY 2022-23. He feels that raising property taxes on families that are already struggling is not responsible.

Chris Danson stated that as he reviewed the budget, this increase will place Clinton City as one of the highest taxed cities in the County. The property tax will be about 40% of the city's revenue compared to other cities in the County that are at about 25%.

Fred Mitchell stated his family has been in Clinton since 1890. The City was founded by people who could live within their means. He asked the Council to tighten their budget rather than increase taxes.

James Moffitt feels that necessary items such as a crossing guard and emergency vehicles should be included in the budget. He asked the Council to meet the needs of the City and cutting services is not the answer.

Jennifer Christensen appreciates Mr. Moffitt and Mr. Larsen's comments. She wants to see the money spent responsibly and transparently. If equipment and personnel are needed, they need to be added to the budget and taxes be increased if necessary. This will promote a long-term fiscally responsible vision. Consider what is lacking. She understands that no one likes tax increases. When you live in a nice place, you need to pay for it. Attracting good businesses is a responsibility to increase property tax.

Kelly Mitchell expressed concern about construction affecting sales tax revenue. Increases in property taxes will affect lower sales tax. Although it may not be a significant amount per household, it does affect people. She asked the City Council to consider looking at ways to live within our means.

Hannah Klebe expressed appreciation for the service of the City Council. She feels that $38 will place a burden on citizens. Seniors and citizens on fixed incomes are being impacted. Costs are increasing for everything, so every little bit has an impact

Jarred Hainline works in the public sector and understands how it works. He sees waste in the public entity that he works for. He feels that some cuts need to be made, and the tax increase should be decreased. He would like the Council to consider cutting things from the budget and only increasing taxes for what is needed, take a balanced approach.

Mary Frederickson appreciates the time and effort the Council has put into this issue. She would prefer not to have an increase but realizes a lot of time, effort and thought has gone into it.

Dave Jones commented that these are not extravagant increases. He has observed how the budget process was managed and feels that it was very transparent. He has had over 50 years' experience working with property tax functions. He clarified the tax valuation notices come from the county. There is a difference between residential and business proportions. He encouraged citizens to read their tax valuation reports and said they are highly informative.

Daniel Martinez understands the concern for residents on fixed incomes. He appreciates transparency. He would like to see the infrastructure considered when approving the new businesses and the concern of traffic. He would like the Council to go about this with compassion for those on fixed incomes.

Donna Gallegos asked the Council to consider the sewer increases and other fees that are also increasing this year in addition to the school district fees.

With no further public comment, Mayor Stanger closed the public hearing at 7:12 pm.

Mayor Stanger went on to explain that the City cannot dictate what businesses come to Clinton. If a business wants to come into an area and it meets the code requirements, there is nothing that can stop them. The City does not own the land; they enforce the code requirements.

He said he appreciates the request for a new crossing guard and asked Chief Shawn Stoker to address this.

Chief Stoker explained this discussion takes place frequently. It would cost approximately $6,000 to hire an additional crossing guard. It has been a part of the budget discussions. Safety is always a consideration. In this specific intersection there is a lot of unknowns due to the construction. It has always been part of the plan to evaluate it more after the school year started.

The City runs extremely lean. He has been an officer in Clinton for 18 ½ years. He is also a citizen. The budget process is taken extremely seriously. He is proud of the culture that has been built within the city and the police department. The City Manager and Finance Director have worked hard to find ways to cut. He appreciates the time, discussions and research that took place in the initial stages of the process. For example, they have made a change to the health insurance which still provides employees with a quality benefit which has saved the City $400,000 in this budget.

Chief Stoker stated that he appreciates Mr. Cahoon's leadership. He feels the budget process has been significantly improved and is much more transparent than in previous years.

City Manager Cahoon explained the process is to work together and understand each other's needs. A lot of effort goes into making cuts that make sense but still meet the needs of each department and the City.

Councilmember Searle agreed and said the Council has had to make tough decisions on budget cuts.

Mayor Stanger introduced Finance Director Aaron Price. He asked him to discuss sales tax revenue and budget cuts and increases.

Mr. Price explained that sales tax is evaluated over several years to look at trends. Staff tries to be conservative and responsible when forecasting it for the upcoming budget. It is important not to overestimate the revenue. State and National economy reports are also evaluated. Currently, the sales tax revenue is trending down.

As far as budget cuts are concerned, the change in health insurance for example, resulted in $400,000.00 in savings. Staff was notified by our broker there was a potential of a 7 ½ percent increase. Staff evaluated and researched the plan and realized that only a small number of the employees were taking advantage of their full potential. Staff implemented an additional plan in conjunction with the traditional plan and provided employees with a choice. Previously with the traditional plan, the city paid for everything including deductibles. Now they have a choice of the traditional plan or a 90/10 split plus a health saving plan.

Mr. Cahoon added that some of the additional cuts were also made to some capital projects and in personnel through attrition. Staff is feeling confident in the projections for this upcoming budget.

Mayor Stanger stated as far as planning goes, it is important to plan not just for this year but for three or five years down the road. Growth is declining and cannot be counted as in the past to balance the budget and pay for capital improvement projects.

Mr. Price explained that capital project projections are a work in progress. A lot of this is in public works. In the upcoming year there is $9 million in projects. Public Works and the Engineer work hard to get grants. Staff is constantly trying to find revenue from other sources.

Mr. Cahoon added the goal for this upcoming year is for public works to update their capital project lists. They have done an excellent job of maintaining the enterprise funds and the utilities, but the general fund and parks capital improvement plans need to be solidified. There are a lot of other projects and items staff sees as a direct need such as building maintenance IT infrastructure upgrades. It is important for the revenues to match the operating expenses and not to depend on savings to maintain the operating expenses.

The discussion turned to the City's reserve funds. Staff clarified that state law requires cities to maintain a General Fund balance between 5% and 35% of annual revenues. In addition, financial best practices recommend maintaining at least 89 days of operating funds to provide stability in the event of a crisis.

Mayor Stanger turned the time over to the council.

Councilmember Arave expressed appreciation to everyone in attendance. He explained at the beginning of the year the council was informed that increases in the enterprise fund fees would be necessary. Eventually the decision was to increase the fees by $9. His feeling from the beginning was that due to the large tax increase last year and the increase in fees this year, he wasn't comfortable raising taxes this year. He feels it would be more appropriate to use the fund balance this year to fund the capital projects and keep the money in the taxpayers' pockets. He suggested cutting the $500,000 transfer to capital projects. He feels this is reasonable for now. He clarified he would prefer to fund the general fund with the fund balance rather than increase taxes. He supports allowing the reserve funds to go below 25% just for the time being. He is relieved that the proposed tax increase was increased from 10% to 7% through the process.

Mr. Cahoon cautioned that when postponing projects, there is a risk of paying more for them in the future.

Councilmember Gray stated he appreciates the public input. He said he feels the tax increase is necessary to continue providing all the necessary services for the residents and plan for unforeseen circumstances. This increase will allow us to continue to provide the essential services and continue running the city efficiently and financially responsible. He feels smaller increases more regularly is appropriate and will provide good outcomes for the City.

Councilmember Searle said he empathizes with the public comments on both sides of the issue. He has worked with budgets his whole career. That was the primary reason he joined the Council. He assumed there was a lot of waste going on in the City. He has found the opposite. The City is understaffed and under budgeted. For years Clinton was the lowest taxing entity in the state. That is not sustainable. The latest published report by the Utah Taxpayer Association is that Clinton is $2 higher than the third from the bottom. He asked the citizens to consider if they themselves would pull from their savings month after month to make their payments. He feels this increase is necessary.

Councilmember Dougherty thanked the citizens for their comments. She addressed some of them:

- She explained the overall tax revenue doesn't change unless the City raises taxes, but individual taxes may change if their specific property values go up or down, it may not be the same for everyone.
- She appreciated the comments for compassion for people in different financial situations.
- Although there are no automatic increases in property taxes to account for inflation, sales tax and other revenue sources do fluctuate and if positive it could help compensate for some inflation.
- The City does not specify which businesses are bringing in a certain amount of sales tax revenue. The Council appreciates that our finance director is conservative in estimating sales tax revenue.
- Clinton has one of the lowest taxes and fees per capita. Other cities may have lower property tax than Clinton but when you look at the number of residents we have the actual revenue that we bring in from taxes and fees overall is less. Clinton has been fiscally restrained for a long time, which has benefitted the taxpayers' pocketbooks over all these years.

Regarding the current budget, it is a difficult position to be in. Initially, she was not willing to consider an increase this year due to the substantial increase last year and the increase in enterprise fund fees this year. However, after a great deal of thought and lengthy discussion amongst staff and the council, and the declining sales tax revenue, she is willing to implement a 5% increase or $4.3 million now.

She clarified why there has been some variation in the total revenue anticipated from the increase because the City hadn't gotten the official new growth numbers from the County yet. There will be a 10% increase but only 7% will be covered by the taxpayers. She would prefer to discuss it in terms of the overall revenue.

Councilmember Tyler stated he is extremely sensitive to taxes and the hardships it may impose. However, he was elected to represent the entire city. He has studied the budget in depth, and spoken with department heads, the city manager, and the finance director. They are all professional competent individuals who are passionate about Clinton City, and they are saying the City needs to act. He feels it is important to listen to them, and he trusts their expertise. He does not want to keep kicking the can down the road and not responding to the needs of the City. He represents all the citizens and staff in Clinton City, he has benefitted personally from the services the City provides, and he feels a responsibility to make sure that the City has the personnel, equipment, facilities, equipment and training they need to continue to provide important services to the community. He feels comfortable with the 7% tax increase.

Councilmember Dougherty clarified that regarding the fund balance, the state requires a 5% minimum fund balance and up to a 35% maximum fund balance for reserve. The State recently increased the maximum from 25% to 35%. She is in favor of a 5% tax increase and pledging $50,000 of the fund balance. She is still in favor of the $500,000.00 transfer for capital improvement projects.

Councilmember Tyler stated he is willing to meet with some of the individuals and help them find county resources for property tax relief. He said he would be willing to help them personally cover the tax increase.

During the hearing, cards were passed out to citizens in case they had questions that didn't get answered.

Mayor Stanger reviewed some of the questions. He explained that some of the increases in certain departments were due to moving items from one account to another and simplifying some areas of the budget.

Mr. Cahoon added that the addition of a few employees including the new Finance Director and an HR Generalist has also contributed. Regarding the fire department overtime, by adding an extra position to each shift in the Fire Department, it will increase response time significantly and save money on overtime. He explained that staff has and will continue to look at efficiencies within the organization.

Mayor Stanger explained some of the expenses for the flower baskets and some banners included in the budget will be funded by RDA funds. He also addressed walkability and explained that funds are being set aside for upcoming projects to improve the safety and functionality of this in the future. He went on to report that staff is working to evaluate and consolidate employees. Staff has worked hard to stretch dollars and utilize staff to the best of their ability. He also addressed several other items from the notecards including:

- Staff is working to make sure that Clinton is competitive in wages to keep and attract top candidates especially in police and fire. Employees are receiving cost of living increases based on the Federal rate, although we are just a bit behind.
- Capital projects including streets are being planned for and included in the budget. According to the City Engineer, we should be putting in twice as much as we are and we are working toward that.
- He reported there are services available for seniors on fixed incomes and directed them to the Davis County website.
- We contract out for certain services when it makes more sense including janitorial, pest control and even some snow removal.
- The City does try to encourage business growth when it makes sense.
- If the Council votes for a 5% tax increase instead of the 7% tax increase, it will reduce the budget by approximately $85,000 which would result in taking approximately $65,000 from the reserve funds.

Mayor Stanger expressed his sincere appreciation for all the hard work that goes into the preparation of the budget. He stated that unfortunately, inflation continues year after year and will need to be dealt with. He feels strongly that future planning continue. He closed the public hearing and directed the Council to agenda item C.

3B. PUBLIC HEARING - EXECUTIVE SALARY INCREASES FOR FISCAL 2025-26

SB 91, titled the "Local Government Officers Compensation Amendments," was introduced and passed during the 2024 Utah State Legislative Session. The intent of the bill is to revise the compensation structure for local government officers.

The bill requires compensation for local government officers to ensure fairness and competitiveness; it requires regular reviews of compensation levels to meet market rates and cost of living changes along with promoting transparency in the process of adjusting pay scales.

Mr. Cahoon explained this follows the standard wage structure increases for that of all the staff, a 2.5% cola and potential 2% merit for regular employees and a potential 3% merit for public safety. He acknowledged a mistake that was found from the previous year in payroll where the mayor and city council mistakenly received a merit increase in addition to the cola increase. The mayor and city council should only receive cola increases. The Council can decide how to address that clerical discrepancy.

He went on to explain the City is currently in the process of implementing a true merit system where merit increases are only given if they are earned.

Clinton City FY 2026 Executive Wage Increases		
Position	COLA	Merit
City Manager	2.50%	2.00%
Finance Director	2.50%	2.00%
Police Chief	2.50%	3.00%
Fire Chief	2.50%	3.00%
Community Development Director	2.50%	2.00%
Public Works Director	2.50%	2.00%
Recorder	2.50%	2.00%
Recreation Director	2.50%	2.00%
Assistand Police Chief	2.50%	3.00%
Deputy Fire Chief	2.50%	3.00%
City Treasurer	2.50%	2.00%
Public Works Assistant Director	2.50%	2.00%
Mayor	2.50%	0.00%
City Council Members	2.50%	0.00%

Mayor Stanger opened the public hearing at 6:10 pm.

Cameron Frick asked for clarification if these increases are strictly for the position.

Mr. Cahoon responded yes.

Mr. Frick proposed removing the merit increases for executive staff. He feels leadership is a privilege and they should redirect the funds to employees.

Jim Moffitt expressed his appreciation to the Council for their efforts. He explained that the leadership of the organization sets the culture and that they should receive their increases. He strongly requests that the merit increase be provided to all employees that deserve it.

Mary Frederickson said as a personal business owner, she has had to make cuts to the costs of her services, she does have a concern with the cost-of-living allowance.

Mayor Stanger clarified that the mayor and city council only receive cola increases, not merit increases. He closed the public hearing at 6:17 pm.

There was a discussion that the budget numbers need to be corrected and reduced by 1% because a merit was mistakenly given to the council in the 2025 budget.

Councilmember Searle stated that Clinton employees deserve their increases. They need to feel valued and appreciated

Councilmember Dougherty said she feels the merit increase provides a way to reward the employees for their loyalty and dedication.

Councilmember Arave likes that the city is moving to a more merit-based evaluation.

Councilmember Tyler explained that the department heads are dedicated and willing to go above and beyond for the community and citizens.

Councilmember Dougherty suggested that moving forward it may be a good option to determine a specific method for determining merit increases.

MOTION:

Councilmember Dougherty moved to adopt Ordinance 25-08, approving compensation increases for its executive officers for the FY 2026 Budget. Councilmember Tyler seconded the motion. Voting by roll call: Councilmember Arave, aye; Councilmember Dougherty, aye; Councilmember Gray, aye; Councilmember Searle, aye; Councilmember Tyler, aye.

Mayor Stanger directed the Council back to Agenda Item A.

3C. PUBLIC HEARING - RESOLUTION 8-25, CERTIFICATION OF TAX RATE AND ADOPTION OF FINAL BUDGET FOR FISCAL YEAR 2025-26

The Resolution provides for the approval of the Final FY 2026 budget and the new Tax Rate certification.

MOTION:

Councilmember Tyler moved to adopt Resolution 08-25, approving the Final Budget for FY 2026 and adopting the Certified Tax Rate of .002159 in addition to adding one additional crossing guard and having staff modify the budget reducing the City Council increase to accommodate for the error from last year. Councilmember Searle seconded the motion.

Councilmember Searle encouraged the citizens to stay involved and educated about the budget process.

Councilmember Dougherty commented it is fascinating how differently individuals look at things such as the budget.

Voting by roll call is as follows: Councilmember Arave, no; Councilmember Dougherty, no because it pushes a little too far for her; Councilmember Gray, aye; Councilmember Searle, aye; Councilmember Tyler, aye.

The meeting adjourned at 9:00 PM.

Reviewed and Approved by the Clinton City Council this *26th of August 2025*

/s/ Lisa Titensor
Clinton City Recorder

CLINTON CITY COUNCIL MEETING MINUTES – SPECIAL MEETING

Date: August 11, 2025
Time: 6:00 PM
Location: 2267 N 1500 W, Clinton, UT 84015

Staff: City Manager Trevor Cahoon, Community Development Director Peter Matson, Public Works Director Dave Williams, Deputy Director Amy Durrans

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1. CALL TO ORDER
Mayor Stanger called the meeting to order at 6:00 PM.

2. ROLL CALL

Mayor: Brandon Stanger

City Council: Spencer Arave attended electronically, Marie Dougherty, Austin Gray, Gary Tyler and Councilmember Searle was excused

3. BUSINESS ITEMS

A. RESOLUTION 10-25 - REQUEST FROM HOME DEPOT TO ENTER INTO A WATER SERVICE AGREEMENT SETTING FORTH THE CITY'S COMMITMENT TO PROVIDE CULINARY WATER AND FIRE FLOW SERVICE FOR THE HOME DEPOT STORE LOCATED AT 2554 NORTH 2000 WEST (PARCEL 13-051-0063).

On June 5, 2025, the Planning Commission approved the preliminary subdivision plat and site plan for the Clinton Home Depot development. During the review process, the City informed Home Depot that the
required culinary water and fire flow would be provided for the development through the construction of a 10-inch service line. This line will extend from 1500 West, utilizing an existing easement, to the Home Depot site. The installation of this 10-inch water line is an approved capital project in the City's 2025-2026 final tentative budget and is scheduled for completion before Home Depot's occupancy.

Additionally, the Greenfield Landing Planned Residential Development (PRD), located south of Home
Depot has a planned 10-inch water line that will connect to the Home Depot site. This connection will create a looped water system, ensuring adequate flow for Home Depot. Although construction on Greenfield Landing is underway, Home Depot requires assurance that this looped system will be in place by March 2026 to facilitate its planned occupancy shortly thereafter.

The Agreement will formalize the City's commitment to construct the 10-inch water line from 1500 West. If the Greenfield line is installed as planned, the City will have flexibility regarding the timing of the 1500 West line's construction.

This Agreement is the result of several weeks of discussions and revisions. City staff and the city attorney have carefully reviewed the attached Agreement and are confident that it accurately reflects the City's

intentions and serves the City's best interests. Therefore, staff recommends proceeding with its approval.

City Manager Cahoon reported when Greenfield Landing completes their water loop, this agreement will make it so that Clinton City will not be required to put the loop in on our side until down the road when future development comes in.

<u>MOTION</u>

Councilmember Gray moved to adopt Resolution 10-25 approving the Water Service Agreement with Home Depot to provide culinary and fire flow water service to the Home Depot store and garden center on 11.40 acres zoned P-Z (Performance Zone) located at 2554 North 2000 West (Parcel 13-051-0063). Councilmember Dougherty seconded the motion. Voting by roll call is as follows: Councilmember Arave, aye; Councilmember Dougherty, aye; Councilmember Gray, aye; Councilmember Tyler, aye.

<u>ADJOURNMENT</u>

The meeting adjourned at 6:12 PM.

Reviewed and Approved by the Clinton City Council this 26th of August 2025

/s/ Lisa Titensor
Clinton City Recorder

Due to technical difficulties this recording will not be posted to the public notice website.

CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

MEETING DATE:	8/26/2025
CONSENT AGENDA	
BUSINESS AGENDA	1c
PETITIONER(S):	David Williams, Bryce Wilcox
TYPE OF VOTE:	ROLL CALL
SUBJECT:	Fall 2025 Surface Treatment

RECOMMENDATION:
Award the change order or the Fall 2025 Surface Treatment to Asphalt Preservation for $274,634.65

FISCAL IMPACT:
$274,634.65 ($259,634.65 from streets account, $15,000.00 from 106426)

SUMMARY:
Attached is the bid proposal from Asphalt Preservation for the Fall 2025 surface treatment work. The bid includes a 5% cost increase from the original bid prices from May 2024. The original bid prices (adjusted for the latex modified, black aggregate) were as follows:

Company	Unit Price / SY	
Asphalt Preservation	$	1.67
Morgan Pavement	$	1.89
Andersen Asphalt	$	2.13
M&M Asphalt	$	2.23

The cost increase from Asphalt Preservation puts the slurry seal cost at $1.75 per square yard which is still less than other bidders one year ago. This would be year two of the three-year contract we have with them.

The bid also includes AP4 surface treatment and pavement striping for the parking lots in the Civic Center. Last year we crack sealed all of the parking lots and did AP4 on the softball parking lot. The 45k in this proposal would be for Asphalt Preservation to install the AP4 on the remaining parking lots.

ATTACHMENTS: Bid, Change Order

Office Address: 3490 West 3300 South
Building A, Unit 4
West Haven, UT 84401

Office Phone: (385) 389-2927
Office E-mail: accounting@asphaltpres.com

BID PROPOSAL & CONTRACT

CUSTOMER NAME: Clinton City BILLING ADDRESS: 1740 N 1711 W Clinton, UT 84015	CONTACT NAME: Gregg Folk CONTACT PHONE: (801) 941-1133 CONTACT EMAIL: gfolk@clintoncity.com
JOB NAME: Clinton City Surface Treatement FY25 Fall JOB ADDRESS: Various Streets Clinton, UT	BID NUMBER: 2507011 BID DATE: 7/14/2025

DESCRIPTION	QUANTITY	UoM	UNIT $	PRICE
SLURRY SEAL, TYPE II	70,535.00	SY	$1.75	$123,436.25
CRACK SEAL, Elastoflex 650	24.00	TN	$2,745.00	$65,880.00
WIDE CRACK REPAIR, Gap Mastic B	12.00	TN	$3,339.00	$40,068.00
AP4 (Andersen Asphalt - Civic Center) w/ pavement markings	17,404.00	SY	$2.60	$45,250.40
			TOTAL BID PRICE:	$274,634.65

PAYMENT TERMS:

Payment is due at completion of the project without any retention being withheld. Invoices are subject to a 3.7% interest per month beginning 30 days following the due date. In the event it becomes necessary for Asphalt Preservation to file suit to collect any money due, hereunder or for breach thereof the owner agrees to pay in addition to the amount due, all costs of enforcement including reasonable attorney fees. In the event of dispute between Asphalt Preservation and the Buyer, the parties agree to arbitration through the American Arbitration Association.

ACCEPTED: The prices, specifications, and conditions are satisfactory and are hereby accepted. Buyer Signature: ______________________ Date of Acceptance:	CONFIRMED: Asphalt Preservation warranties all surface seals for a period of 1 year from completion. Authorized Signature: Kenneth Kladden Estimator Name: Kenneth Kladden Contact Info: (385) 368-5278

CHANGE ORDER NO.: 2

Owner:	Clinton City Corporation	Owner's Project No.:	N/A
Engineer:	J-U-B Engineers, Inc.	Engineer's Project No.:	55-24-048
Contractor:	Asphalt Preservation	Contractor's Project No.:	N/A
Project:	Clinton Street Surface Treatment Project		
Contract Name:	Clinton Street Surface Treatment Project		
Date Issued:	8/12/2025	Effective Date of Change Order:	8/13/2025

The Contract is modified as follows upon execution of this Change Order:

Description: Additional work based on budgeted money and existing three-year contract.

Attachments: Cost summary and maps

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 183,257.76	Original Contract Times: Substantial Completion: ____ Ready for final payment: ____
Increase from previously approved Change Orders No. 1 to No. 1: $ 196,505.48	**[Increase] [Decrease]** from previously approved Change Orders No.1 to No. **[Number of previous Change Order]**: Substantial Completion: ____ Ready for final payment: ____
Contract Price prior to this Change Order: $ 379,763.24	Contract Times prior to this Change Order: Substantial Completion: ____ Ready for final payment: ____
Increase this Change Order: $ 274,634.65	**[Increase] [Decrease]** this Change Order: Substantial Completion: ____ Ready for final payment: ____
Contract Price incorporating this Change Order: $ 654,397.89	Contract Times with all approved Change Orders: Substantial Completion: ____ Ready for final payment: ____

	Recommended by Engineer (if required)	Authorized by Contractor
By:	Matthew Crump	
Title:	Project Engineer	
Date:	8/7/2025	

Authorized by Owner

By: ____

Title: ____

Date: ____

CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

MEETING DATE:	August 26, 2025
CONSENT AGENDA	**1 - d**
BUSINESS AGENDA	**N/A**
PETITIONER(S):	Finance Director Aaron Price
TYPE OF VOTE:	ROLL CALL
SUBJECT:	Letter of Engagement for the FY 2024-25 Audit with Child Richards CPA Advisors

RECOMMENDATION:

That Council approve the letter of engagement with Child Richards CPA Firm to conduct the audit the year ended June30, 2025.

FISCAL IMPACT:

TBD

SUMMARY:

Child Richards CPA will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the disclosures, which collectively comprise the basic financial statements of Clinton City as of and for the year ended June 30, 2025.

ATTACHMENTS:

Letter of Engagement

June 12, 2025

To the Mayor and City Council and management of

Clinton City
2267 North 1500 West
Clinton, UT 84015

We are pleased to confirm our understanding of the services we are to provide Clinton City for the year ended June 30, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the disclosures, which collectively comprise the basic financial statements of Clinton City as of and for the year ended June 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Clinton City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Clinton City's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis
2) Budgetary comparison to actual on the General Fund and Major Special Revenue Funds
3) Schedule of the Proportionate Share of the Net Pension Liability
4) Schedule of Contributions
5) Notes to the Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies Clinton City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1) Schedule of expenditures of federal awards.
2) Combining and individual nonmajor fund financial statements.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of Clinton City and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

> According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Clinton City's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements and related notes of Clinton City in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Child Richards CPAs & Advisors and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Child Richards CPAs & Advisors personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Ryan Child is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately September 1, 2025 and to issue our reports no later than December 31, 2025.

Our fee for these services will be at our standard hourly rates. We estimate our fees to be between $35,000 and $37,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue a written report upon completion of our audit of Clinton City's financial statements. Our report will be addressed to the Mayor and City Council of Clinton City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Clinton City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to Clinton City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Child Richards CPAs & Advisors

RESPONSE:

This letter correctly sets forth the understanding of Clinton City.

Signature:____

Name:____

Title:____

Date:____

CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

MEETING DATE:	August 26, 2025
CONSENT AGENDA	N/A
BUSINESS AGENDA	**2 - A**
PETITIONER(S):	The RAP Tax Committee
TYPE OF VOTE:	NONE
SUBJECT:	Presentation

RECOMMENDATION:

That Council listen to the presentation.

FISCAL IMPACT:

None currently.

SUMMARY:

The RAP Tax Committee has requested to give a presentation on some of the initiatives they would like the Council to consider for use of some of the RAP TAX monies.

ATTACHMENTS:

PowerPoint presentation.

CLINTON CITY

RAP TAX

RECREATION • ARTS • PARKS

PRESENTS

COMMUNITY INPUT AND COMMITTEE RECOMMENDATIONS

HERITAGE DAYS

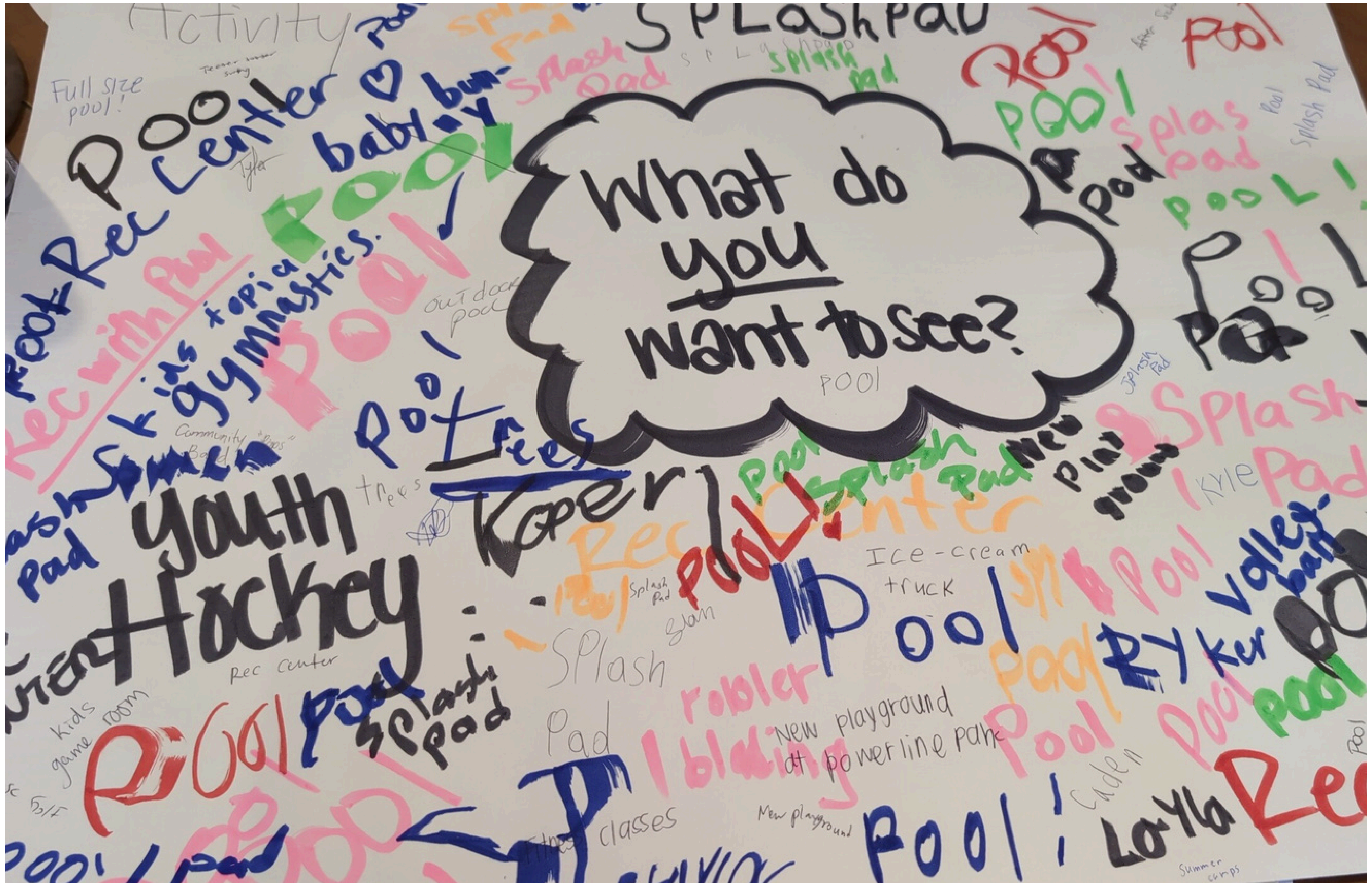
EASTER HOP

MONTHLY MEETINGS

EASTER HOP

TOP SUGGESTIONS:

- POOL
- SPLASH PAD
- REC CENTER
- DOG PARK
- ADDITIONAL RECREATION PROGRAMS



HERITAGE DAYS

COMMUNITY INPUT:

WE RECEIVED

132 PAPER

SUGGESTIONS

HERITAGE DAYS

TOP SUGGESTIONS:

- REC CENTER
- SPLASH PAD
- MORE SHADE
- ADDITIONAL REC PROGRAMS
- ARCHERY/SHOOTING RANGE

RECREATION • ARTS • PARKS

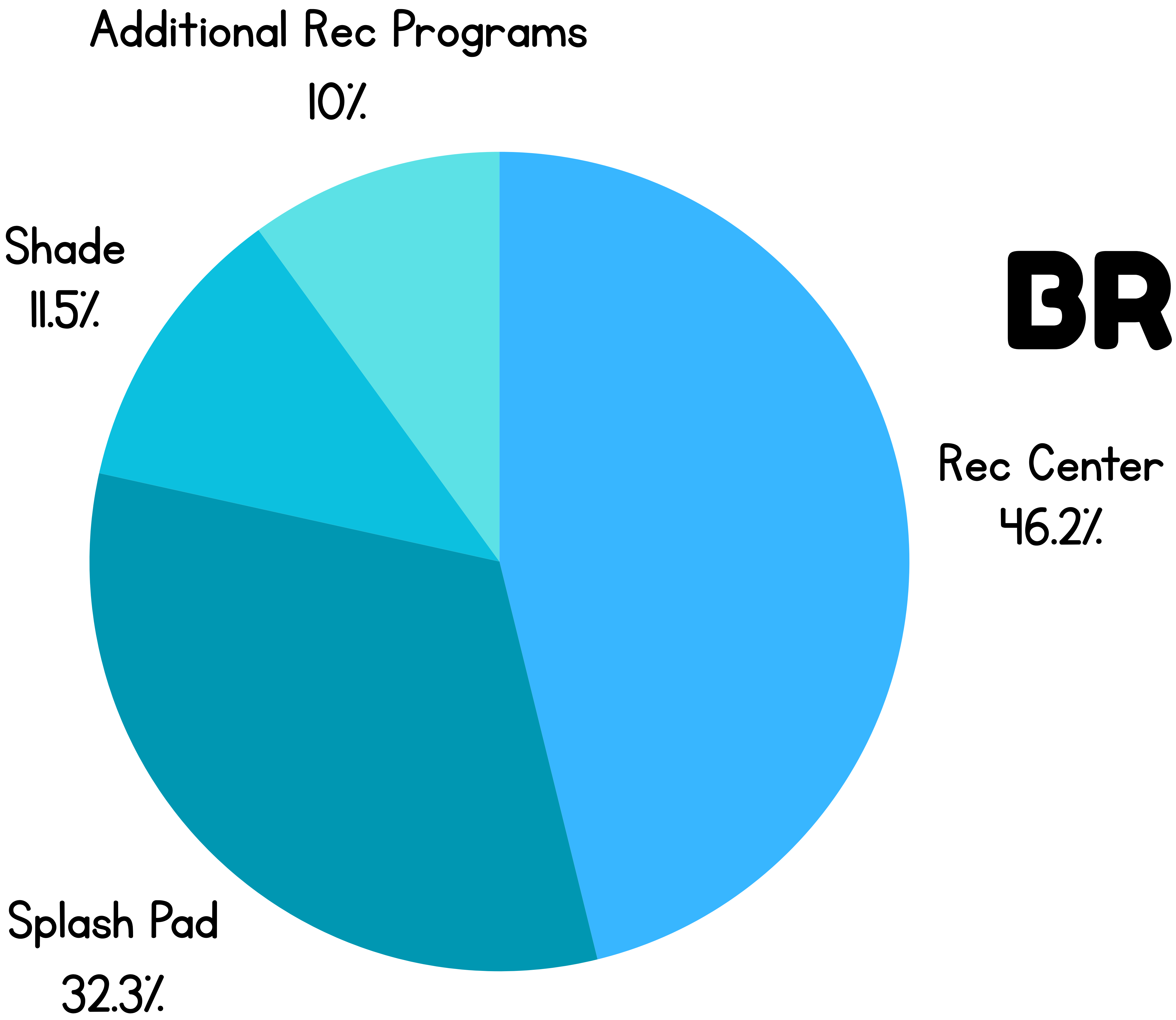
REC CENTER SUGGESTIONS INCLUDED:

- VOLLEYBALL
- TUMBLING
- TACKLE FOOTBALL
- HOCKEY (ICE & STREET)
- BOYS/GIRLS CLUB
- AFTERSCHOOL PROGRAMS
- YEAR ROUND/EXTENDED BASEBALL PROGRAMS
- WRESTLING
- CHEER/DANCE
- POOL
- GYM
- TRACK

THE COMMUNITY OVERWHELMINGLY

WANTS A SPLASH PAD & RECREATION CENTER

LOCKED SUGGESTION BOXES WERE UTLIZED TO INCREASE ACCURACY IN COMMUNITY INTEREST



FORMAL BREAKDOWN OF THE 132 COMMUNITY SUGGESTIONS RECEIVED

ADDITIONAL SUGGESTIONS INCLUDED:

- MUD PARK
- SKATING RINK
- WATERPARK
- DOG PARK
- PAINTING CLASSES
- COMMUNITY EVENTS
- COACHING EDUCATION/RESOURCES
- COMPETITIVE RECREATION TOURNAMENTS

! MORE WIDESPREAD COMMUNICATION OF INFORMATION/EVENTS

COMMITTEE RECOMMENDATIONS

DOG PARK

ROLLOVER

SHADE

ARTS FUNDING

GENERAL FUND

CLINTON CITY

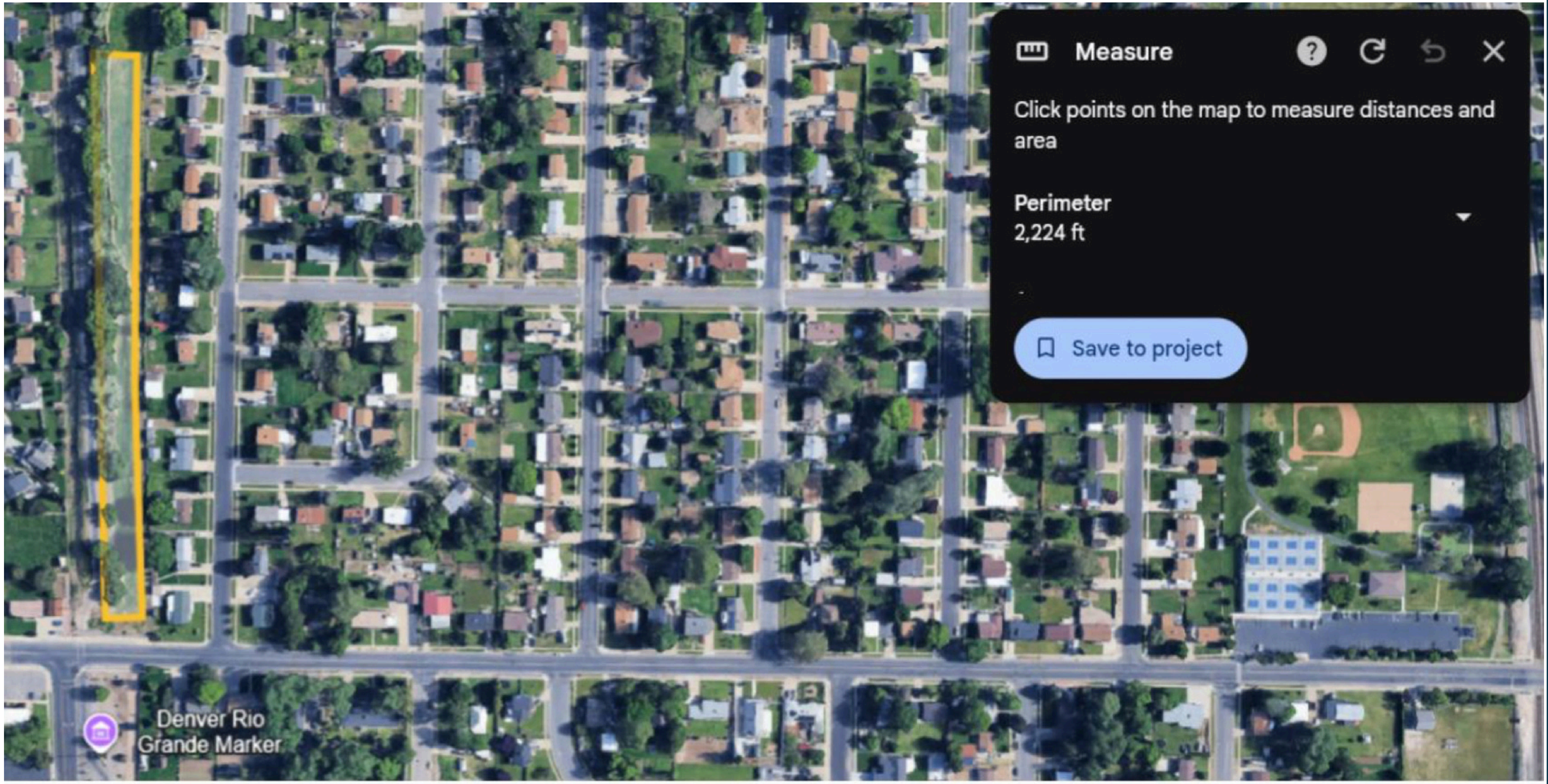
DOG PARK

SHOE STRING	KESTREL	CIVIC CENTER
QUOTE RECEIVED FOR $510,000	HOLDING POND CAN OFFER $50,000	SEVERAL OPTIONS CAN OFFER $50,000

SHOESTRING DOG PARK

$510,000
BID
RECEIVED

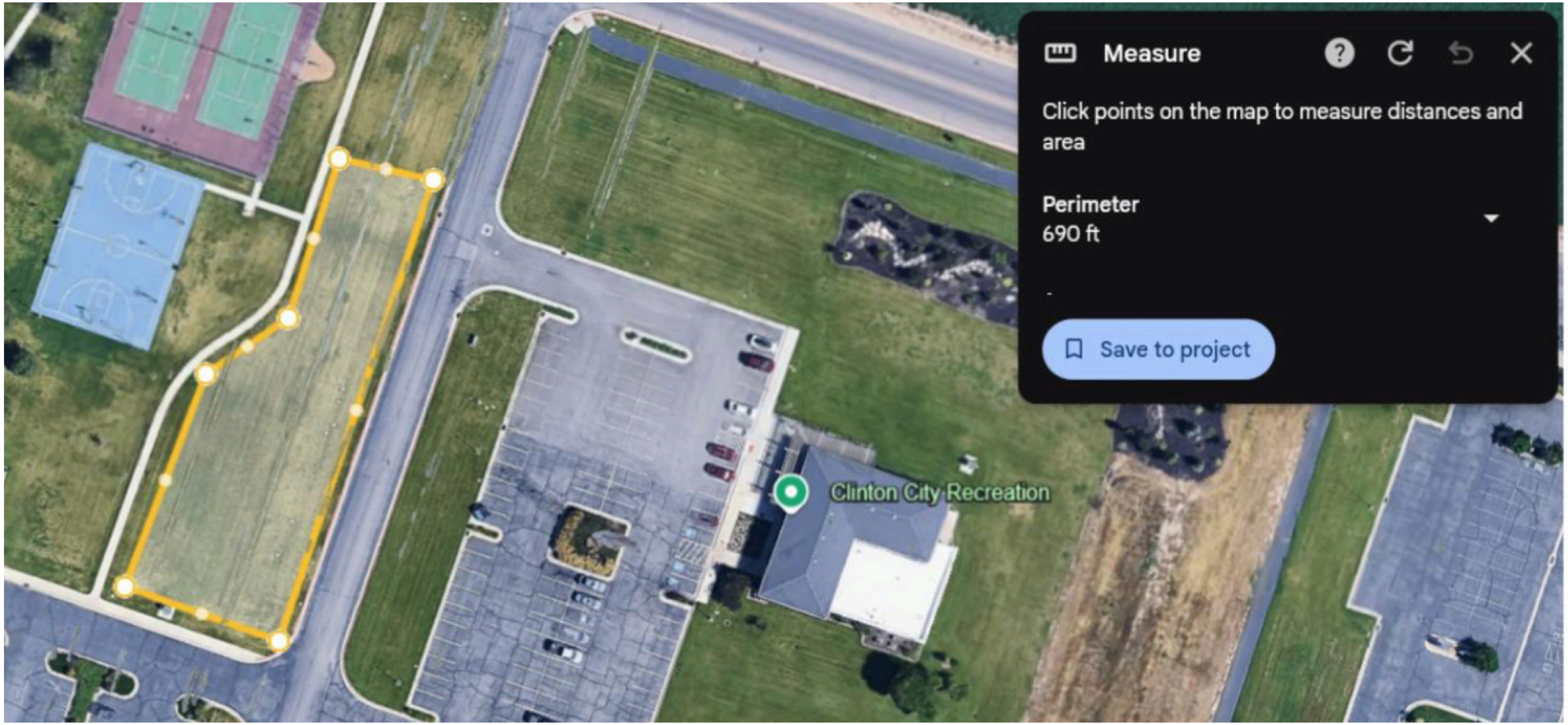
2,224 FT
PERIMETER



DOG PARK
RECOMMENDATIONS

- 6 FT FENCING
- DOUBLE ENTRY
- GATE FOR MOWING
- WATER STATIONS
- PET CLEANUP STATIONS
- MOW STRIP

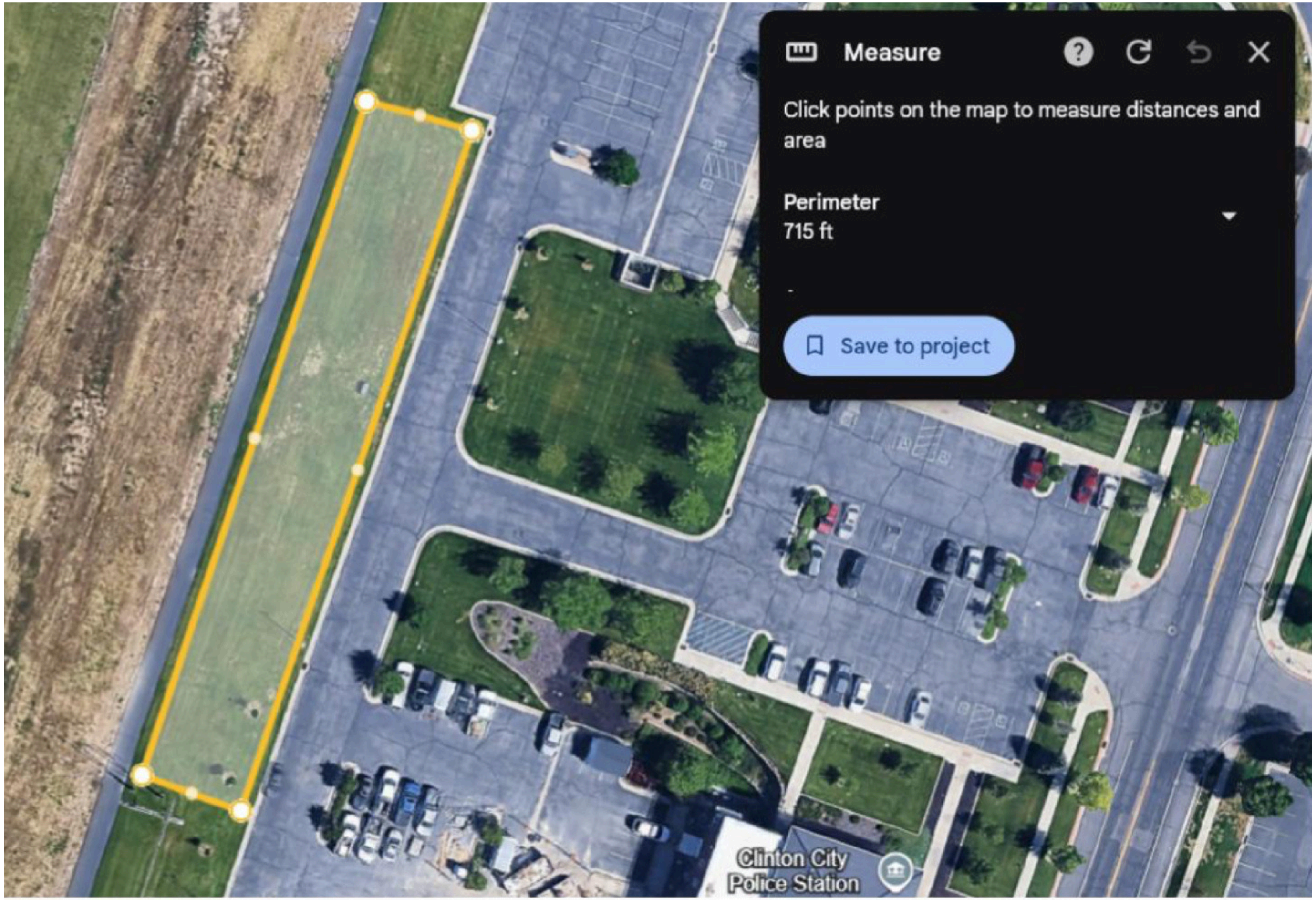
CIVIC CENTER DOG PARK



690 FT PERIMETER

CIVIC CENTER DOG PARK

715 FT PERIMETER



KESTREL DOG PARK

809 FT PERIMETER

NEIGHBORING DOG PARKS

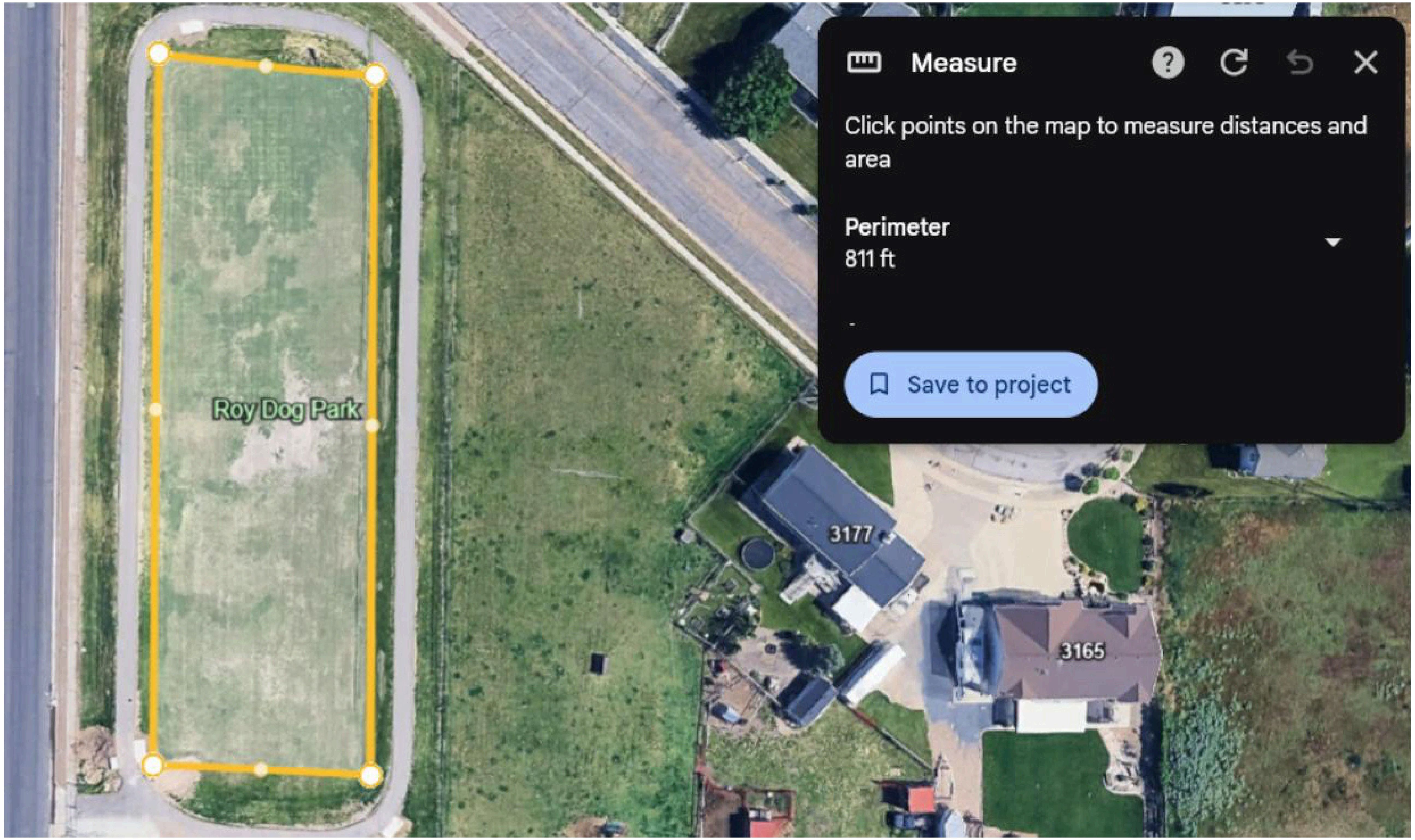
659 FT PERIMETER - BARLOW DOG PARK, CLEARFIFELD

NEIGHBORING DOG PARKS

811 FT PERIMETER

-

ROY DOG PARK



ROLLOVER

RAP TAX COMMITTEE REQUESTS
20% OF YEARLY FUNDS TO BE SET ASIDE TO FUND LARGER PROJECTS. THIS FUND COULD EVENTUALLY FUND WISHLIST PROJECTS, SUCH AS:

REC CENTER

SPLASH PAD

ARTS CENTER

CIVIC CENTER PARK SHADE

MULTIPLE BIDS RECEIVED

SAILS

UMBRELLA

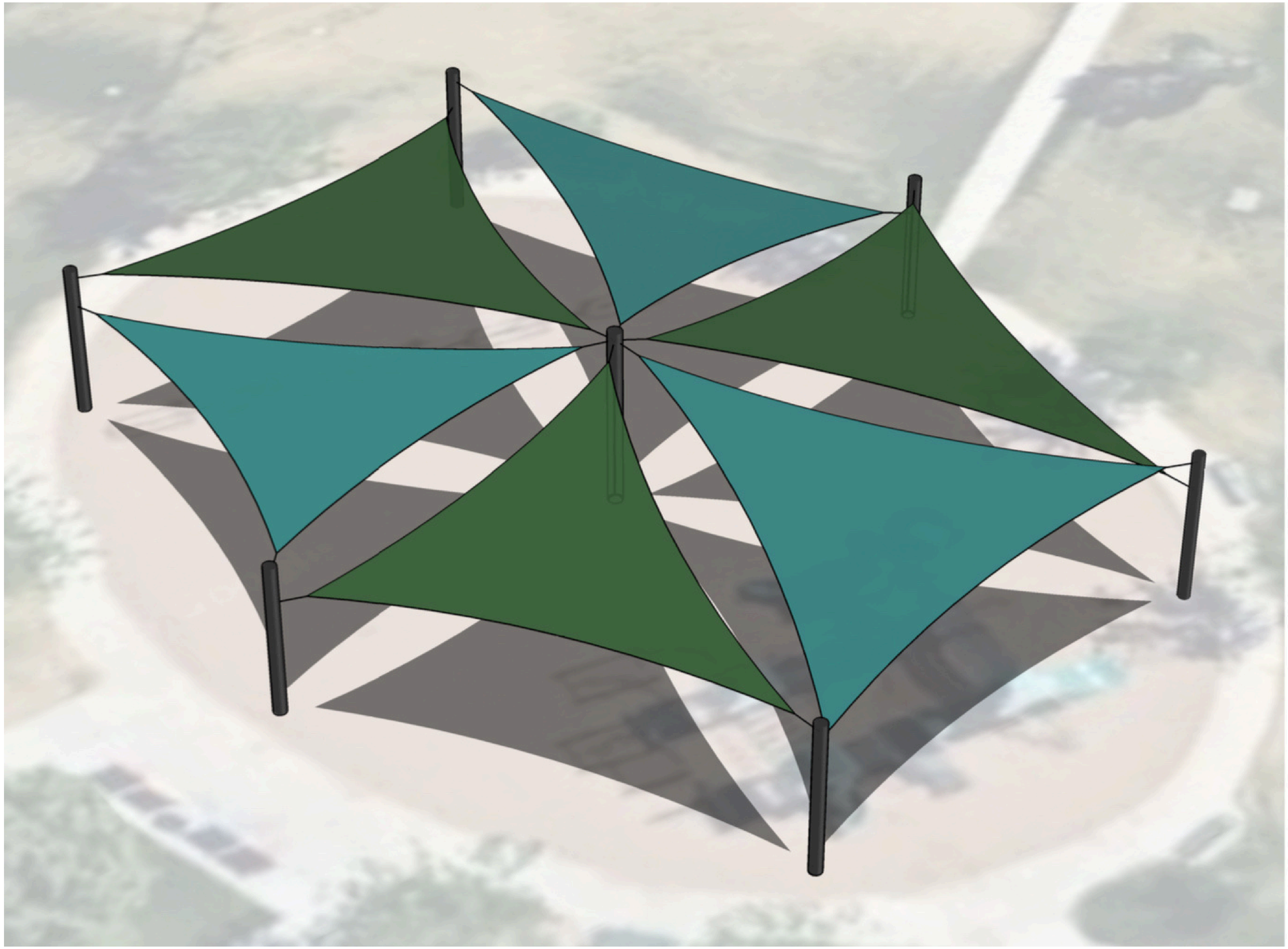
DUGOUT

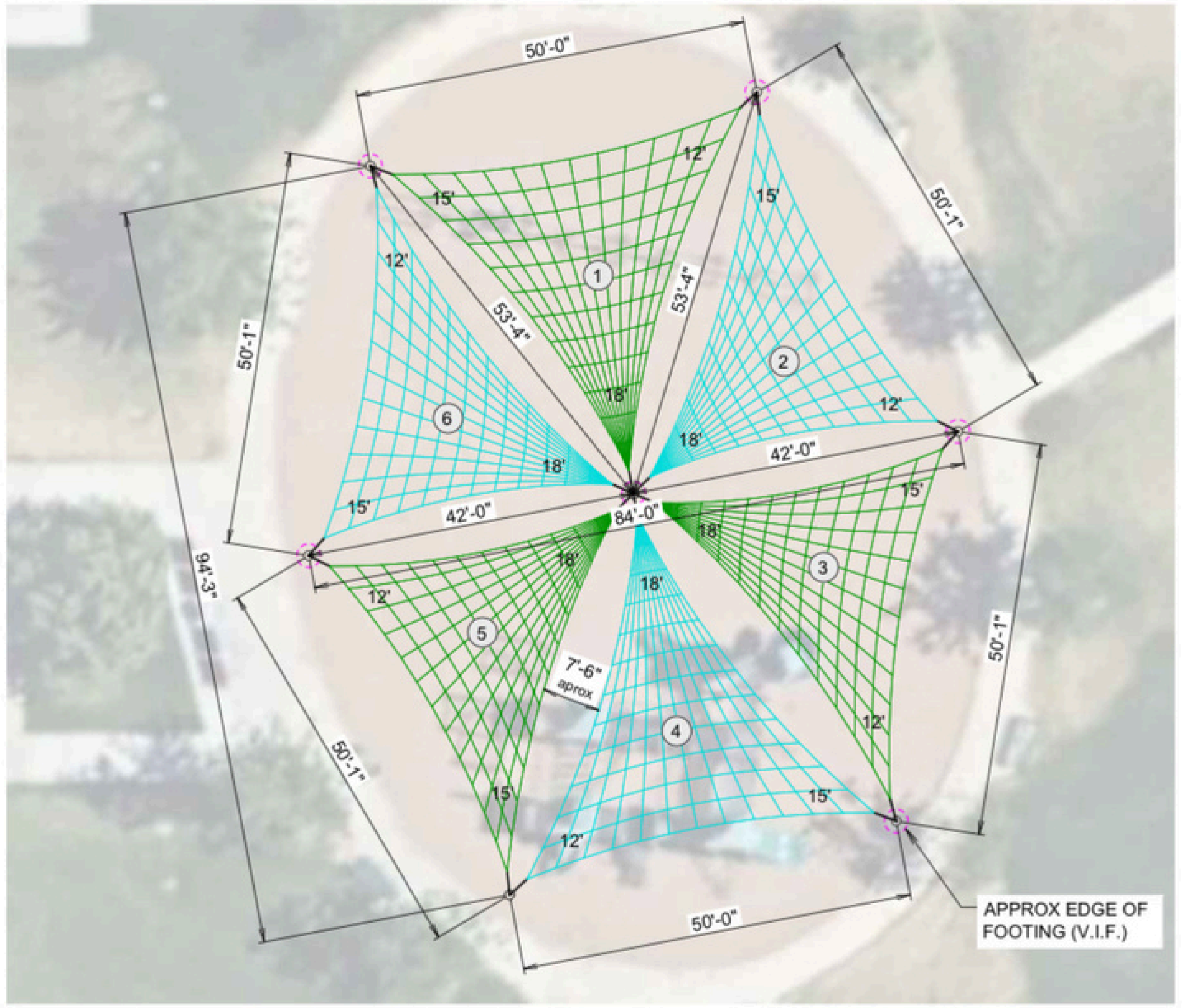
SWINGS

SHADE

CIVIC
CENTER
PARK
PLAYGROUND
SAILS

- $217,000

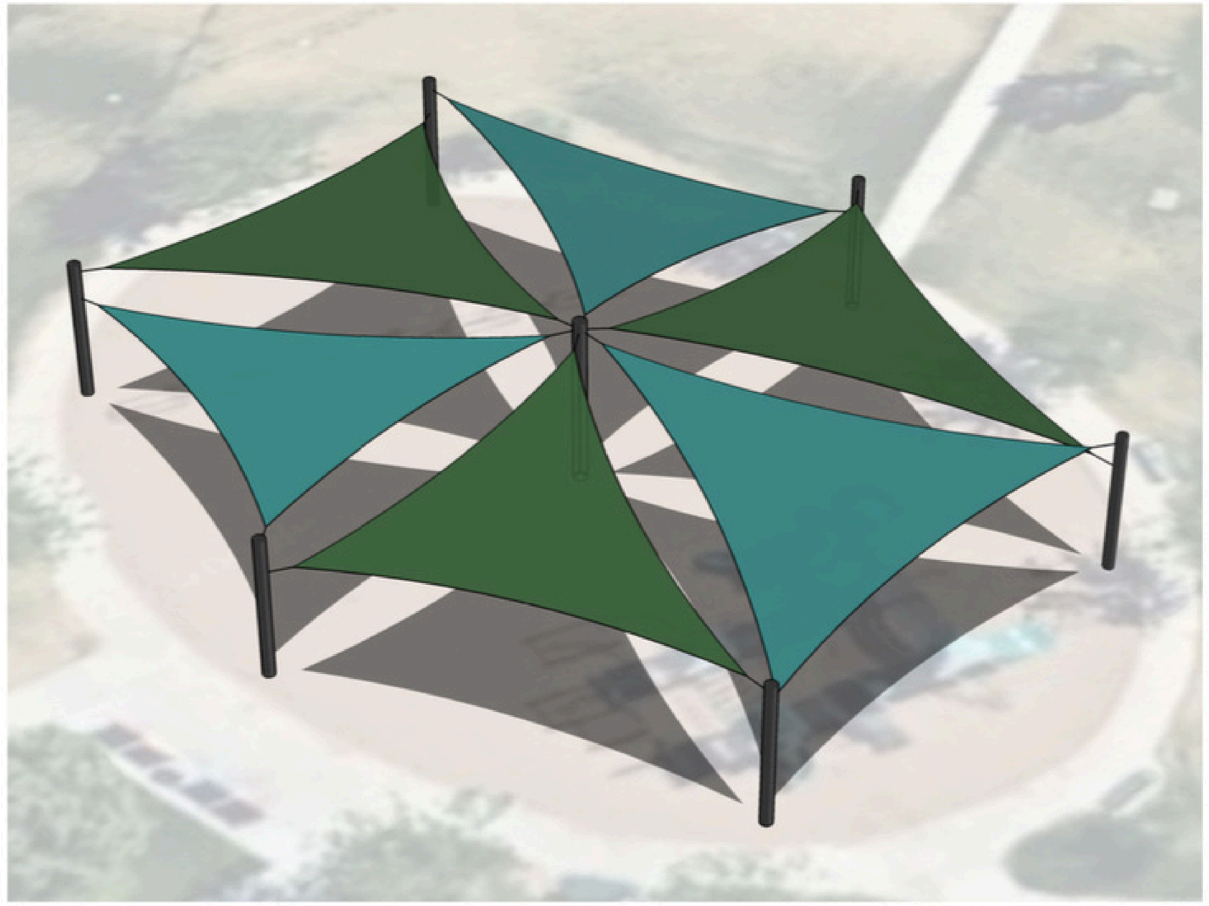




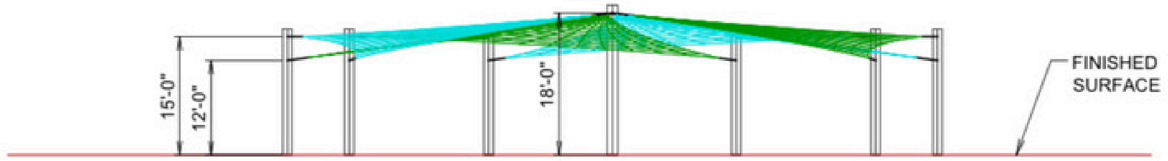
COVERAGE AREA	
PANEL #	SQ FT
PANEL 1,4	733.8
PANEL 2,3,5,6	606.3
TOTAL	3893.0

PLAN VIEW

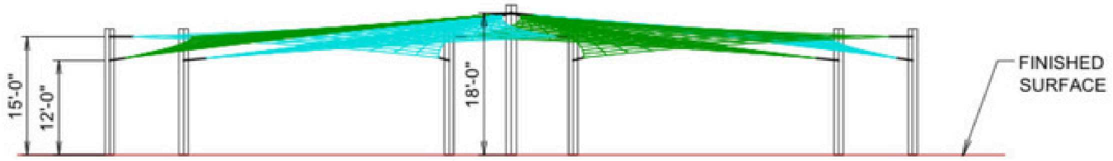
PLAN NORTH



PERSPECTIVE VIEW



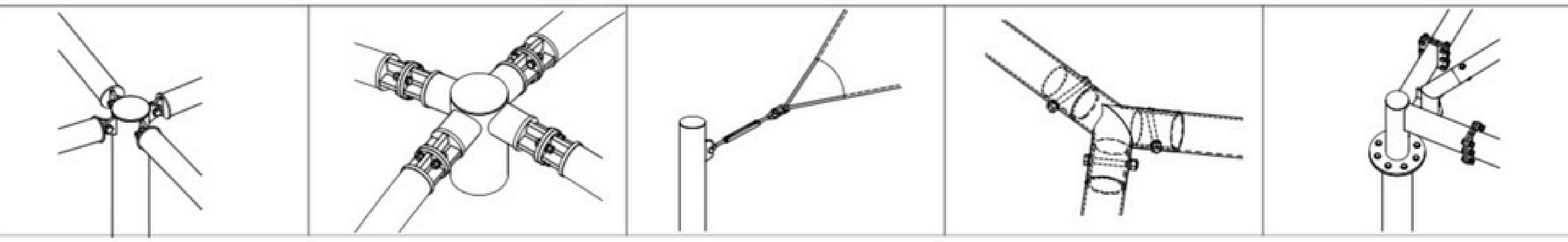
SOUTH ELEVATION



WEST ELEVATION

As manufactured and installed by:
USA SHADE & Fabric Structures.

Nathan Hrabal
(214) 206-1040, (800) 966-5005
Nathan.Hrabal@usa-shade.com



Notes:

-All structures will have bolted connections for shipping and installations purposes.

-Standard details being shown as an example. Final details t.b.d. during final Engineering phase.

-All dimensions and heights must be field verified prior to any final design, fabrication or installation work

CUSTOMER:
BIG T RECREATION

PROJECT NAME:
CIVIC CENTER PARK

LOCATION:
2300 1700 W
CLINTON, UT 84015

STRUCTURE TYPE:
3PT SAILS JOINED

SIZE:
VARIES

USASHADE & Fabric Structures
CORPORATE HEADQUARTERS
2580 ESTERS BLVD., SUITE 100
DFW AIRPORT, TX 75261
800-966-5005

CERTIFICATIONS:
IAS CERTIFICATION No: FA-428
CLARK COUNTY MANUFACTURER CERTIFICATION NUMBER (NEVADA): 355

REV	DESCRIPTION	DATE	DRW	CHK	ENG

Drawn By :	YH	06/09/25
Checked By :	YH	06/09/25
Approved By :	YH	06/09/25

DRAWING DESCRIPTION:
VIEWS

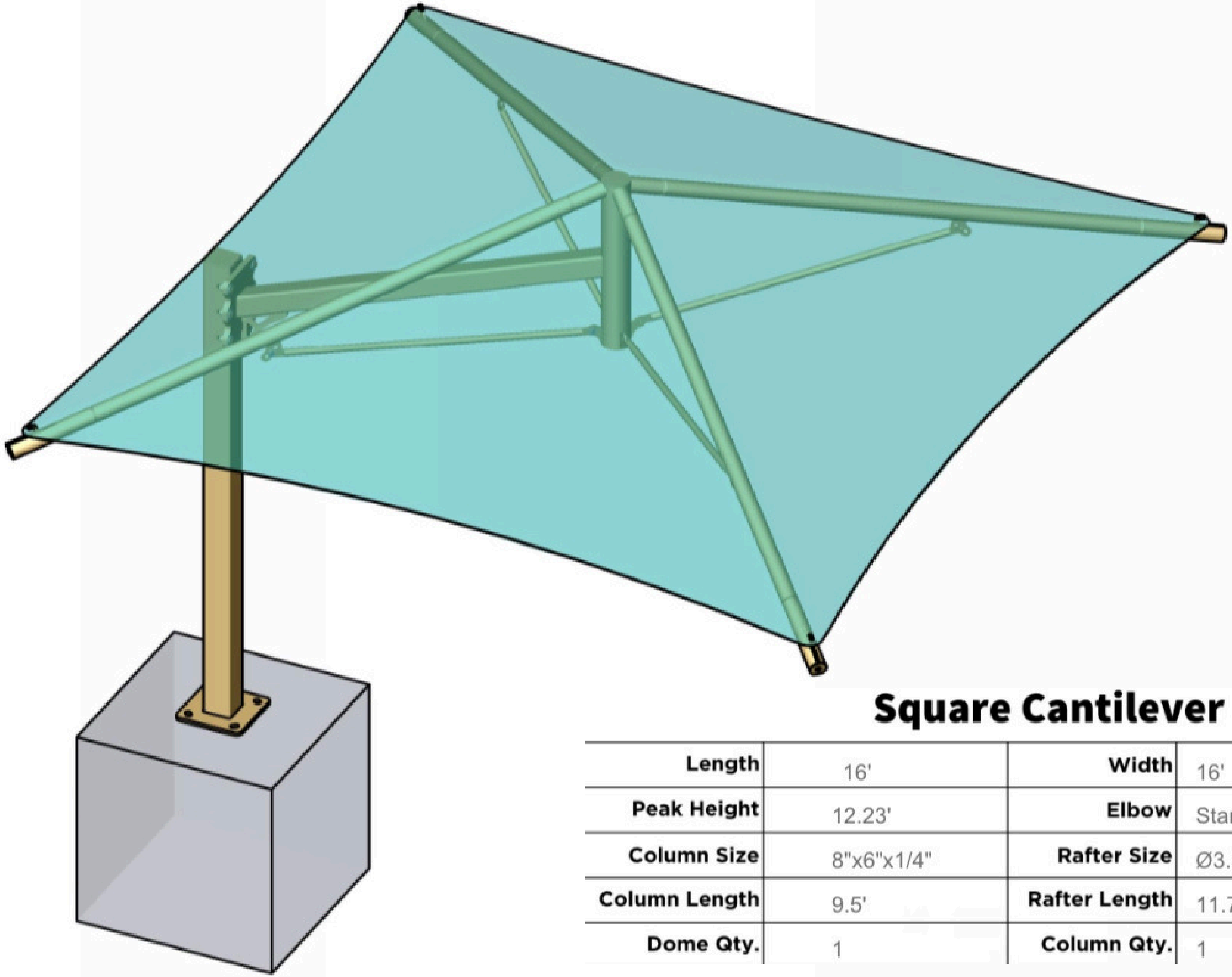
DWG. UT0625NH22835

PAGE 1000

REV.

SHADE

CIVIC CENTER UMBRELLA SHADES $17,000/EACH



Square Cantilever Umbrella Shade

Length	16'	**Width**	16'	**Entry Height**	9'
Peak Height	12.23'	**Elbow**	Standard	**Column Mount**	Base Plate
Column Size	8"x6"x1/4"	**Rafter Size**	Ø3.5" 11-Ga	**Strut Size**	Ø1.9" 11-Ga
Column Length	9.5'	**Rafter Length**	11.79'	**Beam Size**	7"x5"x1/4"
Dome Qty.	1	**Column Qty.**	1		

Square Cantilever Umbrella Shade

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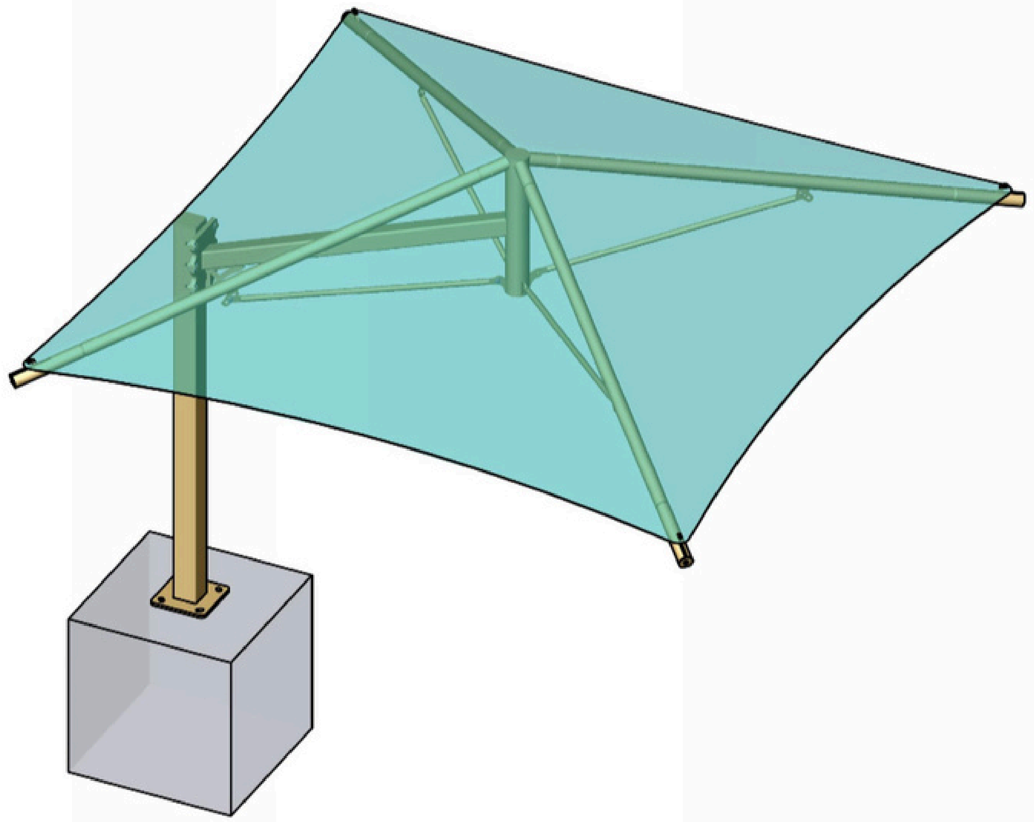
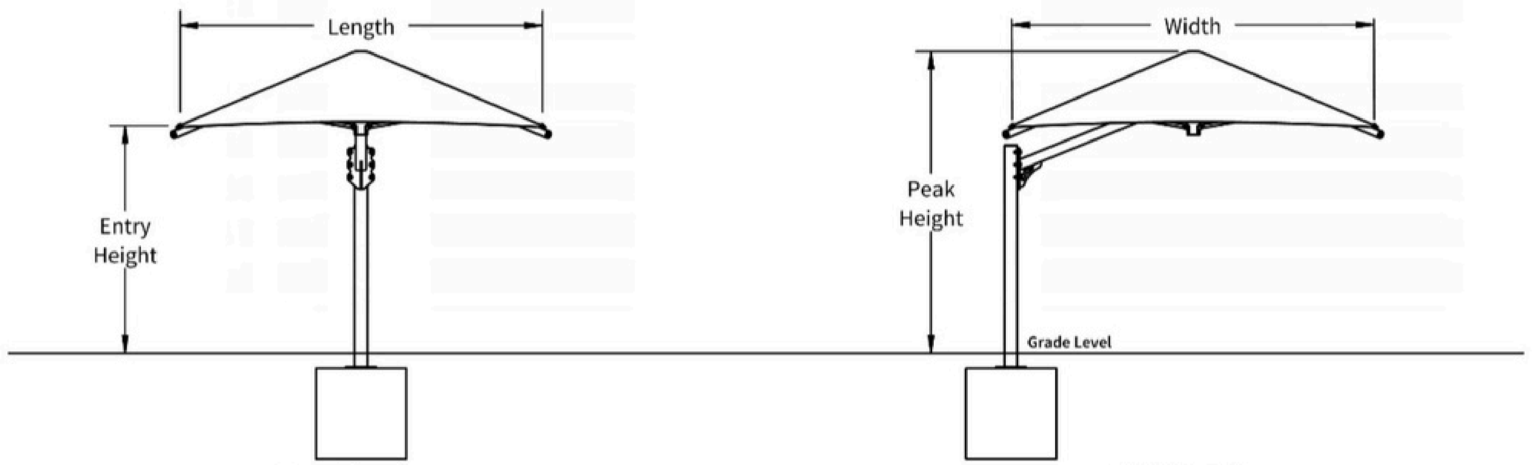
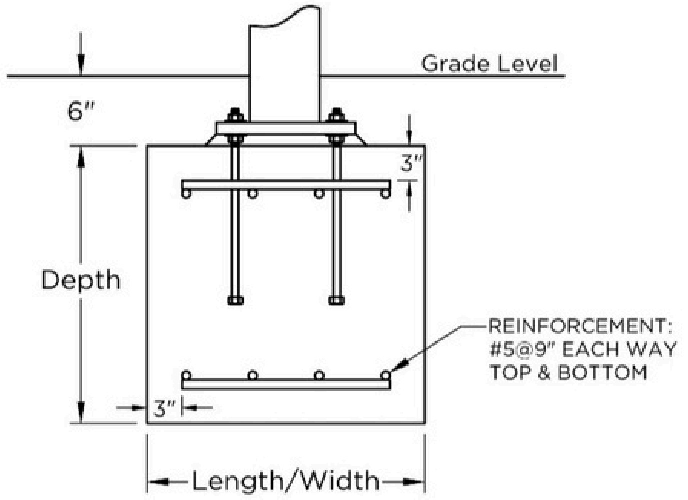




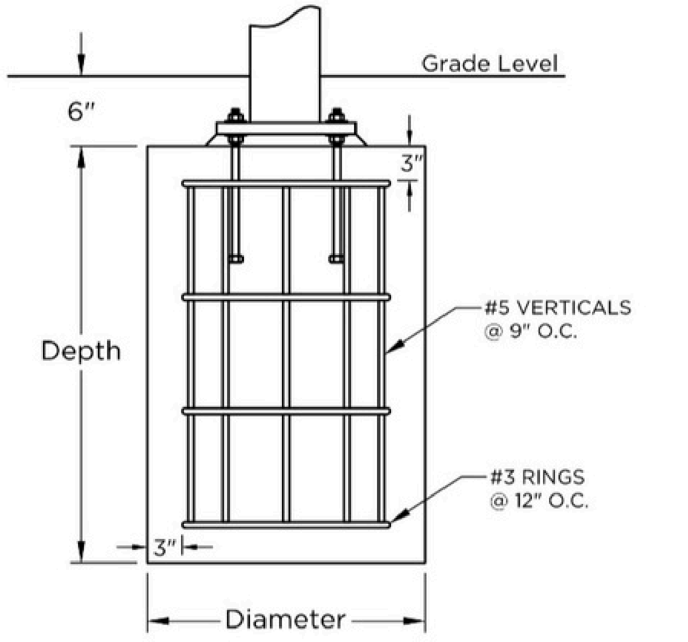
Front Elevation

Side Elevation

Square Footing		
Column	Length & Width	Depth
Single Cap	4.62	3
Double Cap	N/A	3



Auger Footing		
Diameter	Single Cap Depth	Double Cap Depth
1'-6"		
2'-0"	Out of range	N/A
2'-6"	Out of range	N/A
3'-0"	7.25	N/A



SuperiorShade

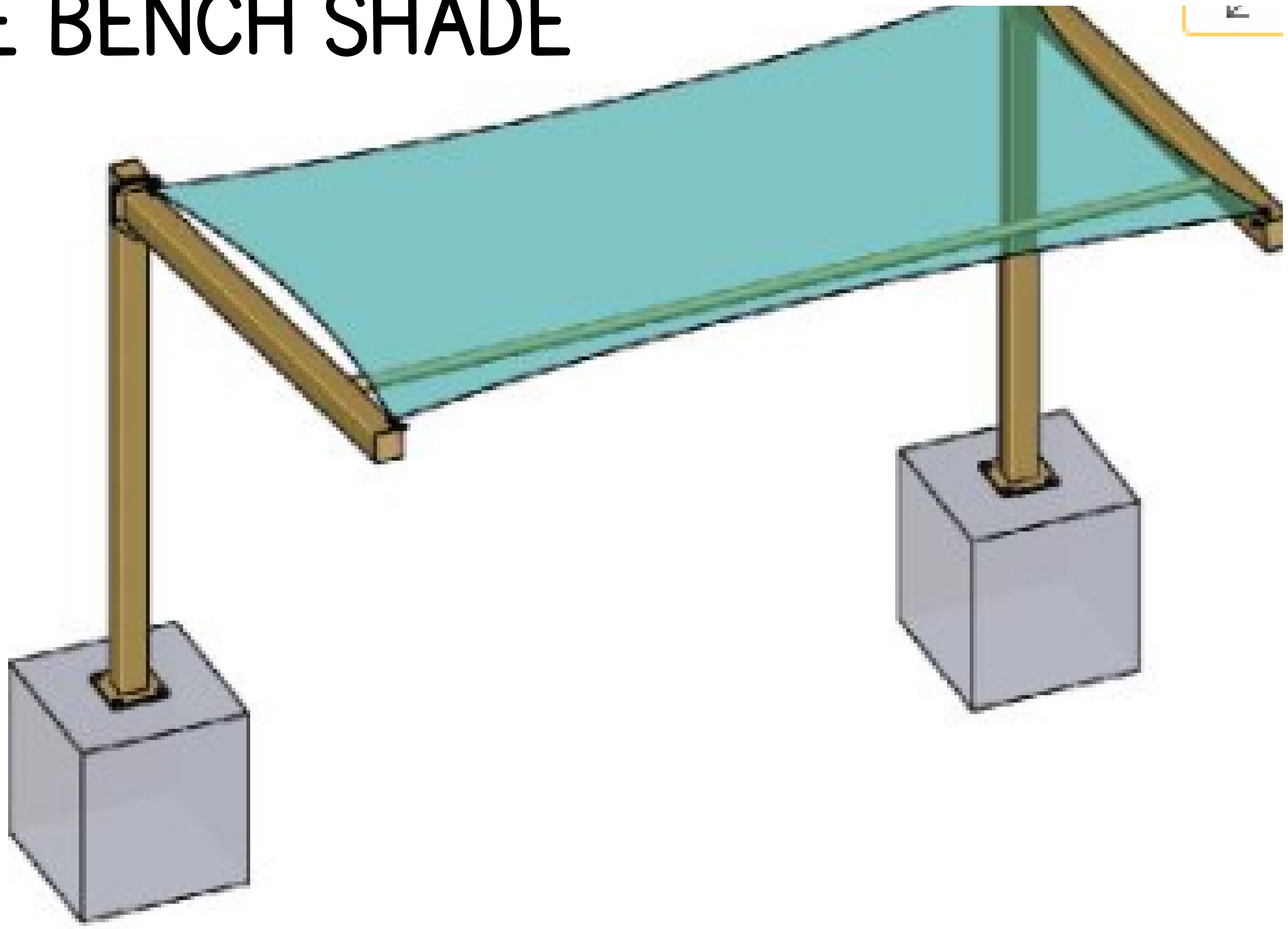
QUOTE	SHADE SIZE	SHADE STYLE
105334	16 X 16	Square Cantilever Umbrella Shade

These drawings are for reference only and should not be used as construction details. They show the general character and rough dimensions of the structural features. Exact spans, fasteners, materials, and foundations can be determined by a licensed professional engineer upon request. Estimated footing size above is based on 1,500 PSF soil bearing pressure.

SHADE

DUGOUT STYLE BENCH SHADE

- 14 X 14
  - $8,893
- 14 X 10
  - $7,576



SHADE

DUGOUT STYLE BENCH SHADE WITH BACKING

- ADTL $900

SHADE

"ROCK SOLID SWINGS"

- COMPOSITE WOOD
- POWDER-COATED METAL
- 3 YR WARRANTY INCLUDED
- MINIMAL MAINTENANCE
    - RE-STAINING
    - PRESSURE WASHING

SHADE

ARTS FUNDING

RAP TAX COMMITTEE REQUESTS
$5,000 TO BE SET ASIDE FOR CLINTON CITY ARTS.
ARTS CURRENTLY OPRATES ON $2,000 - $2,500
YEARLY. THIS FUNDING ALLOWS FOR THEM TO
BRANCH OUT AND SUPPORTS:

EVENTS

ADVERTISING

SUPPLIES

GENERAL FUND

ANYTHING LEFT OVER IN THE BUDGET WILL BE LEFT IN THE GENERAL FUND. THIS WILL BE SET ASIDE FOR PUBLIC COMMENT SUGGESTIONS, EVENTS, SIGNAGE, AND MORE.

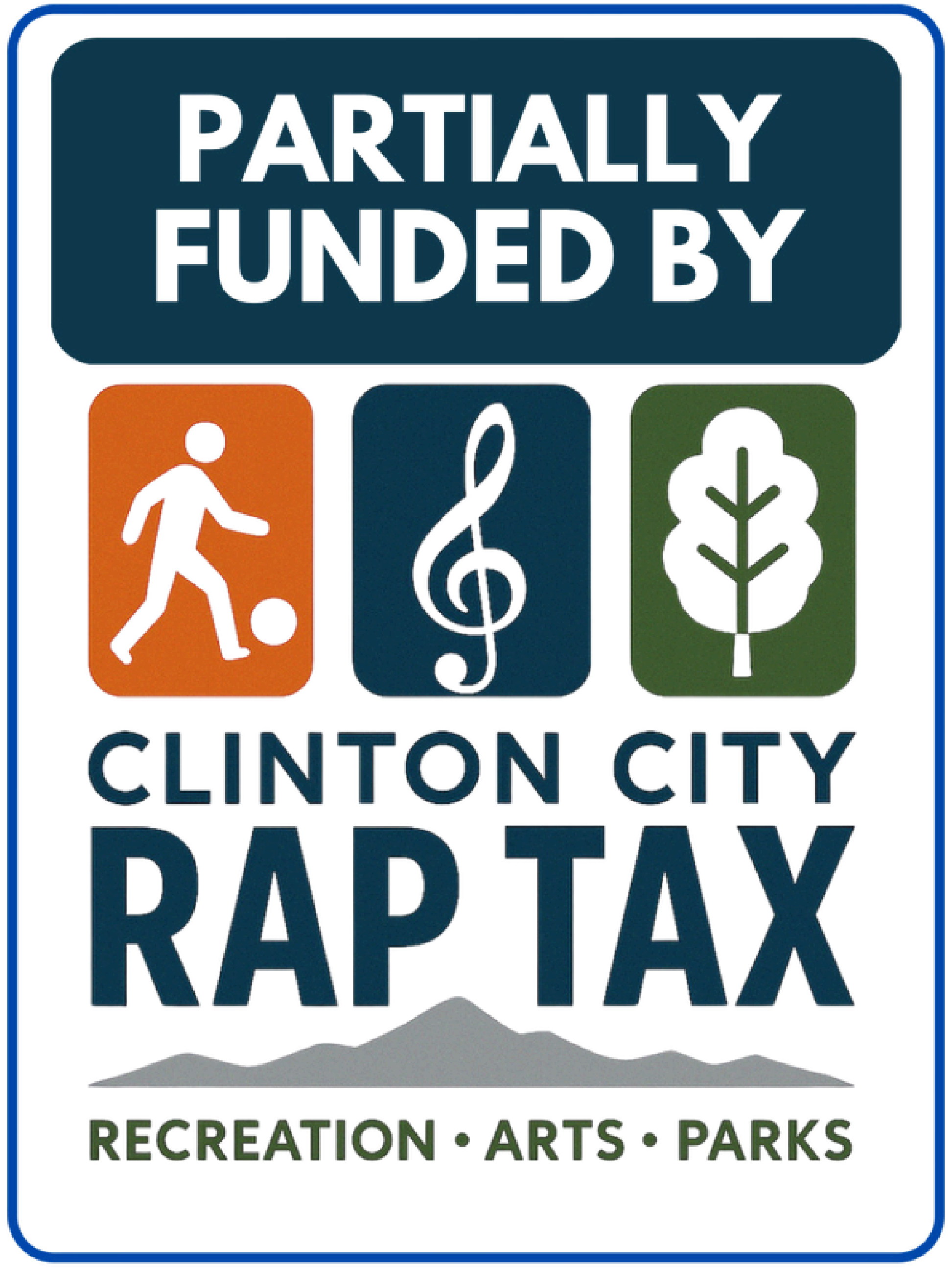
CLINTON CITY PROJECTS

RAP TAX COMMITTEE WOULD LIKE TO RECOMMEND $75,000 BE ALLOCATED TO CLINTON CITY PROJECTS THAT FALL INTO RECREATION, ARTS, AND PARKS CATEGORIES, SUCH AS THE CLINTON POND PUMP TRACK PROJECT.

IN EXCHANGE THE RAP TAX COMMITTEE WOULD LIKE TO POST SPONSORSHIP SIGNAGE.

RAP TAX SIGNAGE

SIGNAGE SUGGESTIONS INCLUDE:



FUNDING BREAKDOWN

$75,000	CLINTON CITY PROJECTS
$50,000	ROLLOVER
$50,000	DOG PARK
$51,000	SHADE
$5,000	ARTS

$231,000 TOTAL PROJECTED

QUESTIONS?
COMMENTS?
CONCERNS?
FEEDBACK?

CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

MEETING DATE:	August 26, 2025
CONSENT AGENDA	
BUSINESS AGENDA	**2 - B**
PETITIONER(S):	Davis Weber Counties Canal Company – Rick Smith
TYPE OF VOTE:	NONE
SUBJECT:	Presentation

RECOMMENDATION:

That Council listen to the presentation.

FISCAL IMPACT:

None currently.

SUMMARY:

Rick Smith with the DWCCC has requested to provide a presentation to the City Council.

ATTACHMENTS:

PowerPoint presentation.

SECONDARY WATER UTILITY FUND FINANCIAL PLAN

UPDATE TO 2022 ANALYSIS

AUGUST 26, 2025

BACKGROUND: 2022 ANALYSIS

- **D&W:**

  - **Performed a secondary water rate study to analyze revenues and expenditures to meet operations and management, capital improvements, secondary metering, and repair and replacement in 2022.**

  - **Presented analysis in January 2023 and implemented new rate increases as a result**

  - **Max rate increase was capped at 25%**

  - **Intended to Review Rates within 5-year Planning Window**

BACKGROUND: 2022 ANALYSIS

D&W (CONT):

- Since the last 2022 update:
  - Has received more secondary metering grants; and
  - Additional UDOT projects have been identified

- Based on updated assumptions, rate increases are only applicable to certain users based on lot size/connection size.
  - Capped Increase @ 10%

- Rate increases effective next D&W fiscal year (Sept/Oct 2025 billings for Nov 1 FY)

BACKGROUND: METERING

  - In the 2022 Legislative Session, HB242 passed. This requires all secondary water services to be metered by December 31, 2029. After that, fees will be assessed to water providers not in compliance.

- D&W is working to complete meter projects and set-up water user portal.

- Next steps: Internally review base rates and tiers

  - HB274 passed in 2025, requiring tiered rates and water use to be billed based on the new meters starting in 2030. Next steps will be to collect data, analyze, and establish new rate tables.

  - Revisit Rates in FY2029

2025 SCENARIO UPDATE

RECOMMENDED RATES: CLINTON

Lot Size in Acres		Reflects Increases in Assessments		
From	To	1-inch Connection	2-inch Connection	3-inch Connection
0	0.33	$316	N/A	N/A
0.34	0.50	$364	N/A	N/A
0.51	0.75	$446	N/A	N/A
0.76	1.00	$495	$1,226	N/A
1.01	1.25	$544	$1,314	N/A
Greater than 1.25 Acre Connections				
1.26	1.50	$753	$1,396	N/A
1.51	1.75	$841	$1,499	N/A
1.76	2.00	$929	$1,599	$2,601
2.01	2.25	$1,018	$1,687	$2,687
2.26	2.50	$1,106	$1,775	$2,782
2.51	2.75	$1,194	$1,864	$2,884
2.76	3.00	$1,282	$1,952	$2,987

2025 SCENARIO UPDATE

RECOMMENDED RATES: CLINTON

Lot Size in Acres		Reflects Increases in Assessments								
		1-inch connection			2-inch connection			3-inch connection		
From	To	Existing Fee	Proposed Fee	% Change	Existing Fee	Proposed Fee	% Change	Existing Fee	Proposed Fee	% Change
0	0.33	$316	$316	0%	N/A	N/A	N/A	N/A	N/A	N/A
0.34	0.50	$346	$364	5%	N/A	N/A	N/A	N/A	N/A	N/A
0.51	0.75	$405	$446	10%	N/A	N/A	N/A	N/A	N/A	N/A
0.76	1.00	$450	$495	10%	$1,226	$1,226	0%	N/A	N/A	N/A
1.01	1.25	$495	$544	10%	$1,314	$1,314	0%	N/A	N/A	N/A
1.26	1.50	$753	$753	0%	$1,396	$1,396	0%	N/A	N/A	N/A
1.51	1.75	$841	$841	0%	$1,499	$1,499	0%	N/A	N/A	N/A
1.76	2.00	$929	$929	0%	$1,599	$1,599	0%	$2,576	$2,576	0%
2.01	2.25	$1,018	$1,018	0%	$1,687	$1,687	0%	$2,679	$2,679	0%
2.26	2.50	$1,106	$1,106	0%	$1,775	$1,775	0%	$2,782	$2,782	0%
2.51	2.75	$1,194	$1,194	0%	$1,864	$1,864	0%	$2,884	$2,884	0%
2.76	3.00	$1,282	$1,282	0%	$1,952	$1,952	0%	$2,987	$2,987	0%

CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

MEETING DATE:	August 26, 2025
CONSENT AGENDA	N/A
BUSINESS AGENDA	**2 – C**
PETITIONER(S):	City Recorder Lisa Titensor
TYPE OF VOTE:	**ROLL CALL**
SUBJECT:	2025 Clinton City Primary Election Canvass

<u>RECOMMENDATION:</u> That the Clinton City Council convene as the Clinton City Election Board of Canvassers to certify the results of the Clinton City 2025 Municipal Primary Election based on the information provided by the Davis County Clerk/Auditor.

<u>Proposed Motion</u>*: *I move that the Clinton City Council, acting as the Board of Canvassers, certify the results of the August 12, 2025 Clinton City Municipal Primary Election as provided by the Davis County Clerk/Auditor, and declare the following candidates nominated to appear on the November 4, 2025 General Election ballot: Adam B Larsen, Chris Danson, Jennifer Steele Christensen & Zackery M Hatch

<u>SUMMARY:</u> Clinton City entered an interlocal agreement with Davis County for the administration of the 2025 municipal elections. Under this agreement, the Davis County Clerk/Auditor served as the Election Officer and oversaw most aspects of the primary election, including ballot distribution, tabulation, and reporting of results.

Per Utah Code §20A-4-301, the governing body of a municipality acts as the Board of Canvassers and is required to certify the official results of the election no sooner than 7 days and no later than 14 days after Election Day.

The Davis County Clerk/Auditor has transmitted the official canvass results for Clinton City's August 12, 2025 Primary Election. The results include the number of ballots cast, voter turnout, and the total votes for each candidate. The canvass determines which candidates advance to the November 4, 2025 General Election.

Total ballots cast: ___________[Insert total] ***** Final Numbers TBD by Davis County and provided at the meeting.**

Voter turnout percentage: ____________[Insert %]

***Jennifer Steele Christensen**	_______	**Cameron M Frick**	_______
Robert Lee Eberhard	_______	**Gary Lee Tyler**	_______
Shelby Montgomery	_______	***Zackery M Hatch**	_______
***Adam B Larsen**	_______	***Chris Danson**	_______

<u>ATTACHMENTS:</u> Resolution 09-25

RESOLUTION NO. 9-25

A RESOLUTION OF THE CLINTON CITY COUNCIL ACTING AS THE BOARD OF CANVASSERS CERTIFYING THE RESULTS OF THE AUGUST 12, 2025 MUNICIPAL PRIMARY ELECTION

WHEREAS

1. Clinton City contracted with Davis County to administer the 2025 Municipal Elections.

2. The Davis County Clerk/Auditor has provided the official canvass results of the Clinton City Municipal Primary Election held August 12, 2025.

3. Utah Code §20A-4-301 requires the Clinton City Council, acting as the Board of Canvassers, to certify the official results.

NOW, THEREFORE, BE IT RESOLVED

1. The official results of the August 12, 2025 Clinton City Municipal Primary Election are hereby certified as contained in the report provided by the Davis County Clerk/Auditor, attached hereto as Exhibit A.

2. The following candidates are declared nominated to appear on the November 4, 2025 Clinton City Municipal General Election ballot:

Jennifer Steele Christensen
Adam B Larsen
Zackery M Hatch
Chris Danson

PASSED AND ADOPTED by the Clinton City Council this 26th day of August, 2025.

Attest:

______________________________ ______________________________

Mayor Brandon Stanger **Lisa Titensor, City Recorder**