

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY SESSION
July 22, 2025

City Building
55 South State Street
Clearfield City, Utah

PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Nike Peterson (via Teams Meeting), Councilmember Tim Roper, Councilmember Karece Thompson, Councilmember Megan Ratchford (via Teams Meeting), Councilmember Dakota Wurth

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

VISITORS: Shyanne Durrant, Sheridan Durrant, Barbara Bloomfield, Daniel Bloomfield, Jesse Bunck, Nicholas Bunck, Lori Joann Owen-Bunck, William Meyer, Aryah Bunck, Dominic Bunck, Emily Hunt, Clyde Bunck, Jeremiah Ebersole, Anita Martinez, Danielle King, Gloria White, Tony De Mille, Suzie Petheram – FFKR Architects

Mayor Shepherd called the meeting to order at 7:05 p.m.

Councilmember Roper led the opening ceremonies.

APPROVAL OF MINUTES

May 27, 2025 – work session	June 24, 2025 – policy session
May 27, 2025 – closed session	July 8, 2025 – work session
June 10, 2025 – work session	July 8, 2025 – policy session
June 24, 2025 – work session	

Councilmember Thompson moved to approve the May 27, 2025 work session with the correction to Councilmember Wurth's name, May 27, 2025 closed session, June 10, 2025 work session, June 24, 2025 work session, June 24, 2025 policy session, July 8, 2025 work session, July 8, 2025 policy session, seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth

NO: None

PUBLIC RECOGNITION OF HEROIC ACTIONS OF CLEARFIELD RESIDENTS

Mayor Shepherd shared the heroic actions taken by William Meyer and Lori Jo Owen-Bunck to aid a fellow resident. Anita Martinez nominated the individuals for this recognition to express her gratitude to them.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE ADOPTION OF AN UPDATE TO THE CLEARFIELD CITY GENERAL PLAN

Tyson Stoddard, Planner, and Suzie Petheram, FFKR Architects, reviewed the process involved to update the City's General Plan, outlined the Plan's structure, and reviewed key points of how the plan could be utilized.

Mayor Shepherd opened the hearing for public comment at 7:33 p.m.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:34 p.m., seconded by Councilmember Peterson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth

NO: None

OPEN COMMENT PERIOD

Gloria White, Clearfield resident, attended the Council meeting to express her concerns about the use of water. She mentioned that on 1000 East there was a sign which indicated a weight limit to vehicles of 16,000 pounds, yet there were 18-wheeler trucks that she thought weighed more than that using the road, which she attributed to the constant need for road repairs. She requested that the City install weight limit signs at both ends of 1000 East to deter truckers from using the street. Additionally, she spoke on the daily use of sprinklers at her apartment building. She commented on water pipes that needed to be fixed by the developer at Clearfield Station.

APPROVAL OF A PROCLAMATION DECLARING THE MONTH OF JULY DISABILITY PRIDE MONTH

Councilmember Wurth explained that the request for the proclamation for Disability Pride Month was submitted by Shyanne Durrant. He spoke of being inspired by Ms. Durrant's attendance and participation at many City events. Councilmember Wurth read the proclamation.

Shyanne Durrant, explained that Disability Pride Month was a nationally celebrated event which attempted to shift the narrative from one of limitations to one of pride, resilience and contribution.

Mayor Shepherd explained the meaning behind the colors on the Disability Pride flag.

Councilmember Wurth moved to approve a proclamation declaring the month of July Disability Pride Month, and authorize the mayor's signature to any necessary document, seconded by Councilmember Roper.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth

NO: None

APPROVAL OF ORDINANCE 2025-17 ADOPTING THE 2025 UPDATED CLEARFIELD CITY GENERAL PLAN

Councilmember Thompson verified that the deadline to integrate the water element into the General Plan Document was December 31, 2025 and pointed out that the Council would need to approve an amendment at that time. Mr. Stoddard confirmed the deadline to adopt the water element was December 31, 2025. He said it would go before the Planning Commission and the City Council for approval.

Councilmember Peterson expressed her appreciation to Mr. Stoddard and Ms. Petheram for their work on the document and offered a suggestion for consistency on page 32 where there was a list of items of things to consider. She recommended that verbiage be changed from “prioritized” to “consider” item CC6 which talked about establishing digital walking tours to make things more consistent on the page.

After the motion was put forward and when he expressed his vote, Councilmember Thompson explained that he wanted to see the water portion of the General Plan prior to approving the document, so he abstained from the vote.

Councilmember Peterson moved to approve Ordinance 2025-17 adopting the 2025 updated Clearfield City General Plan with the altered wording as discussed and authorize the mayor's signature to any necessary documents, seconded by Councilmember Wurth.

RESULT: Passed [4 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Ratchford, Councilmember Wurth

NO: None

ABSTAIN: Councilmember Thompson

APPROVAL OF RESOLUTION 2025R-10 SUPPORTING AMERICA250 UTAH AND RECOGNIZING AND APPROVING OF THE CLEARFIELD CITY UTAH250 COMMUNITY COMMITTEE

Mayor Shepherd read the resolution supporting America250 Utah and approving a Clearfield City Utah250 Community Committee.

Councilmember Wurth moved to approve Resolution 2025R-10 supporting America250 Utah and recognizing and approving the Clearfield City Utah250 Community Committee and authorize the mayor's signature to any necessary documents, seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth

NO: None

COMMUNICATION ITEMS

MAYOR'S REPORT

Mayor Mark Shepherd

- He had attended the National League of Cities Leadership meeting and learned some great things.
- Hill AFB held the Community Liaison Luncheon which was a follow up to Project One explaining the efforts of the Base. They wanted to provide opportunities for their airmen to volunteer – creating portal to inform them of opportunities.

CITY COUNCIL'S REPORTS

Councilmember Peterson

- Nothing to report.

Councilmember Thompson

- Nothing to report.

Councilmember Ratchford

- She reported that North Davis Fire District announced its Open House on September 30, 2025 for Fire Station 41 and October 1, 2025 for Station 42.
- She said that she had participated in an event by Blue Star Families which brought awareness to military spouses or individuals that need assistance.

Councilmember Wurth

- Nothing to report.

Councilmember Roper

- Nothing to report.

CITY MANAGER'S REPORT

JJ Allen, City Manager

- He gave kudos to Tyson Stoddard, Susie Petheram, Stacy Millgate, Spencer Brimley, and Brad McIlrath for their years' worth of work on the General Plan.

- He made City Council aware of the upcoming domain transition to .gov.
- He announced that City Hall would be closed on Thursday, July 25, 2025 for the Pioneer Day Holiday.
- Reminded the Council of the Work Retreat scheduled for Friday, August 1, 2025.

STAFF REPORTS

Nancy Dean, City Recorder

- August 1, 2025 – Retreat
- August 5, 2025 – work session
- August 12, 2025 – no Council meeting – Primary Election – announced that people could gather at the City building to see the results.
- August 19, 2025 – no meeting
- August 26, 2025 – Truth in Taxation, Budget adoption

Councilmember Wurth moved to adjourn at 8:05 p.m., seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Roper, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth

NO: None

APPROVED AND ADOPTED
This 26th day of August 2025

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, July 22, 2025.

/s/ Nancy R. Dean, City Recorder