

CLINTON CITY COUNCIL WORK SESSION MEETING MINUTES

Date: September 9, 2025

Time: 6:35 PM

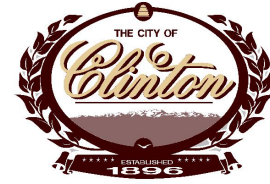
Location: 2267 N 1500 W, Clinton, UT 84015

Mayor: Brandon Stanger

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

Staff: City Manager Trevor Cahoon, Police Chief Shawn Stoker, Public Works Director David Williams,
Fire Chief Jason Poulsen, Recreation Director Brooke Mitchell, Parks Supervisor Zac Martinez,
Engineer Bryce Wilcox

Attendees: Terry Tremea, Adam & Deanna Larsen



CALL TO ORDER

Mayor Stanger called the meeting to order at 6:36 PM.

ROLL CALL

Mayor Stanger, Councilmembers Arave, Dougherty, Gray, Searle, and Tyler were all present.

WORK SESSION

a. RAP TAX PRIORITY DISCUSSION

The Council reviewed recommendations from the RAP Tax Committee from their presentation at the August 26, 2025 City Council meeting and discussed potential uses of RAP tax funds. Key points included:

- Parking expansion at the Civic Center to alleviate congestion during events.
- Potential development at Meadows Park and Pond Park, including irrigation, pickleball courts, and pump/jump bike tracks.
- Consideration of a dog park, with possible sites at Kestrel or Shoestring.
- Discussion of restroom improvements and year-round access at heavily used parks.
- Debate on prioritizing large projects (such as turf fields and pump tracks) versus smaller visible improvements (benches, shades, doggy stations, and cameras).

The Council expressed the importance of balancing high-visibility projects funded by RAP tax with impact fee funding for larger capital improvements.

A breakdown of potential projects and cost estimates is included as Attachment A.

b. 2026 HERITAGE DAYS WORK SESSION

Recreation Director Brooke Mitchell provided the following information in her staff report:

RECOMMENDATION:

Clinton City Council Work Session Minutes September 9, 2025

1. The council change the name of the Clinton City summer celebration from Heritage Days to Clinton Days to better represent the type of celebration it is and unify the Clinton residents.
2. The council support the city employee's recommendations to change the event schedule for Heritage Days/Clinton Days to help keep our residents, families, police officers, fire department members, city employees, entertainers, vendors and council members safe while at the event.

SUMMARY:

For many years, our city employees have observed a recurring issue during the Heritage Days celebration, particularly around 6:00 p.m. on Saturday evening. Currently, a large influx of teenagers arrives at the park. Unfortunately, a portion of this group does not come to participate in the celebration, but to fight and damage park facilities.

These teenagers mix in with families and community members who are at the park listening to the entertainment, enjoying the activities, visiting the vendors or simply sitting on the grass waiting to enjoy the firework show. Over the years, their actions have escalated and included carrying weapons, vandalizing city property, fighting, assaulting police officers, firefighters, and other employees, as well as launching fireworks into crowds, placing residents, employees and council members at risk.

From both personal interactions and police interviews with these individuals, many of these teenagers attend events across different cities with the sole purpose of fighting. As the summer progresses, the number and intensity of these incidents typically increase. A few years ago, we moved our celebration to the beginning of summer to curb this problem, which helped, but did not fully resolve the problem.

This year, Roy City attempted a different approach by ending its celebration and clearing their park at 6:00 p.m. before the fireworks went off later that evening. While they succeeded in clearing the park, the teenagers relocated to a nearby park and started fighting there. This highlights the challenge we face in maintaining a safe and enjoyable environment for our residents. Closing the park early is not a feasible option for our city because unlike Roy City our celebration is held at the same park where the fireworks are shot off and viewed from. If we were to end the entertainment and vending early the vendors and entertainers would be trying to clean up and leave the park and at the same time residents would be coming to the park to watch the fireworks causing unsafe conditions for our vendors, residents and employees.

To address this ongoing concern, we propose we adjust our summer celebration schedule by separating the fireworks from the rest of the activities and create a seating and standing only area for viewing the fireworks. This shift may help reduce or even eliminate the unsafe conditions we have experienced for years. We have consulted with the city attorney regarding the enforcement of designated seating and standing areas for the fireworks. They confirmed that, if we provide proper notice, we can legally enforce these areas.

Our goal is to ensure that the summer celebration remains a safe and enjoyable celebration for all families and community members. We believe this proposed change is an important step toward curbing or eliminating the safety concerns we have faced in the past.

The Council discussed planning for the 2026 Heritage Days celebration. Topics included event layout, parking, and amenities to accommodate growing attendance. Councilmembers emphasized early coordination with staff and volunteers.

A DRAFT schedule for the 2026 Heritage Days Celebration is included as Attachment B.

c. COMMUNICATIONS DISCUSSION

City Manager Cahoon provided the following information in the staff report for this discussion:

RECOMMENDATION

Begin a discussion on communication expectations and limitations that we possess as a city and start understanding where we would like to see some progress being made in our outreach efforts.

SUMMARY

The City has been working to diversify communication methods to better share information and encourage community engagement. We have experimented with newsletters, email and text alerts, social media platforms, podcasts, and short videos. These efforts demonstrate recognition that residents receive information in many ways and expect timely, transparent updates from their local government.

Despite this progress, the City's overall communication efforts have been haphazard and lack coordination. Currently, communication responsibilities are spread across multiple departments and staff members without centralized oversight or a clear strategy. This "shotgun approach" has produced some successes, but it has also led to inconsistency in tone, branding, frequency, and effectiveness.

- **City Recorder's Office:** Oversees the newsletter, website, and Facebook page, and has responsibility for required noticing. Recently it was discovered that the email and text system had not been fully utilized, which is now being corrected.
- **Recreation Department:** Manages its own social media channels and email system, in addition to supporting the Recorder's office.
- **Police and Fire:** Operate separate Facebook pages focused on department-specific news and alerts.
- **Intern Support:** Helped pilot more modern formats (videos, podcasts) that added value to engagement. However, the intern's time has now ended, and there is no dedicated staff capacity to continue those efforts.
- **Elected Officials:** Both City Council members and the Mayor frequently share updates and information through their individual or official channels. This outreach is valuable and helps build direct connections with residents, but it also does not follow a unified strategy. As a result, messaging may at times be inconsistent with broader city communication or lack coordination with staff-driven efforts.

In addition, not all departments are trained on how to be effective communicators. Staff often do their best within their areas of responsibility, but without clear guidelines, training, or support, messaging can miss the mark or fail to reach the intended audience. This lack of structure also impacts the City Council, who rely on staff-prepared messaging and tools to connect with the community.

KEY ISSUES

- Decentralized communication responsibilities across multiple departments.
- Limited training in effective communication practices.
- Underutilization of existing tools (email, text, website).
- No clear accountability for communication strategy or standards.
- Loss of intern support, which had temporarily boosted outreach capacity.
- Uncoordinated messaging across both staff and elected official channels.

NEXT STEPS / DISCUSSION POINTS

Staff recommends the Council begin discussing how the City can bring more structure, consistency, and intentionality to its communications. Key questions include:

Clinton City Council Work Session Minutes September 9, 2025

- Should the City designate a lead role or centralized responsibility for communication strategy?
- What expectations should be set for departments, staff, and elected officials when it comes to messaging, tone, and branding?
- How can we provide training and tools to ensure staff and Council are prepared to communicate effectively?
- What are our top priorities for communication (timeliness, consistency, transparency, engagement, etc.)?
- How can we make better use of platforms we already pay for (email, text, website) to maximize value?

By establishing clear expectations and building capacity, the City can move away from a piecemeal, shotgun approach toward a unified, strategic communication framework. This will not only help staff and departments but also strengthen the ability of the City Council and Mayor to connect with residents in a coordinated, effective way that builds trust and confidence in local government.

The Council discussed strategies for improving communication with residents, including potential use of digital platforms, public notices, and outreach during community events.

They also discussed the possibility of hiring a part-time communications person.

ADJOURNMENT

Councilmember Searle moved to adjourn. Councilmember Gray seconded the motion. All voted in favor. The meeting was adjourned at approximately 6:30 PM.

*Reviewed and Approved by the Clinton City Council
this 23rd of September 2025*

*/s/ Lisa Titensor
Clinton City Recorder*

ATTACHMENT A

Clinton Parks - Cost Estimate by Phase

11/23/2024

Prepared by: Seth Vance, Landscape Architect - Lead

J-U-B Engineers, Inc.

MEADOWS PARK		
Phase	Total by Phase	Phase Description
1	\$ 1,890,000.00	Large grass playfield (grading, sod, irrigation)
2	\$ 610,000.00	South parking lot, south trail section by parking, south landscape adjacent to parking
3	\$ 910,000.00	North parking lot, north trail section by parking & tying into existing trail, restroom, north landscape
0	\$ 3,410,000.00	
POND PARK		
Phase	Total by Phase	Phase Description
1	\$ 2,430,000.00	Parking, Playground, Large Pavilion, 1 Picnic Shelter, Restroom, Large berm, Asphalt perimeter trail, Site furnishings, landscape
2	\$ 790,000.00	Asphalt bike jump line, landscape
3	\$ 880,000.00	Asphalt pumptrack/deck, 1 picnic shelter, landscape
4	\$ 440,000.00	Pickleball courts, additional parking, landscape
0	\$ 4,540,000.00	
LAND X		
Phase	Total by Phase	Phase Description
1	\$ 2,020,000.00	South parking, Playground, Ninja course, Restroom, Landscape
2	\$ 1,360,000.00	North parking, Pavilion, Pickleball, 9-square, Stream area, Landscape
3	\$ 970,000.00	West parking, concrete sidewalk, landscape for fields
0	\$ 4,350,000.00	
CIVIC CENTER		
Phase	Total by Phase	Phase Description
1	\$ 250,000.00	Parking near Family Camp Pavilion
2	\$ 1,490,000.00	New skatepark where basketball court is
3	\$ 2,640,000.00	City plaza/gathering area
4	\$ 1,050,000.00	Grass playfields
5	\$7,000,000 - \$12,000,000	Recreation Building Expansion (Indoor Basketball Courts, Office, etc...)
High End Total	\$ 17,430,000.00	
SHOESTRING PARK		
Phase	Total by Phase	Phase Description
1	\$ 510,000.00	Parking lot, dog park with small & large dogs, pavilion, sidewalks, landscape
0	\$ 510,000.00	

Clinton City Council Work Session Minutes September 9, 2025

1	Concrete flatwork	LS	1	\$225,000.00	\$ 225,000.00
1	Utility connections for Restroom & pavilion	LS	1	\$30,000.00	\$ 30,000.00
1	Restroom	LS	1	\$175,000.00	\$ 175,000.00
1	Asphalt Maintenance road (10' wide)	SF	8100	\$3.50	\$ 28,400.00
1	Landscape - sod, rock mulch & shrubs	SF	50200	\$4.00	\$ 200,800.00
1	Trees by phase	EA	45	\$550.00	\$ 24,800.00
1	Various amenities (benches, tables, hammock area, boulder retaining, etc.)	LS	1	\$92,000.00	\$ 92,000.00
1	bonds, contingency, etc.)	%			\$ 628,950.00
2	Bike Jump Line	LS	1	\$350,000.00	\$ 350,000.00
2	Landscape - rock mulch & native grass/shrubs, a bit of sod	SF	70000	\$3.00	\$ 210,000.00
2	Trees by phase	EA	35	\$550.00	\$ 19,300.00
2	bonds, contingency, etc.)	%			\$ 202,755.00
3	Pump Track and deck	LS	1	\$625,000.00	\$ 625,000.00
3	Picnic Shelter 12x12	EA	1	\$22,000.00	\$ 22,000.00
3	bonds, contingency, etc.)	%			\$ 226,450.00
4	Pickleball court	EA	4	\$60,000.00	\$ 240,000.00
4	Extension of parking stalls off of roadway	SF	3600	\$9.00	\$ 32,400.00
4	Landscape - rock mulch & shrubs	SF	11500	\$3.50	\$ 40,250.00
4	Trees by phase	EA	15	\$550.00	\$ 8,250.00
4	bonds, contingency, etc.)	%			\$ 112,315.00
4	Overall property (±4.89 acres)	SF	213,008	\$21.20	\$ 4,515,800.00

LAND X

Phase	Total by Phase	Ph.	Description	Unit Type	Qty	Unit Cost	Est. Total Cost
1	\$ 2,020,000.00	1	Demo	SF	91,041	\$0.40	\$ 36,500.00
2	\$ 1,360,000.00	1	Grading/earthwork	LS	1	\$30,000.00	\$ 30,000.00
3	\$ 970,000.00	1	South parking lot	SF	16,660	\$7.40	\$ 123,300.00
4	\$ -	1	Concrete flatwork	SF	8,000	\$12.00	\$ 96,000.00

1	Concrete flatwork	LS	1	\$225,000.00	\$ 225,000.00
1	Utility connections for Restroom & pavilion	LS	1	\$30,000.00	\$ 30,000.00
1	Restroom	LS	1	\$175,000.00	\$ 175,000.00
1	Asphalt Maintenance road (10' wide)	SF	8100	\$3.50	\$ 28,400.00
1	Landscape - sod, rock mulch & shrubs	SF	50200	\$4.00	\$ 200,800.00
1	Trees by phase	EA	45	\$550.00	\$ 24,800.00
1	Various amenities (benches, tables, hammock area, boulder retaining, etc.)	LS	1	\$92,000.00	\$ 92,000.00
1	bonds, contingency, etc.)	%			\$ 628,950.00
2	Bike Jump Line	LS	1	\$350,000.00	\$ 350,000.00
2	Landscape - rock mulch & native grass/shrubs, a bit of sod	SF	70000	\$3.00	\$ 210,000.00
2	Trees by phase	EA	35	\$550.00	\$ 19,300.00
2	bonds, contingency, etc.)	%			\$ 202,755.00
3	Pump Track and deck	LS	1	\$625,000.00	\$ 625,000.00
3	Picnic Shelter 12x12	EA	1	\$22,000.00	\$ 22,000.00
3	bonds, contingency, etc.)	%			\$ 226,450.00
4	Pickleball court	EA	4	\$60,000.00	\$ 240,000.00
4	Extension of parking stalls off of roadway	SF	3600	\$9.00	\$ 32,400.00
4	Landscape - rock mulch & shrubs	SF	11500	\$3.50	\$ 40,250.00
4	Trees by phase	EA	15	\$550.00	\$ 8,250.00
4	bonds, contingency, etc.)	%			\$ 112,315.00
4	Overall property (±4.89 acres)	SF	213,008	\$21.20	\$ 4,515,800.00

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2	\$ 1,360,000.00	1	Grading/earthwork	LS	1	\$30,000.00	\$ 30,000.00
3	\$ 970,000.00	1	South parking lot	SF	16,660	\$7.40	\$ 123,300.00
4	\$ -	1	Concrete flatwork	SF	8,000	\$12.00	\$ 96,000.00

Clinton City Council Work Session Minutes September 9, 2025

5	\$	-	1	Playground	LS	1	\$560,000.00	\$ 560,000.00
		\$ 4,350,000.00	1	Ninja Course	LS	1	\$150,000.00	\$ 150,000.00
			1	Restroom & utility connections	LS	1	\$70,000.00	\$ 70,000.00
			1	Landscape - rock & shrubs	SF	10952	\$4.00	\$ 43,900.00
			1	Trees (single phase)	EA	54	\$550.00	\$ 29,700.00
			1	(benches, tables, hammock area, gazebo, gaga ball, foot bridge, etc)	LS	1	\$350,000.00	\$ 350,000.00
			1	bonds, contingency, etc.)	%			\$ 521,290.00
			2	Demo	SF	92931	\$0.40	\$ 37,200.00
			2	Concrete flatwork	SF	6000	\$12.00	\$ 72,000.00
			2	Pavilion	LS	1	\$400,000.00	\$ 400,000.00
			2	North Parking Lot	SF	16,290	\$7.40	\$ 120,600.00
			2	Pickleball court	LS	3	\$65,000.00	\$ 195,000.00
			2	Stream area	LS	1	\$80,000.00	\$ 80,000.00
			2	9-Square	LS	1	\$25,480.00	\$ 25,500.00
			2	Landscape - rock & shrubs	SF	10952	\$4.00	\$ 43,900.00
			2	Trees (single phase)	EA	54	\$550.00	\$ 29,700.00
			2	bonds, contingency, etc.)	%			\$ 351,365.00
			3	Demo	SF	162327	\$0.40	\$ 65,000.00
			3	West Parking	SF	11750	\$7.40	\$ 87,000.00
			3	Concrete flatwork	SF	8,000	\$12.00	\$ 96,000.00
			3	Basin soccer fields (lawn & sprinklers)	SF	133680	\$3.50	\$ 468,600.00
			3	bonds, contingency, etc.)	%			\$ 250,810.00
			3	Overall property (±7.95 acres)	SF	346,302	\$12.50	\$ 4,328,800.00

CIVIC CENTER

Phase	Total by Phase	Ph.	Description	Unit Type	Qty	Unit Cost	Est. Total Cost
1	\$ 250,000.00	1	Family camp Parking	SF	25000	\$7.40	\$185,000.00
			bonds, contingency, etc.)	%			\$ 64,750.00
2	\$ 1,490,000.00	1					
3	\$ 2,640,000.00	2	New skate park	LS	20000	\$55.00	\$1,100,000.00
			bonds, contingency, etc.)	%			\$ 385,000.00
4	\$ 1,050,000.00	2					
5	\$ 7,700,000.00	3	City Plaza	SF	23000	\$85.00	\$1,955,000.00

\$ 13,130,000.00	3	bonds, contingency, etc.)	%				\$ 684,250.00
	4	Parking	SF	56354	\$7.40	\$417,100.00	
	4	Irrigation	SF	119063	\$3.00	\$357,200.00	
	4	bonds, contingency, etc.)	%				\$ 271,005.00
	5	Fieldhouse Building (Track + Basketball Courts)	SF	20,000	\$240.00	\$4,800,000.00	
	5	Office, restroom, classroom, etc... (optional)	SF	2,500	\$360.00	\$900,000.00	
	5	bonds, contingency, etc.)	%				\$ 1,995,000.00

SHOESTRING PARK

Phase	Total by Phase	Ph.	Description	Unit Type	Qty	Unit Cost	Est. Total Cost
1	\$ 510,000.00	1	Access to D&RG Trail	LS	1	\$5,000.00	\$5,000.00
2	\$ -	1	Fenced Dog areas, with topdress material (large & Small dog area)	LS	1	\$115,000.00	\$115,000.00
3	\$ -	1	Site furnishing/dog amenities	LS	1	\$15,000.00	\$15,000.00
4	\$ -	1	Concrete flatwork	SF	2,500	\$12.00	\$30,000.00
5	\$ -	1	9x18 Pavilion/shelter	LS	2	\$20,000.00	\$40,000.00
\$ 510,000.00		1	Landscape	SF	40,000	\$3.50	\$140,000.00
		1	Parking lot	SF	4,175	\$7.40	\$30,900.00
		1	bonds, contingency, etc.)	%			\$ 131,565.00
		1	Overall property	SF	57,546	\$8.68	\$ 499,500.00

Powerline Park

Phase	Total by Phase	Ph.	Description	Unit Type	Qty	Unit Cost	Est. Total Cost
1	\$ 810,000.00	1	Parking lot	SF	71,300	\$7.40	\$527,700.00
2	\$ -	1	Fencing	LF	150	\$40.00	\$6,000.00
3	\$ -	1	Sidewalk	LF	480	\$45.00	\$21,600.00
4	\$ -	1	Trail	LF	130	\$60.00	\$7,800.00
5	\$ -	1	Landscaping	SF	4,000	\$4.00	\$16,000.00
\$ 810,000.00		1	Gate	EA	1	\$15,000.00	\$15,000.00
		1	bonds, contingency, etc.)	%			\$207,935.00

ATTACHMENT B

2 0 2 6
Clinton Days
J u n e 8 - J u n e 1 3

Monday, June 8

4 PM: Golf Tournament
6 PM: 3.0 Pickleball Tournament

Tuesday, June 9

11 AM - 8 PM: Art Night
6 PM: 3.5 Pickleball Tournament

Wednesday, June 10

6:30 PM - 8:30 PM: Community Swim Night

Thursday, June 11

5 PM - 8 PM: Car Show
5:30 PM - 7:30 PM: Band
6 PM: Community BBQ
5 PM - 9 PM: Fun Zone Inflatables
5 PM - 9 PM: Foam Extravaganza
5 PM - 9 PM: RGR Royal Gaming Rig
5 PM - 9 PM: The Photo Booth Bus

Friday, June 12

4:30 PM - 9:00 PM: Basic & Food Vendors
4:30 PM - 6:00 PM: Entertainment on Stage
5 PM - 9 PM: Fun Zone Inflatables
5 PM - 9 PM: Foam Extravaganza
5 PM - 9 PM: The Photo Booth Bus
5 PM - 9 PM: RGR Royal Gaming Rig
5 PM - 9 PM: Kids Carnival Games
7 PM - 9 PM: Concert in the Park featuring "Some Great Band"
9 PM: Movie in the Park

Saturday, June 13

7 AM: 5K & 2 Mile Walk
8 AM: Kids' Dash
9:45 AM: Bike Parade
10 AM: Parade
9:45 PM: Fireworks or Drone Show



*Subject to Change