



CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
October 28, 2025 - POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY MEETING

CALL TO ORDER:

Mayor Mark Shepherd

OPENING CEREMONY:

Pledge of Allegiance

Solemn Moment of Reflection

Council Member Ratchford

APPROVAL OF MINUTES:

October 7, 2025 – work meeting

October 14, 2025 – work meeting

October 14, 2025 – policy meeting

PRESENTATIONS:

1. **RECOGNITION OF RETIRING FIREFIGHTERS BATTALION CHIEF MARK WEEKES AND DAREN COLEMAN**
2. **PRESENT WINNERS OF THE 2025 YARD OF THE YEAR CONTEST**

BACKGROUND: The Parks & Recreation Commission has selected the winners of the annual “Yard of the Year” contest and staff and Council are pleased to recognize these residents for their efforts in doing their part to beautify the community:

- First Place Winner: Merlyn & Paul Meyer
- Runners Up: Bob & LaRue Hawthorne, Boyd & Joni Phillips

SCHEDULED ITEMS:

3. **OPEN COMMENT PERIOD**

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic relevant to city business. To be considerate of

everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

4. UPDATE ON THE FISCAL YEAR 2026 FIRST QUARTER FINANCIAL STATUS

COMMUNICATION ITEMS:

- A. Mayor's Report
- B. City Council's Reports
- C. City Manager's Report
- D. Staff Reports

****ADJOURN AS THE CITY COUNCIL****

Posted on October 23, 2025.

/s/Chersty Titensor, Deputy City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 801-525-2714, giving her 48-hour notice.

The complete public notice is posted on the Utah Public Notice Website - www.utah.gov/pmn/, the Clearfield City Website - clearfield.city, and at Clearfield City Hall, 55 South State Street, Clearfield, UT 84015. To request a copy of the public notice or for additional inquiries please contact Nancy Dean at Clearfield City, Nancy.dean@clearfieldcity.org & 801-525-2700.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM WORK MEETING
October 07, 2025

City Building
55 South State Street
Clearfield City, Utah

These meeting minutes were created with the aid of an AI-powered transcription and summarization tool – Otter.ai and ChatGPT. The output was used as a draft and was subject to human review, editing, and fact-checking to ensure accuracy and compliance with city standards before publication. The City Clerk is responsible for the final content of these minutes.

PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Karece Thompson, Councilmember Nike Peterson, Councilmember Tim Roper, Councilmember Dakota Wurth

ABSENT: Councilmember Megan Ratchford

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Community Services Director Eric Howes, Police Chief Kelly Bennett, Public Works Director Adam Favero, Finance Manager Rich Knapp, Community Development Director Stacy Millgate, Planner Tyson Stoddard, Community Relations Director Shaundra Rushton, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: Steve Hiatt – The Hiatt Group, Jenna Nelson, Danielle King, Brandon Ames – Destination Homes, Shaun Athey – Destination Homes

Mayor Shepherd called the meeting to order at 6:03 p.m.

DISCUSSION WITH STEVE HIATT ON COUNCIL STRATEGIES AND PRIORITIES

Government Affairs Consultant Steve Hiatt provided an update on the Clearfield Job Corps site and discussed potential city actions if the federal government were to defund the Job Corps program. Mr. Hiatt explained that the site encompassed approximately 70.5 acres with twelve buildings totaling about 938,000 square feet.

Councilmember Thompson joined the meeting at 6:06 p.m.

He outlined that, under current law, if the property were declared surplus, it would first be screened for other federal uses, then for homeless assistance or other public benefit conveyances, before possibly being sold publicly. He noted that in some cases, cities had been able to secure preferential acquisition rights. Mr. Hiatt had spoken with Congressman Blake Moore and his state director, who supported maintaining the current program but were open to helping Clearfield establish an early “right of refusal” position.

Mayor Shepherd acknowledged the importance of being prepared if defunding occurred, he

cited reduced program participation but also emphasized the city's ongoing support of Job Corps. The mayor and councilmembers discussed engaging Senator Curtis for legislative support, given Congressman Moore's conflict in advocating for continued funding. Councilmember Peterson suggested proactive and transparent communication with Job Corps leadership to maintain trust, while still planning for contingencies. The Council appeared to agree on the importance of early strategic planning, potential legislative preparation, and developing a conceptual master plan for possible future use of the property. Mayor Shepherd mentioned he would initiate a conversation with the Job Corps Director about the city's contingency planning.

DISCUSSION OF AN AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR WILCOX FARMS SUBDIVISION LOCATED AT APPROXIMATELY 1550 SOUTH 1000 WEST

City Planner Tyson Stoddard presented a proposed amendment from Destination Homes to modify the Wilcox Farms Development Agreement. The original agreement covered 101 small-lot single-family homes, with 18 completed and 80 remaining across two phases. The amendment sought to (1) update the architectural renderings and replace the "Homes Fronting 1000 West" image with a "Streetscape Example," (2) replace the existing "Typical Architecture" image with new 3D renderings of intended home plans, and (3) remove the maximum seven-foot rear setback to allow greater placement flexibility. The Planning Commission had voted 5-2 to recommend approval with modifications, noting that the changes could help resume stalled construction and integrate new home designs. Dissenting commissioners expressed concern about reduced color variety and repeated developer amendment requests.

Representing Destination Homes, Brandon Ames explained that the project had struggled due to market changes and high interest rates. He stated that while the company had explored switching to townhomes, they ultimately proposed updated single-family designs to preserve the project's intent. He also announced that the Larry H. Miller Company intended to make a community donation toward city public art or celebrations, aligning with Gail Miller's philanthropic vision.

Mayor Shepherd emphasized the city's desire for a balanced partnership, noting the original goal was to create a distinctive, vibrant community rather than generic townhome developments. He expressed appreciation for the Miller family's continued engagement and for Destination Homes' willingness to collaborate but reiterated that the project's design unity was crucial to maintaining the community's identity.

Councilmember Wurth expressed disappointment that profitability concerns were driving design changes, noting that the revised architecture lacked the unique character originally envisioned. He questioned how confident the developer was that the new designs would sell better and asked for details on size and pricing. The developer and staff confirmed that the new homes would be roughly 2,200-2,500 square feet, priced around \$450,000-\$470,000.

Councilmembers Wurth and Peterson raised concerns about muted color schemes and loss of architectural vibrancy, advocating for warmer tones and stylistic consistency with existing homes. Councilmember Peterson recommended eliminating or revising the Scandinavian design

option and ensuring the color palette aligns with the original homes' bright, inviting aesthetic. Staff and the developer agreed to review the color schemes and present updated visuals for Council consideration at the next policy meeting.

Councilmember Thompson asked about project financing, noting concerns about long-term viability. The developer explained that simplifying designs, building at scale, and standardizing materials would improve construction efficiency and affordability. Mayor Shepherd and staff clarified that while the project lay within an RDA area, no additional city financial incentives were planned.

The Council expressed conditional support for the amendment pending presentation of updated color palettes and architectural visuals that better integrated with existing homes. Mayor Shepherd summarized the next steps: Destination Homes would adjust color schemes, coordinate with staff, and provide new materials for the upcoming October 14, 2025 City Council meeting, where a public hearing would be held, but a decision could be postponed if necessary.

Councilmember Wurth moved to adjourn at 7:31 p.m., seconded by Councilmember Thompson.

RESULT: Passed [4 TO 0]

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

NO: None

ABSENT: Councilmember Ratchford

**APPROVED AND ADOPTED
This day of 2025**

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, October 07, 2025.

/s/ Nancy R. Dean, City Recorder

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM WORK MEETING
October 14, 2025

City Building
55 South State Street
Clearfield City, Utah

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PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Karece Thompson, Councilmember Nike Peterson, Councilmember Tim Roper, Councilmember Megan Ratchford, Councilmember Dakota Wurth

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Police Chief Kelly Bennett, Public Works Director Adam Favero, Finance Manager Rich Knapp, Community Development Director Stacy Millgate, Building Official Beth Dean, Planner Tyson Stoddard, Community Relations Director Shaundra Rushton, City Recorder Nancy Dean

VISITORS: Tony Thompson

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON THE CONSIDERATION OF THE ABATEMENT OF THREE NON-COMPLIANT PROPERTIES

Stacy Millgate, Community Development Director, discussed ongoing abatement efforts within the city. Ms. Millgate reviewed three properties that had persistent compliance issues and explained the process being implemented under recently approved abatement orders.

First Property (Villa Drive): Ms. Millgate reported multiple violations since 2020, including junk accumulation, vehicles, and weeds. The property had received eight Requests for Compliance (RFCs), two of which were resolved, leaving six defaults recorded with the county. An abatement order was signed on September 22, 2025, authorizing city staff to remove junk and vegetation at the owner's expense. The Council discussed towing concerns and disposal logistics. Beth Dean, the Acting Building Official, confirmed that a second quote for cleanup services was expected later in the week.

Second Property (750 North): Ms. Millgate presented images of another residence with junk and debris, inoperable vehicles, and porch clutter. Despite some progress by the property owner, five default RFCs remained. A hand-delivered compliance notice, signed by the Administrative Law Judge on October 9, 2025, authorized abatement should the property remain out of compliance. The City Attorney confirmed the abatement order would remain active for 12 months, allowing

follow-up abatements if new violations arose without requiring additional court orders.

Third Property (300 North): This property, zoned A-1 but smaller than the required half-acre minimum, housed approximately 15 chickens and goats. The property owner had been cited for animal-related nuisances and was criminally charged with two counts of public nuisance due to odor and animal control issues. A compliance letter was issued on September 22, 2025, with an October 5, 2025 deadline and no extensions. The City Attorney clarified that while the criminal case addressed animal issues, code enforcement would handle property cleanup and weeds.

There was a discussion about public health, administrative costs, and recovery of abatement expenses. Mayor Shepherd emphasized the city's duty to uphold property standards and maintain neighborhood quality. JJ Allen, City Manager, noted that abatement costs might require future budget adjustments, as cleanup expenses would initially be covered by the city and later recouped through liens. Kelly Bennett, Police Chief, confirmed that officers would be present during abatements for safety. Council supported continued enforcement efforts.

DISCUSSION ON LAND USE REGULATIONS FOR USES SUCH AS HOMELESS SHELTERS AND PERMANENT SUPPORTIVE HOUSING

Tyson Stoddard, Planner, presented proposed land use regulation options related to homeless shelters and permanent supportive housing (PSH) in response to state requirements and county initiatives. The city had enacted a temporary development moratorium in downtown Clearfield (CV and UR zones) to allow time for staff to draft appropriate regulations.

Mr. Stoddard outlined two regulatory approaches:

1. Conditional Use Permit (CUP): Would allow shelters or PSH in designated zones if conditions mitigated detrimental impacts. However, due to Utah's lenient mitigation threshold, conditional uses were often effectively "permitted" uses.
2. Overlay Zone: Would allow the city greater legislative control by requiring public hearings and council approval before any site could be designated for such a use.

The Council extensively discussed these approaches:

- Councilmember Peterson and Mayor Shepherd expressed preference for the overlay method, citing the need for local discretion and flexibility without pre-designating properties. They noted that preemptively mapping sites could create unnecessary concern or misinterpretation by the public or state.
- Councilmember Thompson asked clarifying questions about the intent—whether the focus was on shelters or supportive housing—and shared a personal perspective from prior experience with homelessness, emphasizing the importance of transit access and supportive services.
- Mayor Shepherd clarified that the city's intent was to plan for permanent supportive housing (PSH), not homeless shelters, and to demonstrate Clearfield's willingness to support regional solutions while protecting the newly revitalized downtown area.
- The Council discussed suitable zoning, identifying the C-1 commercial zone near Layton Hospital as the most appropriate due to its proximity to social services such as Open Doors, Workforce Services, and Davis Behavioral Health. They agreed that Form Based

Code (FBC) areas and the downtown core should be excluded.

The consensus direction was:

- Proceed with drafting regulations establishing an overlay zone (not a CUP) for permanent supportive housing (PSH) only.
- Limit eligibility primarily to the C-1 zone, excluding downtown and form-based code districts.
- Maintain legislative oversight by requiring council approval for any future overlay applications.

Mayor Shepherd concluded that the approach would balance community expectations, fulfill regional obligations, and maintain Clearfield's role as a cooperative partner in county-wide homelessness solutions.

The meeting reconvened at 7:50 p.m.

DEPARTMENT UPDATES

500 East Reconstruction

Adam Favero, Public Works Director, reported that the 500 East project had been delayed due to unstable soil conditions and sewer line cave-ins. Sewer installation was 100% complete, waterlines were 95% finished, and the storm drain work was ongoing. The contractor aimed to reopen the road before winter, focusing on asphalt completion and temporary surfacing. Communication letters had been sent to affected residents regarding progress, winter conditions, and water service changes. The city scheduled a contractor coordination meeting on October 22, 2025 to determine winter work plans and ensure resident access and snow clearance.

Police Department Vehicle Damage

Kelly Bennett, Police Chief, briefed the Council on a September 21, 2025 incident involving a reckless driver on State Street that resulted in damage to three police vehicles during a pursuit. Dashcam footage showed the driver, later determined to be experiencing a medical emergency due to low blood sugar, narrowly avoided several collisions before being stopped by Clearfield officers using controlled techniques. Estimated repair costs totaled approximately \$25,000 for the most damaged vehicle.

Chief Bennett explained pursuit policies, decision-making factors, and the officers' training status. He noted plans for future training for pursuit maneuvers and spike strip use. The Council commended officers for their measured response and for preventing potential injury to the public.

New Christmas Decorations

JJ Allen, City Manager, presented information prepared by Parks and Recreation staff about newly purchased Christmas décor for the City Center and tree-lighting event. While Parks staff

Eric Howes and Curtis Dickson were absent, Mr. Allen explained that they had attended the National Recreation and Park Association (NRPA) Conference, where they located a vendor, St. Nicholas Commercial Design and Décor, offering a substantial discount on display pieces.

The total purchase cost was approximately \$17,000, representing a savings of more than 60% compared to the nearly \$40,000 retail value. The purchase was made within the council-approved \$20,000 holiday décor budget. The display package included a large ornament, arches, presents, and a decorative tree to be placed near the City Center for the Tree Lighting Event on December 1, 2025.

Mayor Shepherd expressed appreciation for the acquisition and noted the value of the discount. The Council appeared to agree the addition would enhance the holiday celebration and reflect well on the city's image and community events.

Mural Committee Update

Shaundra Rushton, Communications Manager, provided a report on behalf of the City Mural Committee, summarizing the work completed during September to meet the Davis County mural grant program application deadline. The committee met multiple times between September 3 and September 30, 2025, to finalize the concept and site location.

The committee collaborated with an artist specializing in wildlife murals to design a piece featuring the American Kestrel Falcon, representing both Utah's wildlife and Clearfield's Air Force heritage. The mural would depict the falcon alongside jet formations against a blue sky, visually connecting the community's identity with nearby Hill Air Force Base.

Shaundra explained that the mural would be part of Utah's Wildlife Walls Program, which highlighted local wildlife species in each county and would include educational QR codes on-site linking to statewide resources. The committee submitted the mural concept and location before the deadline, and the city would learn whether it received the grant award by October 30, 2025.

The Council expressed enthusiasm for the project and praised the committee for meeting the timeline. Mayor Shepherd commended the concept's connection between community culture and regional pride.

Councilmember Peterson moved to adjourn at 8:14 p.m., seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

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

NO: None

APPROVED AND ADOPTED
This day of 2025

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, October 14, 2025.

/s/ Nancy R. Dean, City Recorder

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY MEETING
October 14, 2025

City Building
55 South State Street
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STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Police Chief Kelly Bennett, Finance Manager Rich Knapp, Public Works Director Adam Favero, Community Development Director Stacy Millgate, Planner Tyson Stoddard, Communications Manager Shaundra Rushton, City Recorder Nancy Dean

VISITORS: Brandon Ames – Larry H. Miller Group, Emily Bouwhuis, Jenna Nelson, Ashlyn Peterson, Makynna Bouwhuis, Abbie Moss, Evan Christensen, Ari Faucette, Addison Adams, Gavin Christensen, Evan Christensen, Sam Christensen, Kevin Porter

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

Councilmember Peterson asked members of the Clearfield City Youth Commission to lead the Pledge of Allegiance and introduce themselves.

APPROVAL OF MINUTES

September 9, 2025 – work meeting
September 23, 2025 – work meeting
September 23, 2025 – policy meeting

Councilmember Ratchford moved to approve the September 9, 2025 work meeting, September 23, 2025 work meeting and September 23, 2025 policy meeting minutes, seconded by Councilmember Peterson.

RESULT: **Passed [5 TO 0]**

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

NO: None

SWEARING IN OF THE CITY'S 2025-2026 YOUTH COMMISSIONERS

City Recorder Nancy Dean administered the oath to the newly appointed members of the Clearfield City Youth Commission. Mayor Shepherd congratulated them and emphasized their role as future community leaders. Jenna Nelson, the Youth Commission coordinator, expressed enthusiasm about the expanded membership and shared appreciation for the students' motivation and leadership.

PRESENTATION ON MOSQUITO ABATEMENT DISTRICT- DAVIS' PROPOSED TAX INCREASE

Councilmember Wurth presented information on behalf of the Davis County Mosquito Abatement District regarding a proposed property tax increase.

- The increase would raise the annual tax for an average \$600,000 home from \$30.69 to \$38.61, an increase of \$7.92 per year.
- For businesses, the increase would go from \$55.80 to \$70.20 annually.
- The district was seeking to raise \$1 million annually to fund construction of a **new** pesticide storage and operations building, estimated at \$9.2 million, financed through a 15-year bond with annual payments of about \$855,550.
- The new facility would improve chemical safety and accommodate drone operations used in mosquito treatment efforts.

Mayor Shepherd questioned the long-term nature of a tax increase for a building, noting that such levies often remained in place even after the project's debt was retired. Councilmember Wurth responded that increasing chemical costs might absorb the revenue in future years.

The Council received the information without taking formal action.

RECEIVE PUBLIC COMMENT ON THE SECOND AMENDMENT TO THE WILCOX FARMS SUBDIVISION DEVELOPMENT AGREEMENT TO AMEND TYPICAL ARCHITECTURE AND LOT STANDARDS

Tyson Stoddard, Planner, presented the request for a Second Amendment to the Wilcox Farm Subdivision Development Agreement. He outlined the key points:

- The development consisted of 101 single-family lots; 18 homes were built with 83 lots remaining.
- The amendment modified architectural styles, color palettes, and rear setback requirements, and included a \$100,000 developer contribution to the city for public art and community celebrations.
- The setback change removed the maximum seven-foot rear limit to accommodate irregular lot shapes and maintain consistent front elevations.
- Updated design guidelines featured three home plans (Farmhouse, Traditional, Scandinavian) and ten color schemes to complement existing homes.
- The Planning Commission recommended approval (5–2 vote).

Mayor Shepherd declared the hearing open at 7:32 p.m. No public comments were received.

Councilmember Roper moved to close the public hearing at 7:32 p.m., seconded by Councilmember Wurth.

RESULT: **Passed [5 TO 0]**

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

NO: None

OPEN COMMENT PERIOD

No public comments were offered.

APPROVAL OF ORDINANCE 2025-21 AUTHORIZING THE SECOND AMENDMENT TO THE WILCOX FARMS SUBDIVISION DEVELOPMENT AGREEMENT

Councilmember Peterson confirmed her understanding of the additional terms to be incorporated into the Second Amendment of the Development Agreement based on additional information received that had not been included in the agreement. The amendment would include the following:

1. Incorporation of the updated color palette shared with the Council.
2. Retention of the two-story height limitation for homes fronting 1000 West.
3. Inclusion of the developer's \$100,000 contribution to be used at the city's discretion for public art and community events.

Brandon Ames, representative for Destination Homes, thanked the city and commended the Youth Commission, encouraging them to consider the company's internship program.

Councilmember Peterson moved to approve Ordinance 2025-21 authorizing the second amendment to the Development Agreement with LHM Dev WLX, LLC for the Wilcox Farms Subdivision located at approximately 1550 South 1000 West with the following notable additions:

1. Incorporation of the updated color palette that was provided to the Council via

email on Friday, October 10, 2025 in lieu of the initial documents that had been included in the agenda packet;

2. Retention of the two-story height limitation for homes fronting 1000 West;
3. Inclusion of the \$100,000 contribution from the Larry H. Miller Group to be spent at the sole discretion of the for public art and public celebrations.

and authorize the mayor's signature to any necessary documents, seconded by Councilmember Roper.

RESULT: Passed [5 TO 0]

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

NO: None

APPROVAL OF RESOLUTION 2025R-13 CONDEMNING ANTISEMITISM ACTS, STATEMENT OF HATEFUL EXPRESSION OF INTOLERANCE, AND ENCOURAGING ELECTED OFFICIALS, EDUCATORS, COMMUNITY ORGANIZATIONS, HOUSES OF WORSHIP AND ALL CITIZENS TO WORK TO UNDERSTAND AND OPPOSE ANTISEMITISM

Mayor Shepherd introduced Resolution 2025R-13, condemning antisemitic acts and hateful expressions of intolerance. The resolution reaffirmed the city's commitment to diversity, religious freedom, and equal protection. Though non-binding, Mayor Shepherd stated its importance in setting expectations for city employees and residents to reject bigotry and hate.

Councilmember Ratchford moved to approve Resolution 2025R-13 condemning antisemitism acts, statements of hateful expression of intolerance, and encouraging elected officials, educators, community organizations, houses of worship and all citizens to work to understand and oppose antisemitism and authorize the mayor's signature to any necessary documents, seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

APPROVAL OF A TEMPORARY MAYOR PRO TEM FOR THE OCTOBER 28, 2025 POLICY MEETING

As both Mayor Shepherd and Mayor Pro Tem Wurth would be absent for the October 28, 2025 policy meeting, Mayor Shepherd proposed appointing Councilmember Peterson as acting Mayor Pro Tem for October 28, 2025.

JJ Allen, City Manager, confirmed that a quorum would still be present, and Mayor Shepherd indicated plans to attend virtually.

Councilmember Wurth moved to approve the mayor's recommendation to appoint Councilmember Nike Peterson as the temporary mayor pro tem for the City Council

policy meeting on October 28, 2025, seconded by Councilmember Ratchford.

RESULT: Passed [5 TO 0]

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

NO: None

COMMUNICATION ITEMS

MAYOR'S REPORT

Mayor Shepherd

- Nothing to report

CITY COUNCIL'S REPORTS

Councilmember Peterson

- She reminded attendees of Battalion Chief Weekes' retirement celebration on October 15, 2025 from 2:00 p.m. – 4:00 p.m. and congratulated the new Youth Commission members. She also thanked staff for resolving the Wilcox Farm development issues.

Councilmember Thompson

- Nothing to report

Councilmember Ratchford

- She reported on the federal government shutdown's impact on Hill Air Force Base. She said the base's Family Center needed volunteers, food pantry donations, and assistance with aid applications. Drop-offs could be made at the Tru by Hilton near Exit 335. She also promoted the Citizen Police Academy fundraising event for Ranger Brody Young, scheduled for November 15, 2025, at 5:30 p.m. Mayor Shepherd confirmed from federal contacts that the shutdown could last several weeks, impacting civilian and reservist pay, and encouraged community support for affected families.

Councilmember Wurth

- He announced upcoming events:
 - Howl-oween Dog Parade – October 18, 2025, at Barlow Park
 - Pumpkin Float – October 20, 2025, at Steed Pond
 - Boo-nanza with it's accompanying Pumpkin Cannon – October 24, 2025, at the Aquatic and Fitness Center
- He also shared details about the Mosquito Abatement District's Truth in Taxation Hearing on December 11, 2025, and noted that Davis County had also publicized a proposed 29.9% property tax increase.

Councilmember Roper

- He reported on two successful North Davis Fire District open houses and expressed condolences to the South Davis Metro Fire Department following the loss of firefighter Josh Brimhall.

CITY MANAGER'S REPORT

JJ Allen, City Manager

- He noted several staff members would be attending conferences at the end of the month, including himself and Assistant City Manager Spencer Brimey.

STAFF REPORTS

Nancy R. Dean, City Recorder

- Ms. Dean reviewed upcoming meetings:
 - No meeting October 21, 2025
 - Policy meeting October 28, 2025 (featuring NDFD retiree recognition and a JustServe presentation)
 - No meetings on November 4 (Election Day) or November 11 (Veterans Day)
 - Regular work and policy sessions resume November 18 and 25, 2025.

Councilmember Wurth moved to adjourn the policy meeting and reconvene in the work meeting at 7:50 p.m., seconded by Councilmember Peterson.

RESULT: Passed [5 TO 0]

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

NO: None

**APPROVED AND ADOPTED
This day of 2025**

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the forgoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, October 14, 2025.

/s/ Nancy R. Dean, City Recorder



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Curtis Dickson, Deputy Community Services Director
MEETING DATE: October 28, 2025
SUBJECT: 2025 Yard of the Year Winners

RECOMMENDED ACTION

Present the winners of the “Yard of the Year” contest with certificates and engraved landscaping stones.

DESCRIPTION / BACKGROUND

The Parks & Recreation Commission has selected the winners of the annual “Yard of the Year” contest and staff and council are pleased to acknowledge and award these residents for their efforts in doing their part to beautify our community.

Merlyn & Paul Meyer have been selected the first-place winner, with Bob & LaRue Hawthorne, and Boyd & Joni Phillips as runners up.

Present the winners of the “Yard of the Year” contest with certificates and engraved landscaping stones.

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy

LIST OF ATTACHMENTS

N/A



STAFF REPORT

To: Mayor Shepherd and City Council Members
From: Rich Knapp, Chief Financial Officer
Meeting Date: October 28, 2025
Subject: Fiscal Year 2026 First Quarter Financial Update

Recommended Action

Presentation and discussion only.

Background

The draft Q1 FY26 figures will be prepared in advance of the meeting, while the analysis and presentation will be finalized shortly beforehand to ensure the discussion is based on the most current and accurate data.

Corresponding Policy Priorities

- Providing Quality Municipal Services

Regular updates allow city leaders to allocate resources effectively, address financial challenges proactively, and maintain high service standards for residents.