

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY 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 Tim Roper, Councilmember Nike Peterson, Councilmember Karece Thompson, 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, 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-o-ween 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 28th day of October 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, October 14, 2025.

/s/ Nancy R. Dean, City Recorder