

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY MEETING
December 09, 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, Community Services Director Eric Howes, Public Works Director Adam Favero, Community Development Director Stacy Millgate, Communications Manager Shaundra Rushton, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: Danielle King, Tony DeMille

Mayor Shepherd called the meeting to order at 7:03 p.m.

Councilmember Thompson led the opening ceremonies.

APPROVAL OF MINUTES

November 18, 2025 – special canvass meeting

Councilmember Thompson moved to approve November, seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

RECOGNITION OF OUTGOING CITY COUNCIL MEMBER TIM ROPER

Mayor Shepherd recognized outgoing Councilmember Tim Roper for his years of service to

Clearfield City. The Mayor expressed appreciation for Councilmember Roper's long-term dedication, leadership, and involvement in numerous city initiatives and boards. A commemorative video was presented, followed by the presentation of a gift.

Councilmember Ratchford expressed gratitude for Councilmember Roper's mentorship and service. Councilmember Roper thanked Mayor Shepherd and the Council for the recognition and expressed appreciation for the opportunity to serve.

OPEN COMMENT PERIOD

There was no public comment.

APPROVAL OF ORDINANCE 2025-26 AMENDING "TITLE 8 – PUBLIC WAYS AND PROPERTY" OF THE CLEARFIELD CITY CODE TO ADD "CHAPTER 7 – PROHIBIT CAMPING ON PUBLIC PROPERTY"

Kelly Bennett, Police Chief, provided an overview of the proposed ordinance to prohibit camping on public property, noting it had been discussed previously in a work session. Chief Bennett explained the ordinance was intended to provide lawful and humane enforcement, prioritize public health and safety, ensure dignity and respect for individuals, and remain consistent with constitutional rights. Chief Bennett stated the ordinance focused on conduct rather than personal status and included provisions for notice, property handling consistent with state statute, and referrals to available resources.

The Mayor asked if the Council had questions. No questions were raised.

Councilmember Thompson moved to approve Ordinance 2025-26 amending Title 8 – Public Ways and Property of the Clearfield City Code to add Chapter 7 – Prohibit Camping on Public Property and authorize the mayor's signature to any necessary documents, seconded by Councilmember Peterson.

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

- Mayor Shepherd reported on recent travel and meetings related to housing policy, including participation in meetings in Washington, D.C. The mayor emphasized that housing challenges required local solutions and noted the city's ongoing efforts to promote quality housing and homeownership. The mayor also reported on participation in the Mayors Against Antisemitism initiative, highlighting the importance of addressing hatred and discrimination and reaffirming the city's commitment to inclusivity. The mayor announced upcoming meetings with Northrop

Grumman and regional and legislative partners and extended holiday greetings to those who would not be seen before Christmas.

CITY COUNCIL'S REPORTS

Councilmember Peterson

- Councilmember Peterson reported on attendance at the National League of Cities conference and shared that valuable information was gained relevant to Clearfield City. Councilmember Peterson also reported participation in Thanksgiving events at Hill Air Force Base and expressed appreciation for the military community. Councilmember Peterson shared reflections on Councilmember Roper's service, highlighting contributions related to community problem-solving, the North Davis Fire District, Open Doors, business advocacy, and leadership.

Councilmember Thompson

- Nothing to report.

Councilmember Ratchford

- Councilmember Ratchford reported that the North Davis Fire District was planning training schedules for the upcoming season. Councilmember Ratchford also reported on fundraising efforts benefiting Airman's Attic, including a school-led campaign with a goal of \$5,000, and noted the success of the recent cookie drive at Hill Air Force Base.

Councilmember Wurth

- Councilmember Wurth reminded the Council and public of the Mosquito Abatement District's tax increase hearing scheduled for Thursday evening in Kaysville. Councilmember Wurth reflected on the long-term impact of Councilmember Roper's service, including housing, public facilities, and community partnerships, and expressed appreciation for Councilmember Roper's contributions.

Councilmember Roper

- Councilmember Roper provided closing remarks reflecting on years of service, including his initial appointment to the Council, commitment to preparation and constituent service, support for redevelopment efforts, advocacy for local businesses, leadership within the North Davis Fire District, and involvement with Open Doors. Councilmember Roper expressed appreciation to the mayor, fellow councilmembers, city staff, police department, faith community, family, and residents. Councilmember Roper stated an intention to remain engaged in the Clearfield community.

CITY MANAGER'S REPORT

JJ Allen, City Manager

- Mr. Allen, on behalf of staff, expressed appreciation for Councilmember Roper's consistent support of city staff and thanked Councilmember Roper for his years of service.

STAFF REPORTS

Nancy Dean, City Recorder

- Ms. Dean reported that there were no additional meetings scheduled for the remainder of the month. The City Recorder reminded the Council of the upcoming appreciation event on Tuesday at Manuel's El Burrito, the deadline for holiday party payment, and the Oath of Office

Ceremony scheduled for Monday, January 5, 2026, at 6:00 p.m.

Shaundra Rushton, Communications Manager

- Ms. Rushton reminded the Council about the “Ways of Giving” social media campaign and requested information about community drives and charitable efforts.

Councilmember Peterson moved to adjourn and reconvene as the CDRA in a policy meeting at 7:33 p.m., seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

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

NO: None

**APPROVED AND ADOPTED
This 13th day of January 2026**

/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, December 09, 2025.

/s/ Nancy R. Dean, City Recorder