



CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
February 10, 2026 - POLICY MEETING

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 Peterson

APPROVAL OF MINUTES:

January 27, 2026 – work meeting

January 27, 2026 – policy meeting

SCHEDULED ITEMS:

1. **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.

2. **CONSIDER APPROVAL OF RESOLUTION 2026R-03 REAPPOINTING COUNCILMEMBER NIKE PETERSON AS CLEARFIELD CITY'S REPRESENTATIVE ON THE ADMINISTRATIVE CONTROL BOARD FOR WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT**

BACKGROUND: Clearfield City is a member of the Wasatch Integrated Waste Management District. Each member city of the District appoints one member to the Administrative Control

Board. Councilmember Peterson has been serving as the City's representative on the board and it is Mayor Shepherd recommendation that she be reappointed.

RECOMMENDATION: Approve Resolution 2026R-03 reappointing Councilmember Nike Peterson as Clearfield City's representative on the Administrative Control Board of Wasatch Integrated Waste Management District for a 4-year term with an expiration date of December 31, 2029 and authorize the Mayor's signature to any necessary documents.

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 February 5, 2026.

/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 – ClearfieldCityUT.gov, 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@clearfieldcityut.gov & 801-525-2700.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:45 PM WORK MEETING
January 27, 2026

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 Megan Ratchford, Councilmember Dakota Wurth, Councilmember Danielle King

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, Community Development Director Stacy Millgate, Planner Tyson Stoddard, Community Relations Director Shaundra Rushton, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: None

TRAINING ON THE OPEN AND PUBLIC MEETING ACT IN UTAH CODE TITLE 52, CHAPTER 4

In accordance with the requirement for the public body to complete an annual training of the Open and Public Meetings Act (see UCA §52-4-104 and §63G-22-103), Nancy Dean, City Recorder, presented the State Auditor's training video.

Councilmember Wurth moved to adjourn the work meeting and reconvene in the policy meeting at 6:56 p.m., seconded by Councilmember Peterson.

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

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

NO: None

APPROVED AND ADOPTED
This day of 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, January 27, 2026.

/s/ Nancy R. Dean, City Recorder

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY MEETING
January 27, 2026

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 Nike Peterson, Councilmember Karece Thompson, Councilmember Megan Ratchford, Councilmember Dakota Wurth, Councilmember Danielle King

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

VISITORS: Kevin Porter, Michael Christensen, Devin Rogers, Josh Carlson, Annie Bradshaw, Scott Manookin, Ginny Vance

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

Councilmember Danielle King led the Pledge of Allegiance. Mayor Shepherd provided the opening inspirational remarks, noting that the City building was illuminated yellow in recognition of International Holocaust Remembrance Day. A moment of silence was observed in honor of the six million people killed during the Holocaust.

APPROVAL OF MINUTES

January 13, 2026 – work meeting

January 13, 2026 – policy meeting

Councilmember Wurth moved to approve the January 13, 2026 work and policy meeting minutes, seconded by Councilmember Ratchford.

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

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

NO: None

SWEARING IN OF NEW CLEARFIELD CITY POLICE OFFICERS

Kelly Bennett, Police Chief, addressed the Council and recognized the addition of three new police officers, made possible by recently approved positions. Officers Cam Cossey, Cal Calder, and Sam Howell were sworn in. The City Recorder administered the oath of office. Family members were invited to pin on the officers' badges. Mayor Shepherd congratulated the officers and thanked them for their commitment to public service.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A ZONING MAP AMENDMENT REQUEST BY DAVIS COUNTY TO REZONE PROPERTIES LOCATED AT APPROXIMATELY 160 SOUTH DEPOT STREET (TINS: 12-020-0034, 12-020-0047, 12-020-0033, & 12-020-0144) FROM UR (URBAN MIXED RESIDENTIAL) TO CV (CIVIC)

Tyson Stoddard, Planner, provided a detailed staff presentation. The subject properties were currently zoned UR but were designated as Community and Civic in the General Plan Future Land Use Map. Davis County requested the rezone to align the zoning with surrounding civic uses, including the Health Department and Library. The County intended to redevelop the site, demolishing the former Dee's Service Center and constructing a new civic office and public service facility, including one emissions testing bay. The Planning Commission recommended approval, and staff found the request consistent with the General Plan.

Mayor Shepherd opened the public hearing. No public comments were made.

Councilmember Thompson moved to close the public hearing at 7:16 p.m., seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A CITY-SPONSORED ZONING TEXT AMENDMENT TO ESTABLISH A SUPPORTIVE HOUSING OVERLAY ZONE (S-H ZONE)

Tyson Stoddard, Planner, presented the proposed ordinance, explaining that recent state legislation and Utah's 2023 plan to address homelessness required Davis County to provide supportive housing. The proposed S-H overlay zone would apply to properties zoned C-1 and would allow supportive housing paired with ongoing services. The ordinance included development standards such as a maximum of 60 units, a density limit of 16 units per acre, a maximum height of 35 feet with no more than two stories above grade, a 24/7 on-site manager requirement, increased landscaped open space, buffering adjacent to single-family zones, and required indoor and outdoor amenities. Any project would require a rezone, development agreement, and site plan approval. The Planning Commission recommended approval.

Mayor Shepherd opened the public hearing.

PUBLIC COMMENT

Michael Christensen, a Clearfield resident, provided public comment. Mr. Christensen expressed support for supportive housing but questioned the reduction in allowable density from 20 to 16 units per acre and the two-story height limitation, stating these restrictions could increase costs and reduce effectiveness.

There being no further comment, **Councilmember Thompson moved to close the public hearing at 7:29 p.m., seconded by Councilmember Ratchford.**

RESULT: Passed [5 TO 0]

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

NO: None

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF ORDINANCE 2026-03 APPROVING A ZONING MAP AMENDMENT REQUEST BY DAVIS COUNTY TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 160 SOUTH DEPOT STREET (TINs: 12-020-0034, 12-020-0047, 12-020-0033 & 12-020-0144) FROM UR (URBAN MIXED RESIDENTIAL) TO CV (CIVIC)

Councilmember Wurth moved to approve Ordinance 2026-03 approving the zoning map amendment request by Davis County to rezone the properties located at approximately 160 South Depot Street from UR to CV, and authorize the mayor's signature to any necessary documents, seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

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

NO: None

APPROVAL OF ORDINANCE 2026-02 APPROVING A ZONING TEXT AMENDMENT REQUEST BY CLEARFIELD CITY TO ESTABLISH A SUPPORTIVE HOUSING OVERLAY ZONE (S-H ZONE) IN THE CLEARFIELD CITY CODE

Mayor Shepherd and councilmembers discussed the rationale for the adopted density and height limits, emphasizing consistency with existing zoning, sensitivity to adjacent established neighborhoods, and the City's intent to balance housing needs with neighborhood compatibility. Councilmembers noted that the ordinance positioned Clearfield for collaborating with regional partners while recognizing site constraints within the City.

Councilmember Ratchford moved to approve Ordinance 2026-02 approving the zoning text amendment request by Clearfield City to establish a Supportive Housing Overlay Zone (S-H Zone) in the Clearfield City Code, and authorize the mayor's signature to any necessary documents, seconded by Councilmember Peterson.

RESULT: Passed [5 TO 0]

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

NO: None

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF NICHOLAS DRAGON TO THE PLANNING COMMISSION AS A REGULAR MEMBER EFFECTIVE MARCH 1, 2026

Mayor Shepherd recommended the appointment of Nicholas Dragon as a regular member of the Planning Commission, noting Mr. Dragon's service as an alternate since October 2024.

Councilmember Peterson moved to approve and consent to the mayor's appointment of Nicholas Dragon as a regular member of the Planning Commission with a term effective date of March 1, 2026 and expiration date of February 28, 2029 and authorize the mayor's signature to any necessary documents, seconded by Councilmember Ratchford.

RESULT: Passed [5 TO 0]

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

NO: None

COMMUNICATION ITEMS

MAYOR'S REPORT

Mayor Mark Shepherd

- The Mayor reported on a recent visit recognizing a local student who intervened to save another child during a dog attack, noting the presence and support of Fire and Police Department personnel, school administration, and community members. Mayor Shepherd explained the event was also intended to support the student following emotional trauma from the incident. The Mayor informed the Council of upcoming out-of-town travel scheduled for later in the week and noted attendance at a recent Job Corps community luncheon, which experienced lower-than-usual participation due to the time of year.
- Mayor Shepherd further reported on continued involvement with the United Way Promise Partnership Regional Council. Due to scheduling conflicts, the Mayor indicated an inability to continue regular participation and requested that another councilmember consider serving in this role. He explained that the Promise Partnership is youth- and education-focused, closely connected with the Davis School District, and the Community Learning Center, and that in-person participation was required several times per year.
- Mayor Shepherd also provided a legislative update from recent Utah League of Cities and Towns meetings. He described proposed legislation restructuring the governance of the Utah

Transit Authority (UTA), which would eliminate the current Board of Trustees and Advisory Council and replace them with a seven-member board appointed by legislative leadership and the governor, with no elected officials serving. Mayor Shepherd expressed concern regarding reduced municipal representation, potential impacts to transit planning in Clearfield, including Clearfield Station and double-tracking projects, and the limited compensation structure for board members. He identified Senator Harper and Representative Christopherson as bill sponsors and advised councilmembers to monitor the legislation.

CITY COUNCIL'S REPORTS

Councilmember Nike Peterson

- Councilmember Peterson reported on attendance at a building dedication for Nations for Christ, noting the congregation's significant renovation of the former Clearfield library building. Councilmember Peterson highlighted the organization's investment in the facility, community services, food assistance programs, and accessibility considerations, including accommodations for individuals with disabilities. Councilmember Peterson commended the quality of the renovation and its positive impact on the surrounding neighborhood. Mayor Shepherd added that the former library building had been extensively transformed and contrasted the project with Davis County's concurrent decision to renovate the Bountiful library, noting Clearfield's benefit in having constructed a new library facility.
- Councilmember Peterson further reported on updates from Wasatch Integrated Waste Management District. Councilmember Peterson explained that the District was conducting recycling audits by city, involving detailed sorting and analysis of recycling loads to identify contamination levels and material composition. Preliminary results from other cities showed cardboard as the dominant recyclable material, with contamination often caused by food residue or wet cardboard. Councilmember Peterson emphasized that glass is frequently placed incorrectly in recycling bins and that clothing should be donated rather than recycled through curbside programs. Councilmember Peterson noted that Clearfield's audit had not yet been scheduled and that results would be shared when available.
- Additional information was provided regarding recycling operations, including the use of automated sorting technology, the importance of rinsing containers, and the diversion of mixed paper for use as alternative fuel at a cement plant. Councilmember Peterson reported that the District was diverting approximately 37,000 tons of waste per month from the landfill and has significantly reduced waste imports from outside the District through adjusted fee structures, extending landfill life.

Councilmember Dakota Wurth

- Councilmember Wurth reported on activities related to social service organizations and community boards. Councilmember Wurth announced that Open Doors has closed on a new facility and had begun transitioning operations, which would significantly enhance service delivery. Councilmember Wurth also reported positive outcomes from the Circles Program, noting increased community participation and improved program effectiveness.
- Councilmember Wurth recognized the Parks Commission and Parks Department for responding to public concerns regarding conditions at Steed Pond, including debris and impacts to wildlife. Councilmember Wurth noted that public awareness materials had been released and that future community cleanup opportunities might be organized.
- Councilmember Wurth also reported on participation with the Youth Commission at Local Officials Day at the Capitol, highlighting meetings with legislators, tours of the Capitol, and interaction with the governor. Councilmember Wurth commended the preparedness and civic engagement of the youth participants. Councilmember Wurth concluded by announcing his

recent appointment to the Olene Walker Housing Loan Fund Board by Governor Cox.

Councilmember Megan Ratchford

- Councilmember Ratchford reported on the North Davis Fire District activity for December, noting a year-over-year increase in call volume while remaining below historical averages. Councilmember Ratchford provided comparative call data for Clearfield and neighboring cities and reported on concurrent call incidents, indicating operational capacity was maintained.

Councilmember King

- Councilmember King reported on attendance at the Job Corps luncheon and interactions with students, highlighting Clearfield's nationally recognized advanced welding program. Councilmember King also provided an update from Communities That Care regarding the Student Health and Risk Prevention (SHARP) survey, noting lower-than-perceived substance use among students and the development of programming to address misperceptions using survey data.

Councilmember Thompson

- Nothing to report.

CITY MANAGER'S REPORT

JJ Allen, City Manager

- The City Manager reported on the recent Council retreat, employee recognition event, and upcoming budget committee meetings.

STAFF REPORTS

Nancy R. Dean, City Recorder

- The City Recorder reviewed the upcoming meeting schedule and noted interviews were planned for board and commission vacancies.
-

Councilmember Thompson moved to adjourn at 8:02 p.m., seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

**APPROVED AND ADOPTED
This day of 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, January 27, 2026.

/s/ Nancy R. Dean, City Recorder

DRAFT

CLEARFIELD CITY RESOLUTION 2026R-03

A RESOLUTION REAPPOINTING NIKE PETERSON AS THE CLEARFIELD CITY REPRESENTATIVE TO THE ADMINISTRATIVE CONTROL BOARD OF WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT

WHEREAS, Clearfield City is a member of the Wasatch Integrated Waste Management District; and

WHEREAS, each member city of the District appoints one member to the Administrative Control Board of Wasatch Integrated Waste Management District; and

WHEREAS, Mayor Shepherd desires to reappoint Councilmember Nike Peterson to serve as the City's representative on the Administrative Control Board of Wasatch Integrated Waste Management District.

NOW, THEREFORE, be it resolved that the Clearfield City Council approves the reappointment of Nike Peterson as the City's representative on the Administrative Control Board of Wasatch Integrated Waste Management District;

Be it further resolved that the term of office shall be January 1, 2026 through December 31, 2029.

PASSED AND ADOPTED this 10th day of February, 2026.

ATTEST:

CLEARFIELD CITY CORPORATION

Nancy R. Dean, City Recorder

Mark R. Shepherd, Mayor

VOTE OF THE COUNCIL

AYE:

NAY: