

**SANTA CLARA CITY COUNCIL
WEDNESDAY, JANUARY 28, 2026
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, January 28, 2026, at 6:00 p.m. in the Council Chambers located at 2603 Santa Clara Drive, Santa Clara, Utah. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

Present: Mayor Jarett Waite
Councilman Janene Burton
Councilwoman Christa Hinton
Councilwoman Dave Pond
Councilman Mark Hendrickson

Staff Present: Brock Jacobsen, City Manager
Selena Nez, City Recorder
Matt Ence, City Attorney
Jim McNulty, Planning Director
Cody Mitchell, Building Official
Dan Cazier, Fire Chief
Dustin Mouritsen, Public Works Director
Gary Hall, Power Director
Ryan VonCannon, Parks Director
Lance Haynie, Government Affairs Director
Jaron Studly, Police Chief

1. Call to Order

Mayor Jarett Waite called the regular scheduled meeting to order at 6:00 p.m. The mayor welcomed everyone and noted that a full council was present: Councilwoman Janene Burton, Councilwoman Christa Hinton, Councilman Dave Pond, and Councilman Mark Hendrickson.

2. Opening Ceremony

Pledge of Allegiance: Councilwoman Hinton

Opening Comments: Stacie Shurtliff with the Church of Jesus Christ of Latter-day Saints

3. Conflicts and Disclosures

No other conflicts were disclosed by council members.

4. Working Agenda

A. Public Hearing(s) 6:00 pm

1. None

B. Consent Agenda

1. Approval of Minutes and Claims:
 - January 14, 2026, City Council Work and Regular Meeting
 - Claims through January 28, 2026
2. Calendar of Events:
 - February 11, 2026, City Council Work and Regular Meeting
 - February 16, 2026, Presidents Day (Offices Closed)
 - February 25, 2026, City Council Work and Regular Meeting

Motion: Councilman Pond moved to APPROVE the consent agenda as presented. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton – Aye and Burton – Aye. Motion passed unanimously.

C. General Business

1. Discussion and action to conduct Candidate Interviews and appoint a new City Council Member to fill a midterm vacancy and approve Resolution No. 2026-03R.

Mayor Waite explained the process for the appointment of a new council member to fill a midterm vacancy. City Attorney Matt Ence then explained the complex process that would be followed, referencing Resolution 2026-03R that had been previously approved by the city council. He detailed that this would be an interview process where the city council would ask questions of each candidate in the order they had drawn. Each candidate would have the opportunity to answer questions, and once all had answered, the council could ask follow-up questions if desired. The process would include discussion in open meeting, followed by voting procedures.

Ence explained the voting mechanism: the winning candidate would be determined through up to two votes. If there wasn't a majority in the first vote, they would proceed to a second vote with the top two candidates. He clarified that the mayor would be voting as part of the quorum, but the mayor's vote would only be counted if there wasn't a winner based on just the council votes. If there was still a tie after considering the mayor's vote, the mayor would vote again to break the tie.

Mayor Waite announced that he had set a maximum time limit of two minutes for each answer, which the council agreed to. He also explained that after all questions were answered, each candidate would have three minutes for a closing statement, proceeding in reverse order of their numbers.

Eight candidates were interviewed: Ben Shakespeare, Ken Sizemore, Joshua Jackson, Justin Caplin, Jimmy Kestin, Melodee Finlinson, Wendell Gubler, and Leina Mathis. The candidates drew numbers to determine their interview order, then each responded to questions from council members.

The questions posed by council members covered various topics including affordable housing strategies, transparent communication with residents, handling public concerns, traffic and growth management, community service experience, and candidates' vision for Santa Clara's future. Candidates shared their backgrounds, expertise, and approaches to city governance.

After all candidates provided their closing statements, the council members expressed their appreciation for the quality of all candidates and the difficulty of the decision ahead of them. Mayor Waite noted they had received over 71 emails from community members endorsing various candidates.

Following the discussion, a secret ballot vote was conducted. Selena Nez announced that Justin Caplin had received a majority vote and would be the new city council member for Santa Clara.

Justin Caplin was immediately sworn in and took his seat, briefly stating: "Thank you and I'll work for all of the citizens and appreciate the vote of confidence."

Motion: Councilman Hendrickson moved to APPROVE appointing a new City Council Member and approve Resolution No. 2026-03R. Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton – Aye, Burton – Aye and Caplin - Aye. Motion passed unanimously.

2. Swearing in of new City Councilmember.

Following a vote of the City Council and Mayor, the newly appointed City Council member Justin Caplin was sworn in by City Recorder, Selena Nez.

3. Discussion and action to appoint a representative to the Washington County Flood Control Authority and approve Resolution No. 2026-04R. Presented by Brock Jacobsen, City Manager.

City Manager Brock Jacobsen explained that the previous representative was Mayor Rosenberg with Councilman Shakespeare as alternate. The city needed to appoint someone by resolution, with the first meeting next week making it urgent. Mayor Wait mentioned that Councilman Hendrickson had expressed interest in serving in this capacity.

Motion: Councilman Caplin moved to APPROVE appoint a representative to the Washington County Flood Control Authority and approve Resolution No. 2026-04R. Councilman Pond seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton – Aye, Burton – Aye and Councilman Caplin. Motion passed unanimously.

5. Reports

A. Mayor / Council Reports

Councilwoman Janene Burton reported on attending Government Officials Day at the Capitol with the Youth Council. Representative Neil Walter provided a personal tour of the House Chambers and explained the voting process. She praised the nine students on the Youth Council for their academic excellence and involvement.

Councilwoman Christa Hinton attended the What's Up Down South Summit, hearing from Zach Renstrom about concerning water outlook with plans to address shortages. She attended the St. George City Hall ribbon cutting, praising the community support despite wishing for snow or rain. She toured the Dove Center with Chief Studley, Sheriff Brooksby, and Ivins leaders, learning about expansion plans and bringing back tear-off phone number posters for city bathrooms. At local elected officials day, she attended league board meetings with helpful legislative previews. She reported on Monday's LPC meeting where Speaker Schultz discussed housing, with extensive talk about property tax and land use bills.

Councilman Dave Pond reported attending the LPC meeting virtually. He noted that property tax was a major theme in current legislative discussions, with several bills proposing changes that could impact smaller cities, particularly those with limited commercial tax bases.

Councilman Mark Hendrickson discussed attending the League of Cities and Towns Day on Capitol Hill, which he found extremely beneficial. He highlighted the legislative training sessions, networking opportunities with officials from other cities, and ongoing training through the Utah League of Cities and Towns.

Mayor Jarett Waite attended What's Up Down South and the St. George ribbon cutting, praising the building and parking garage improving downtown. He appreciated the one-on-one time with League Director Cameron Diehl at local officials day. He appeared on radio Thursday, met with residents about Crestview parking issues, and attended the HCAC meeting replacing Mayor Hart. He shared excitement about funding for GPS trackers on 10 tortoises to compare relocation success between Hurricane and other areas. He was interviewed by ABC 4 with Mimi McKenna about America 250 celebration plans, encouraging attendance at all events planned by the excellent committee. He mentioned Councilwoman Hinton's excellent emcee work at an event.

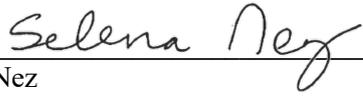
6. Closed Meeting Session

Mayor Waite confirmed there was no need for a closed meeting session.

7. Adjournment

Motion: Councilman Hendrickson moved to adjourn. Councilwoman Burton seconded the motion. All in favor. Motion passed unanimously.

The City Council meeting was adjourned at 8:19 p.m.



Selena Nez
City Recorder

Approved: February 11, 2026