

**HOOPER CITY
CITY COUNCIL AGENDA
MARCH 5, 2026, 7:00 PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315**

Notice is hereby given that the Hooper City Council will hold a work meeting at 6:00pm and their regularly scheduled meeting at 7:00pm on Thursday, March 5, 2026, at the Hooper Municipal Building located at 5580 W 4600 S Hooper, UT 84315.

Work Meeting – 6:00 PM

1. Discussion
 - a. Possible creation of Noise, AI Policy, and Social Media ordinances
 - b. Possible creation of policy regarding City Council and Planning Commission communication with City Attorneys
 - c. City Owned Properties

Regular Meeting – 7:00 PM

1. Meeting Called to Order
2. Opening Ceremony
 - a. Pledge of Allegiance – Council Member Hill
 - b. Reverence – Council Member Fowers
3. Upcoming events
4. Public Comments
5. Consent Items
 - a. Approval of minutes dated January 27, 2026
 - b. Approval of minutes dated February 5, 2026
 - c. Approval of minutes dated February 19, 2026
6. Public Hearings
7. Discussion Items, Reports, and/or Presentations
8. Action Items
 - a. Discussion / Possible Motion: Approval of Interlocal Agreement with Weber County Transfer Station
 - b. Discussion / Possible Motion: Riverdale Senior Center yearly membership vouchers
 - c. Motion: Approval of Ordinance O-2026-02; Amending Chapter 5 and adding chapter 6 Pertaining to the leasing of city-owned real property
9. Possible Closed Meeting

Concerning Pending and Threatened Litigation; Pending of Real Property; Development of Security Personnel, Devices, or Systems and/or Character, Professional Competence, or Physical or Mental Health of One or More Individuals.
10. Adjournment

Morghan Yeoman

Morghan Yeoman, City Recorder

**Please see notes regarding public comments and public hearings*

In compliance with the American with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 801-732-1064 or admin@hoopercity.gov at least 48 hours prior to the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Hooper City limits on this 5th day of March, 2026 at Hooper City Hall, on the City Hall Notice Board, on the Utah State Public Notice Website, and at <https://www.hoopercity.gov/meeting-minutes>

***NOTES REGARDING PUBLIC COMMENT AND PUBLIC HEARINGS**

- A. Time is made available for anyone in the audience to address the City Council during public comment and through public hearings.
 - a. When a member of the audience addresses the council, they will come to the podium and state their name.
 - b. Each person will be allotted three (3) minutes for their remarks/questions.
 - c. The City Recorder will inform the speaker when their allotted time is up.

***CONFLICT OF INTEREST**

As per Utah State Code §67-16-9; Public officers and employees cannot have personal investments in a business entity that would create a substantial conflict between their private interests and public duties. This also applies to board members.

CHAPTER 5

COMMUNITY NOISE POLLUTION CONTROL

SECTION:

5-5-1: Applicability, Purpose, And Scope

5-5-2: Definitions

5-5-3: Substantive Provisions

5-5-4: Exemptions

5-5-5: Temporary Noise Permit And Fees

5-5-6: Inspections And Investigations

5-5-7: Enforcement

5-5-8: Criminal, Civil And Administrative Penalties

5-5-1: APPLICABILITY, PURPOSE, AND SCOPE:

A. Purpose: The purpose of this Ordinance is to establish standards for the control of noise pollution within Clearfield City and to reduce the making and creation of harmful sound, and to secure, protect, and promote the public health and safety of the residents of Clearfield City.

B. Scope: This chapter applies to sound generated from real property within the city and applies to all property, equipment, appliances, instruments, and other sound emitting devices, as regulated herein. It shall have no applicability to all aspects of the employer-employee relationship concerning health and safety hazards within the confines of a place of employment.

1. This chapter is not intended to interfere with, abrogate or annul other rules, regulations or ordinances, including this code or Utah code. If more stringent requirements concerning noise abatement are contained in the other rules, regulations or ordinances, the more stringent regulation shall apply. (Ord. 2022-17, 6-28-2022)

5-5-2: DEFINITIONS:

For the purposes of this title, the following terms, phrases, and words shall have the meanings herein prescribed:

dBA or A-WEIGHTED SOUND PRESSURE LEVEL:	The sound pressure level in decibels as measured with a sound level meter using the A-weighting network. The unit for reporting is dB(A) or dBA. Sounds measured with the "A" weighting network approximate the response of human hearing when measuring sounds of low to moderate intensity.
AMBIENT SOUND:	The sound pressure level which represents the summation of the sound from all the discrete sources affecting a given site at a given time, exclusive of the source under investigation.
BEST MANAGEMENT PRACTICES or BMPs:	Auxiliary operational procedures implemented by a business or facility that effectively reduce noise levels. BMPs include, but are not limited to, scheduling of activities, prohibitions of practices, maintenance procedures, and other management practices or institutional controls that prevent or reduce noise decibel levels.
CITY:	The City of Clearfield.
COMMERCIAL MECHANICAL EQUIPMENT:	Any non-stationary power-equipment used for commercial purposes.
COMMERCIAL PROPERTY:	Real property used, in whole or in part, by the owner or possessor of the property for a commercial, industrial, retail, or other business purpose, regardless of the identity of the property owner.
CONSTRUCTION:	Any site preparation, assembly, erection, substantial repair, alteration, or similar action.
CONSTRUCTION EQUIPMENT:	Any mechanical apparatus used in excavation, construction, or demolition.
DECIBEL:	A logarithmic unit used in measuring the magnitude of sound. Decibel is abbreviated dB.
DEMOLITION:	Any dismantling, intentional destruction, or removal of any right-of-way surfaces, building, structure, utility, or similar property.
DWELLING:	A building or structure that is intended or designed to be used, rented, leased, let or hired out for human habitation.

DYNAMIC BRAKING DEVICE:	See Title 7, Chapter 5, Section 5 of the Clearfield City Code.
EMERGENCY POWER GENERATOR:	The equipment used to generate electrical power in the event of an interruption, malfunction, or failure of the electrical power otherwise supplied by the service provider.
EMERGENCY VEHICLE:	An authorized motor vehicle, motorboat, or aircraft which can lawfully be used for the transportation of emergency personnel, equipment, and supplies while responding to the scene of an emergency.
EMERGENCY WORK:	<ol style="list-style-type: none"> 1. Work required to restore property to a safe condition following a disaster or declaration of emergency; 2. Work required to protect persons or property from an imminent exposure to danger; or 3. Work to protect the public's health, performed by private or public entities, for providing or restoring immediately necessary utility service, which absolutely cannot be done otherwise during the daytime hours.
EXHAUST SYSTEM:	All components responsible for conducting exhaust gasses or reducing sound from a motor vehicle including, but not limited to, mufflers, baffles, header pipes, manifolds, air intakes, or any other similar component.
GROSS VEHICLE WEIGHT RATING or GVWR:	The value specified by the manufacturer as the recommended maximum loaded weight of a single motor vehicle. In cases where trailers and tractors are separable, the gross combination weight rating (GCWR), which is the value specified by the manufacturer as the recommended maximum loaded weight of the combination of vehicle, shall be used.
HEATING, VENTILATION, AND AIR CONDITIONING (HVAC):	Any system installed on or within a dwelling, facility, building or structure for the purpose of providing heating, ventilation, or air conditioning. HVAC may include furnaces, air exchangers, central air condensing units, evaporative "swamp" coolers, heat pumps, exhaust fans, and other heating and cooling equipment.
IMPULSE SOUND:	Sound of short duration, generally less than one second, especially of high intensity, abrupt onset, and rapid decay, and often rapidly changing spectral composition.
INDUSTRIAL AREA:	Those areas within the boundaries of the city used or reserved for business, commerce, or trade, or zoned as a highway service zone, under enabling state legislation or comprehensive local zoning ordinances or regulations; and including those areas outside the boundaries of the city not within 8420 feet of an interstate highway exit, off-ramp, or turnoff as measured from the nearest point of the beginning or ending of the pavement widening at the exit from or entrance to the main-traveled way that are reserved for business, commerce, or trade under enabling state legislation or comprehensive local zoning ordinances or regulations, and are actually used for commercial or industrial purposes.
INFRASOUND:	Includes any sound frequency less than or equal to 16 Hz.
LEQ:	The average measure of continuous noise that has the equivalent acoustic energy of the fluctuating signal over the same time period. For the purposes of this ordinance, an Leq measurement will be taken for a minimum of two minutes.
MOTOR VEHICLE:	Any vehicle required to be licensed for on-road use in the State of Utah, which is propelled by a motorized power source.
MUFFLER:	A properly functioning sound dissipative device or system consisting of a series of chambers, baffle plates, or other mechanical devices for abating the sound of escaping exhaust gases.
MULTI-DWELLING UNIT BUILDING:	Any building comprising two or more dwelling units, including, but not limited to, apartments, condominiums, co-ops, multiple family houses, townhouses, and attached residences.
NOISE:	Sound that may be harmful to health.
OFF-HIGHWAY VEHICLE:	Any vehicle not permitted to be licensed for on-road use in the State of Utah, which is propelled by an engine.
OWNER OR RESPONSIBLE PERSON:	See Title 1, Chapter 15C, Section 2 of the Clearfield City Code.
PERSON:	See Title 1, Chapter 15C, Section 2 of the Clearfield City Code.

PORTABLE MECHANICAL EQUIPMENT:	Non-stationary power equipment used for personal purposes and property maintenance.
PUBLIC ASSEMBLY/SPECIAL EVENT:	An activity regardless of whether a ticket or payment of any type is required for admission.
PUBLIC AREA:	Space that is generally open and accessible to people. Roads (including the pavement), public squares and parks; to a limited extent government buildings which are open to the public, such as the Clearfield City Aquatic Center, Clearfield City Hall, Clearfield City Art Center, public libraries, parks, and playgrounds; and space jointly used by automobiles and other vehicle including bicyclists and pedestrians.
PURE TONE:	Any sound that can be distinctly heard as a single pitch or a set of single pitches.
RECEIVING PROPERTY:	Any adjacent property that is adversely affected by noise transmitted by the source property.
REPETITIVE IMPULSE SOUND:	Any impulse sound repeated at intervals such that a sound level meter set at "fast" meter characteristic will show changes in sound pressure level greater than 10 dB(A) within one second.
RESIDENTIAL PROPERTY:	Real property that is occupied as a dwelling of the property owner or tenant.
SNOW REMOVAL EQUIPMENT:	Any mechanical equipment used for removing snow from land or building surfaces including, but not limited to, snowplows, snow blowers, snow sweepers, and any spreader or applicator employed to apply a snow or ice melting product.
SOUND:	An oscillation in pressure, particle displacement, particle velocity or other physical parameter in a medium with interval forces that cause compression or rarefaction of the medium.
SOUND LEVEL METER:	An instrument that includes a microphone, amplifier, RMS detector, integrator, or time averager, output meter, and weighing networks used to measure sound pressure levels.
SOUND PRESSURE LEVEL:	Twenty times the logarithm to the base 10 of the ratio of the RMS sound pressure to the reference pressure of 20 micropascals (20 micronewtons per square meter). The sound pressure level is denoted Lp or SPL and is expressed in decibels (dB).
ULTRASOUND:	Includes any sound frequency higher than 20 kHz. (Ord. 2022-17, 6-28-2022)

5-5-3: SUBSTANTIVE PROVISIONS:

A. General Prohibition of Noise: Notwithstanding the specific noise restrictions in Sub-section 5-5-4(F), no person shall emit, nor shall any person cause, allow, permit, or fail to control the emission of any noise source so as to exceed the maximum allowable sound pressure levels set forth in Sub-section 5-5-4(B) Table 1 when measured from the source over a two-minute (minimum) period of time.

1. Notwithstanding the maximum allowable sound pressure levels established in Table 1, no person shall emit, nor shall any person cause, allow, permit, or fail to control the emission of any stationary noise when measured at the property line of the source so as to exceed the sound pressure level of either:

- a. 10 dB(A) above the ambient sound pressure level between the hours of 7:00 a.m. and 10:00 p.m.; or
- b. 5 dB(A) above the ambient sound pressure level between the hours of 10:00 p.m. and 7:00 a.m.

2. Correction for Character of Sound. For any stationary source of sound that emits a pure tone, cyclically varying sound, or repetitive impulsive sound, the limits set forth in Table A shall be reduced by 5 dBA.

B. Maximum Permissible Sound Pressure Level Tables:

TABLE 1: MAXIMUM OUTDOOR SOUND PRESSURE LEVELS (Leq)						
Source Property	Receiving Property					
	Residential		Commercial, Agricultural, or Public		Industrial	
	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.
TABLE 1: MAXIMUM OUTDOOR SOUND PRESSURE LEVELS (Leq)						
	Receiving Property					

Source Property	Residential		Commercial, Agricultural, or Public		Industrial	
	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.	7 a.m. - 10 p.m.	10 p.m. - 7 a.m.
Residential	60	50	60	50	60	50
Commercial	60	50	70	60	70	60
Agricultural	60	50	70	60	70	60
Public	60	50	70	60	70	60
Industrial	60	50	70	60	80	75

C. Sound Pressure Level Measurements: Sound pressure level measurements shall be made with a calibrated and certified Type 2 sound level meter or better instrument as specified in the American National Standards Institute's (ANSI) publication S1.4-1983 (Reaffirmed 2001) entitled, "Specifications for Sound Level Meters", or its current successor; or the International Electrochemical Commission (IEC) class or type 1 and 2 standard 61672.

1. All sound level measurements required by this ordinance shall be taken in dBA.

D. Infrasound and Ultrasound: This ordinance shall not regulate any sound emitted which is classified as infrasound (below 16 Hz) or ultrasound (above 20 kHz).

E. Non-Sound Based Vibrations: The transmission of vibrations that are not sound based and which cannot be measured by a sound pressure meter are not restricted by this Ordinance.

F. Specific Noise Restrictions:

1. Commercial Refuse Compactors: No person shall operate or use, nor shall any person cause, allow, permit, or fail to control the operation or use of any commercial refuse compactor within 300 feet of a residential property between the hours of 10:00 p.m. and 7:00 a.m.

G. Construction Equipment and Activities: No person shall operate nor shall any person cause, allow, permit, or fail to control the operation of any construction equipment or conduct any construction or demolition activities:

1. Outside between the hours of 10:00 p.m. and 7:00 a.m. unless a waiver has been issued in accordance with section 5.

2. Inside an enclosed structure between the hours of 10:00 p.m. and 7:00 a.m. if the activities create a sound level that violates the maximum sounds levels in table 4.1 at the property line of the source.

H. Fireworks or Explosives: Except as provided in section 5-5-4(C), no person shall use fireworks or other explosive devices between the hours of 10:00 p.m. and 7:00 a.m. unless a permit has been issued in accordance with section 5-5-6. This provision shall not be construed to permit conduct prohibited by other statutes, ordinances, or regulations governing such activity.

I. Commercial and Industrial Heating, Ventilation, and Air Conditioning (HVAC) Systems: No person shall operate, install, or replace nor permit the operation, installation, or replacement of any HVAC system installed on or within any commercial property that exceeds the maximum allowable sound pressure levels set forth in Table 1 when measured at the property line of the source.

J. Residential Heating, Ventilation, and Air Conditioning (HVAC) Systems: Noise resulting from the operation of a HVAC system used on or within a residential property use, including central air conditioning units, evaporative coolers, or window cooling units, regardless of the time or frequency of operation, shall be exempt from this ordinance, provided the system is in good repair and operating within manufacturer's specifications.

K. Garbage Collection: No person shall collect garbage, waste, or refuse nor shall any person cause, allow, permit, or fail to control the collection of garbage, waste, or refuse within 300 feet of a residential property between the hours of 10:00 p.m. and 6:00 a.m.

L. Loading/Unloading Operations: No person shall load or unload any equipment, vehicle, box, crate, container, garbage container, or other object or open, close, or otherwise handle these objects within 300 feet of a residential property between the hours of 10:00 p.m. and 7:00 a.m.

M. Motor Vehicles:

1. No person shall operate or use, nor shall any person cause, allow, permit, or fail to control the operation or use of any motor vehicle:

- a. Without a noise control system that meets the original specifications installed by the manufacturer;
- b. Unless the noise control system is in constant operation and free of defects that affect sound reduction;
- c. With any cut out, bypass or similar device which increases sound pressure levels;

d. When the noise control system has been modified, punctured, or rendered inoperative; and

e. Unless the noise control system of the motor vehicle or combination of vehicles of a type subject to registration, at any time or under any condition of grade, load, acceleration or deceleration does not exceed the maximum allowable sound pressure levels set forth in Table 2 at a distance of 25 feet or more for the category of motor vehicle, based on the legal speed limit, posted or not, of the road on which such vehicle or vehicles are operated using testing methods as prescribed by the City.

	Sound Pressure Level, dB(A)		
	Measured at a distance of:	Speed limit 40 mph or less	Speed limit over 40 mph
Any motor vehicle with a manufacturer's gross vehicle weight rating (GVWR) or gross combination weight rating (GCWR) of 10,000 pounds or more or any combination of vehicles towed by such motor vehicle	25 feet	88 dB(A)	94 dB(A)
Any other motor vehicle and any combination of motor vehicles towed by such motor vehicle	25 Feet	80 dB(A)	84 dB(A)

2. Off-Highway Vehicles. No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any off-highway vehicle or off-road motorcycle whether or not duly registered:

a. Without a noise control system in constant use and in good working order so as to prevent emission of excessive or unusual sounds.

b. Between the hours of 10:00 p.m. and 7:00 a.m. unless:

(1) This activity complies with Sub-section 4.2 Table 1, or

(2) The vehicle use is for legitimate agricultural purposes.

3. Standing Motor Vehicles. Except for emergency vehicles, no person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any motor vehicle to remain in an idling mode or condition for:

a. A consecutive period of 2 minutes or longer unless specified by the manufacturer;

b. Any period of time while the vehicle is left unattended; or

c. So as to cause a noise disturbance.

4. Defect in Vehicle. No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation or use of any motor vehicle that emits excessive or unusual noises because of disrepair or mode of operation.

5. Horns and Other Signaling Devices. No person shall sound any horn or audible signaling device on any motor vehicle, except to prevent or avoid an accident. Any advertisement or solicitation which encourages or requests a person to honk their horn in violation of this ordinance is expressly prohibited.

6. Motorcycles and Motorcycle Exhaust Systems.

a. EPA Noise Emission Control Requirements. No person shall cause, allow, permit, or fail to control the operation or use of any motorcycle manufactured after December 31, 1982, without its required Motorcycle Noise Emission Control Label on the motorcycle vehicle itself in accordance with 40 CFR § 205.158 and on any motorcycle exhaust system as required by 40 CFR § 205.169. i. The following is an example of an EPA Noise Control Label: "This (manufacturer's name) exhaust system (serial number) meets EPA Noise Emission Requirements of (noise emission standard) dB(A) for the following motorcycles: (list of model specific codes). Installation of this exhaust system on motorcycle models not specified may violate federal law."

b. Label Tampering. No person shall deface or allow any person to deface any noise emission control label required by federal law which is affixed to any motorcycle or motorcycle part for purposes of identifying the motorcycle or motorcycle part as a federally regulated product.

c. Mismatched Mufflers. No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any motorcycle manufactured to federal noise law standards that does not bear a label or mark on the exhaust system that matches the model specific code of the motorcycle vehicle on which the system is installed.

d. Competition Motorcycles. No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any motorcycle identified by the noise emission control label or mark as being for "competition use only" on any

property other than within a motor sports facility for the purpose of participating in a practice session or racing event.

e. Competition Motorcycle Exhaust System. No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any motorcycle fitted with an exhaust system or exhaust system component identified by the noise emission control label or mark as being for "competition motorcycles only" on any property other than a motor sports facility for the purpose of participating in a practice session or racing event.

7. Motor Vehicle Repair and Testing. No person shall repair, rebuild, modify, idle, run, accelerate, or test any motor vehicle, nor any auxiliary equipment attached to such vehicle within 300 feet of a residential property between the hours of 10:00 p.m. and 7:00 a.m. unless such activity is conducted within a fully enclosed facility, and complies with the conditions set forth in sub-section 5-5-4(B) Table 1.

N. Parking Lot or Road Sweepers: No person shall operate, nor shall any person cause, allow, permit, or fail to control the operation of any motorized mechanical sweeper, blower, or vacuum within 300 feet of a residential property between the hours of 10:00 p.m. and 7:00 a.m.

O. Portable Mechanical Equipment. Outdoor use of portable mechanical equipment is restricted between the hours of 10:00 p.m. and 7:00 a.m.

P. Music and Sound Amplification. With the exception of declaring an emergency, no person shall operate, play, nor shall any person cause, allow, permit, or fail to control the operation or playing of any personal or commercial sound amplification, or sound reproduction equipment, or musical instruments, or similar devices in such a manner:

1. So as to exceed the maximum allowable sound pressure levels set forth in Table 1 when measured at the property line of the source;
2. Which emits a plainly audible noise in a public area or within the public or private right-of-way at a distance of 50 feet or more in any direction from the operator between the hours of 7:00 a.m. and 10:00 p.m.
3. Which emits a plainly audible noise to any person other than the operator on public property or a public or private right-of-way between the hours of 10:00 p.m. and 7:00 a.m.; (this is loud cars stereos at night, also noise in parks at night)
4. Which emits a plainly audible noise to any person other than the operator when operated on a common carrier by any passenger; (this music without earbuds on bus, train, etc.)
5. That the maximum sound pressure level exceeds 95 dB(A) at a point normally occupied by a patron on the premises of an entertainment venue unless conspicuous and legible written notification is provided to the public prior to entrance into the venue stating "WARNING: SOUND LEVELS ON THIS PREMISES MAY CAUSE PERMANENT HEARING DAMAGE. HEARING PROTECTION IS AVAILABLE." In the alternative, the above warning may be provided on a sign of a color and lettering design in high contrast with its background and posted where it is plainly visible at each public entrance in bold letters of at least 1" inch in height. Every venue that may have the potential of exceeding 95 dB(A) shall have readily available for public distribution, at a cost not excessive of retail value, single-use earplugs that have a Noise Reduction Rating (NRR) of at least 20 decibels. This subpart shall not be construed to permit conduct prohibited by any other provision of this ordinance; or
6. To exceed 100 dB(A) at any place within an entertainment venue at any time. (Ord. 2022-17, 6-28-2022)

5-5-4: EXEMPTIONS:

A. Best Management Practices. In the rare event compliance causes extreme or undue hardship to a facility, business or community activity, the City may allow the activity if the responsible party demonstrates to the City that best management practices are being applied.

B. Emergency Events and Equipment. Noise resulting from a response to any emergency event shall be exempt from this ordinance, including the use of emergency equipment, emergency vehicles, emergency relief valves, emergency work, and emergency power generators which provide emergency power or potable water to any hospital, health clinic, nursing home, similar facilities, or physician prescribed home based personal medical equipment where the loss of electrical power or potable water poses an immediate risk to the health, safety, and welfare of any person, or as required by federal or state law shall be exempt from this ordinance. During a power failure, other commercial or personal emergency power generators operating between the hours of 10:00 p.m. and 7:00 a.m. may reach but not exceed the maximum day time sound pressure levels set forth in Sub-section 4.2 Table 1 when measured from the receiving property.

C. Fireworks. Noise resulting from lawful fireworks shall be exempt from this ordinance when discharged:

1. By the public:
 - a. Between the hours of 11:00 a.m. and 11:00 p.m. on the days allowed by statute in Title 4, Chapter 5, except that on July 4 and July 24, the hours are 11:00 a.m. to midnight;
 - b. Between the hours of 11:00 a.m. December 31 and 1:00 a.m. the following day, except when New Year's Eve falls on a Sunday and the local municipality determines to celebrate New Year's Eve on the prior Saturday; and
 - c. Between the hours of 11:00 a.m. on Chinese New Year's Eve and 1:00 a.m. the following day.
2. By a licensed display or special effects operator to conduct a professional fireworks display:
 - a. Between the hours of 7:00 a.m. and 10:00 p.m.

- b. Between the hours of 11:00 a.m. and midnight on the day officially celebrated as and including July 4th and July 24th.
- c. Between the hours of 11:00 a.m. and 11:00 p.m. for a special event sponsored by a local municipality.
- d. Between the hours of 11:00 a.m. on December 31 and 1:00 a.m. the following day; and
- e. Between the hours of 11:00 a.m. on Chinese New Year's Eve and 1:00 a.m. of the following day.

D. Agricultural Practices. Noise resulting from the use of farm equipment or off-highway implements of husbandry for recognized and acceptable agricultural practices shall be exempt from this ordinance provided that:

- 1. All reasonable efforts have been made to minimize the impact on the community;
- 2. The equipment is operating within manufacturer's specifications;
- 3. All noise control systems are in constant use, in good working order, and in compliance with this ordinance;
- 4. All equipment is in good mechanical working condition so as to not emit excessive or unusual sounds;
- 5. The equipment or activities do not create a nuisance in any land district; and
- 6. The equipment is used between the hours of 7:00 a.m. and 10:00 p.m.

a. This part shall not be construed to prohibit noises resulting from agricultural equipment between the hours of 10:00 p.m. and 7:00 a.m. that result from harvesting a crop or other similar activity within an agriculturally zoned area.

E. Portable Mechanical Equipment. Noise resulting from the use of portable mechanical equipment shall be exempt from this ordinance between the hours of 7:00 a.m. and 10:00 p.m. in residentially zoned areas so long as the equipment is in good repair, performs a legitimate service, and is being used according to the manufacturer's specifications.

F. Crowd Noise. Noise directly resulting from crowd noise associated with a lawful public assembly shall be exempt from this ordinance.

G. Snow Removal. Noise resulting from the operation of snow removal equipment shall be exempt from this ordinance;

- 1. For a residential property: Beginning at 4:00 a.m. when snow has accumulated during the prior 12 hours;
- 2. At any time for a commercial or industrial property NOT within 300 feet of a residential property; and
- 3. At any time on any street, avenue, road, boulevard, or highway when created by the operation of snow removal equipment by a governing entity.

H. Residential Heating, Ventilation, and Air Conditioning (HVAC) Systems. Noise resulting from the operation of a HVAC system used on or within a residential property use, including central air conditioning units, evaporative coolers, or window cooling units, regardless of the time or frequency of operation, shall be exempt from this ordinance, provided the system is in good repair, unmodified, and operating within manufacturer's specifications. (Ord. 2022-17, 6-28-2022)

5-5-5: TEMPORARY NOISE PERMIT AND FEES:

A. The City may issue a permit waiving the requirements and restrictions of this ordinance on the basis of undue hardship, for a good cause shown through competent evidence, or for a temporary event. The City may establish and require any reasonable conditions or requirements deemed necessary to minimize adverse health effects upon a community as a condition to issuing a permit. The City may, but is not required to waive the requirements of this section at its discretion.

1. Temporary Noise/Special Event Permit Requirements.

a. Application: To apply for a Temporary Noise Permit, the applicant shall complete and submit the City-approved application form.

b. Permit Duration: A Temporary Noise Permit is valid only at the location stated in the application and for the length of time approved by the City on the application.

2. Notice Requirements.

a. Upon approval of any permit granted by the City, the applicant shall notify, in writing, each dwelling and facility located within 800 feet (one city block) of the event or activity, unless otherwise required by the City, at least 48 hours in advance. The City shall approve the content of each notice before it is distributed.

b. The notice shall contain the following information:

- (1) The name of the event or company name;
- (2) The name of the coordinator or project manager;
- (3) The contact phone number(s) of the coordinator or project manager;
- (4) The name and contact phone number(s) of the on-site manager;
- (5) The address of the event;

(6) The specific date(s) and operating time;

(7) A detailed description of the activities; and

(8) A brief description of all measures taken to maximize the abatement of the noise emission (or to minimize the noise emission) by means of Source Reduction Practices, Best Management Practices, and Best Operational Practices.

B. The City may establish and collect appropriate fees for licenses, certificates, and permits as set out in this ordinance. The City may collect appropriate fees as set out in this ordinance for the performance of services, including plan reviews. If information on a license, certificate, or permit application changes, the applicant shall notify the City in writing within 20 calendar days.

1. Temporary Noise/Special Event Permit Fee. Any applicant who applies for a temporary noise/special event permit shall remit to the City a Permit fee in the amount set forth in the City's consolidated fee schedule.

2. Waiver of Fee for Government Agencies or Departments. The City may waive the temporary noise/special event permit fees for governmental agencies or departments provided compliance with all other requirements of Section 5-5-6 are met.

a. If a governmental agency or department approves an activity otherwise regulated by the City as a temporary noise permitted activity, the City may waive the temporary noise permit fee provided compliance with all other requirements of Section 5-5-6 are met.

C. Late Fees.

1. The City may impose upon any party subject to this ordinance penalties and charges for failure to timely pay service and permit fees as set out in this ordinance or in the City's consolidated fee schedule. Attorney's fees and collection fees may also be applied.

2. An applicant who fails to give at least a ten (10) day notice to the City of their intent to obtain a temporary noise/special event permit shall remit to the City a late notification fee in an amount set forth in the City's consolidated fee schedule.

D. Denial, Suspension, or Revocation of License or Permit.

1. Any permit applied for or issued pursuant to this ordinance may be denied, suspended, or revoked by the City for any of the following reasons:

a. Failure of the applicant to show that the temporary noise event will be held or operated in accordance with the requirements of this ordinance;

b. Submission of incorrect, incomplete, or false information in the application;

c. Failure to pay applicable fees;

d. The temporary noise event is in violation of law;

e. Failure of the coordinator, owner, or operator at a temporary noise event to allow the City to conduct inspections as necessary to determine compliance with this ordinance;

f. Operation of a temporary noise event in a way that causes or creates a hazard to the public health, safety, or welfare;

g. Failure to operate or maintain the temporary noise event in accordance with the application, report, plans, and specifications approved by the City; or

h. Failure to comply with any provision of this chapter. (Ord. 2022-17, 6-28-2022)

5-5-6: INSPECTIONS AND INVESTIGATIONS:

A. Required Compliance.

1. To ensure compliance, the City has the authority to perform inspections, investigations, reviews, and other actions as necessary.

B. Authority for City to Enter Premises.

1. Regulated Commercial Premises. Upon presenting proper identification, authorized representatives of the City may enter upon the premises of properties regulated by the City to perform routine inspections to ensure compliance with rules, standards, regulations, and ordinances adopted by the City.

2. Private Dwellings. Inspections of private dwellings are made by consent of the owner or other party having legal authority or upon a court order.

3. Consent by Permit. The City shall require permit holders to allow access for inspections as part of their permit. Failure to allow access for inspections as set out in the permit may result in the suspension or revocation of the permit. (Ord. 2022-17, 6-28-2022)

5-5-7: ENFORCEMENT:

A. Enforcement Options. If the City has investigated or inspected any property or facility and believes the property owner or other responsible party is in violation of this ordinance or if the City has other reasonable grounds to believe that there has been a violation of any part of this ordinance or that the property owner or otherwise responsible party is not in compliance with this ordinance, the City may take civil enforcement action as authorized by statute, rule, ordinance, and regulation and may also refer the matter for criminal prosecution. Civil enforcement may involve court or administrative actions including but not limited to revocation of business licenses or conditional use permits, injunctive actions, and closures and may involve cost recovery, penalties, and other remedies. Civil and criminal actions may be brought simultaneously. A person does not need to be first adjudged liable in a civil matter before facing criminal charges.

B. Criminal Enforcement Actions. The City may recommend criminal prosecution for environmental violations either alone or in conjunction with civil enforcement. Criminal prosecutions for environmental violations of state or federal law may be filed by the City Attorney, District Attorney, Utah Attorney General, United States Department of Justice, or other enforcement entity. Factors that the City may consider in recommending criminal enforcement include the following factors and any other relevant factors:

1. The nature and seriousness of the offense including the immediacy of the threat of danger to the life or safety of another or the harm or threatened harm to human health or environment;
2. The degree to which the violation was designed to provide economic gain or cost avoidance, or involved a pattern of conduct or a common attitude of illegal conduct;
3. The degree to which the offender is a known violator and has avoided prior actions by the City;
4. The degree to which prosecution might deter future violations;
5. The person's actual culpability in connection with the offense including the presence of criminal intent;
6. The person's willingness to cooperate in the investigation including whether the violator has attempted to conceal evidence;
7. The appropriateness of referring the case to other agencies having prosecutorial interest; and
8. Possibilities of civil remedies which would be more appropriate than initiating the criminal justice process.

C. Civil Enforcement Actions. The City may bring an action to restrain or enjoin actions in violation of public health, environmental laws, and other laws or abate conditions in violation of such laws.

D. Administrative Actions. The City may, at its discretion, issue a Notice of Violation pursuant to 1-15C-4 and seek all those administrative remedies as set forth in Title 1, Chapter 15. (Ord. 2022-17, 6-28-2022)

5-5-8: CRIMINAL, CIVIL AND ADMINISTRATIVE PENALTIES:

A. Criminal Penalties. Any person who is found guilty by a court of violating any of the provisions of this ordinance, either by failing to do the acts required herein or by doing a prohibited act, is guilty of a class B misdemeanor, pursuant to Section 26A-1-123, Utah Code Ann. Each day such violation is committed or permitted to continue shall constitute a separate violation.

B. Civil and Administrative Penalties. In addition to all those civil penalties and remedies available to the City through civil action in the state or federal court, any person who is found in violation of this code may be subject to all civil and administrative penalties as more fully set forth in Title 1, Chapter 15. (Ord. 2022-17, 6-28-2022)

Generative Artificial Intelligence Use

Effective Date:	4/07/2025
Revised Date:	
Issuing Authority:	Mayor Cherie Wood

409.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for city use of generative artificial intelligence (GenAI). This policy does not apply to artificial intelligence that is integrated into facial recognition applications, voice recognition applications, biometric access controls, or software that redacts documents or video or similar applications.

Additional guidelines for the use of city information technology resources are found in the Information Technology Use and Cybersecurity policies.

409.1.1 DEFINITIONS

Definitions related to this policy include:

Generative artificial intelligence (GenAI) - A type of artificial intelligence that is algorithmically trained on one or more large data sets and designed to generate new and unique data (e.g., text, pictures, video) in response to a prompt (generally questions, instructions, images, or video) input by the user.

409.2 POLICY

The use of GenAI systems carries unique benefits within a local government entity, providing ways to increase operational efficiency, enhance city procedures, and improve the overall effectiveness of the City.

However, the prompts input into GenAI systems can present risks to both individuals and local governments by making accessible to the public information such as facility security records, security procedures, personal information, certain law enforcement records, and other confidential information (e.g., protected information, social services records, financial records). In addition, without safeguards in place, GenAI can produce unintended discriminatory or biased output as well as content that is inaccurate, misleading, or copyrighted.

It is the policy of the City to develop, implement, and use GenAI ethically and responsibly in a way that minimizes potential risk and harm in accordance with the guidelines set forth below.

Any function carried out by an employee of the City using GenAI is subject to the same laws, rules, and policies as if carried out without the use of GenAI. The use of GenAI does not permit any law, rule, or policy to be bypassed or ignored.

Generative Artificial Intelligence Use

409.3 RESPONSIBILITIES

409.3.1 MAYOR

The Mayor or an authorized designee shall approve all GenAI systems, their acceptable uses, and their authorized user groups prior to the use, implementation, or development for any city functions.

409.3.2 AI COORDINATOR

The Mayor or the authorized designee shall appoint an AI coordinator. The AI coordinator shall report to the Mayor or the authorized designee.

The responsibilities of the AI coordinator include but are not limited to:

- (a) Evaluating potential GenAI systems and recommending those GenAI systems that appear to be appropriate and trustworthy to the Mayor or the authorized designee. The trustworthiness of GenAI systems should be evaluated by balancing the following characteristics:
 - 1. Validity and reliability - The system's apparent ability to meet the intended purpose and fulfill the needs of the City consistently over time.
 - 2. Safety - Any apparent risk to human life, health, property, or the environment that could result from the city's use of the system.
 - 3. Security and resiliency - The system's capability to prevent unauthorized access and misuse and its ability to return to normal function should misuse occur.
 - 4. Accountability and transparency - The ability to track and measure the system's use and activity through histories, audit logs, and other processes to provide insight about the system and identify potential sources of error, bias, or vulnerability.
 - 5. Explainability and interpretability - The ability of the user to understand the purpose and impact of the system, how and why the system reached the resulting output, and what the output means for the user.
 - 6. Privacy - The ability of the system to protect confidentiality and meet applicable privacy standards for the types of data intended to be input into the system (e.g., state privacy laws, Criminal Justice Information Services (CJIS), Health Insurance Portability and Accountability Act (HIPAA)).
 - 7. Fairness - The ability of the system to operate in a way that avoids or minimizes bias and discrimination.
- (b) Ensuring appropriate contractual safeguards are in place to manage third-party use of city data and to restrict the use of input in AI training data sets. If the input of protected information is necessary for the proper use of the GenAI system, an information-exchange agreement in compliance with applicable rules and standards (e.g., HIPAA requirements) should be used to outline the roles, responsibilities, and data ownership between the City and third-party vendor.

Generative Artificial Intelligence Use

- (c) Coordinating with others within the City, such as the information technology or legal departments, as appropriate to ensure GenAI systems are procured, implemented, and used appropriately.
- (d) Maintaining a list or inventory of city-approved GenAI systems and, when appropriate for city transparency, making the list or inventory available to the public.
- (e) Developing and maintaining appropriate procedures related to the use of GenAI systems, including procedures for editing and fact-checking output.
- (f) Ensuring any public-facing GenAI systems notify the user that GenAI is being used.
- (g) Developing and updating training for the authorized users of each city-approved GenAI system.
- (h) Ensuring access to city GenAI systems is limited to authorized users and establishing requirements for user credentials such as multi-factor authentication and appropriate password parameters.
- (i) Conducting audits at reasonable time intervals for each of the GenAI systems utilized by the City to evaluate the performance and effectiveness of each approved system and to determine if it continues to meet the city's needs and expectations of trustworthiness. The coordinator should arrange for audits to be conducted by an external source, as needed.
- (j) Ensuring each GenAI system is updated and undergoes additional training as reasonably appears necessary in an effort to avoid the use of outdated information or technologies.
- (k) Keeping abreast of advancements in GenAI and any GenAI-related legal developments.
- (l) Reviewing this policy and city practices and proposing updates as needed to the Mayor or the authorized designee.

409.4 USE OF GENERATIVE AI

The use of city GenAI systems by city employees shall be limited to official work-related purposes, and employees shall only access and use GenAI systems for which they have been authorized and received proper training.

Employees shall use AI-generated content as an informational tool and not as a substitution for human judgment or decision-making. Employees using GenAI for work product are solely responsible for the work product and must thoroughly review the resulting content prior to dissemination of any kind. Employees should not represent AI-generated content as their own original work.

AI-generated content should be considered draft material only and shall be thoroughly reviewed prior to use. Before relying on AI-generated content, employees should:

- (a) Obtain independent sources for information provided by GenAI and take reasonable steps to verify that the facts and sources provided by GenAI are correct and reliable.

Generative Artificial Intelligence Use

- (b) Review prompts and output for indications of bias and discrimination and take steps to mitigate its inclusion when reasonably practicable.
- (c) Include a statement in the final document or work product that GenAI was used to aid in its production.

409.4.1 PRIVACY CONSIDERATIONS

Information not otherwise available to the public, including data reasonably likely to compromise an investigation, reveal confidential security information, training, or procedures, or risk the safety of any individual if it were to become publicly accessible, should not be input into a GenAI system unless contractual safeguards are in place to prevent such information from becoming publicly accessible. Employees should instead use generic unidentifiable inputs, such as "person," and hypothetical scenarios whenever possible.

Protected information should only be input into GenAI systems that have been approved for such use and comply with applicable privacy laws and standards (see the Protected Information Policy).

409.5 PROHIBITED USE

Employees shall not create user accounts in their official capacity or input work-related data (including information learned solely in the scope of their employment) into publicly available GenAI systems unless the system has been approved by the Mayor or the authorized designee for the intended use.

409.6 TRAINING

The AI coordinator should ensure that all members authorized to use GenAI have received appropriate initial training that is suitable for their role and responsibilities prior to their use of GenAI and receive periodic refresher training. Training should include but is not limited to the following:

- (a) A review of this policy
- (b) The need for human oversight of GenAI outputs
- (c) The interpretation, review, and verification of GenAI output
- (d) Checking GenAI output for bias or protected information
- (e) Ethical use of GenAI technology
- (f) Data security and privacy concerns

70 Social Media Policy

70.01 GENERAL PROVISIONS

70.02 ADMINISTRATION

70.03 CITY SOCIAL MEDIA ACCOUNTS

70.04 THIRD-PARTY CONTENT RULES

70.05 PUBLIC COMMENT POLICY

70.06 SOCIAL MEDIA TERMS OF USE

70.08 PERSONAL SOCIAL MEDIA ACCOUNTS

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70.01 GENERAL PROVISIONS

- 70.01.010 Title**
- 70.01.020 Purpose**
- 70.01.030 Policy**
- 70.01.040 Scope**
- 70.01.050 Notice**
- 70.01.060 Definitions**

70.01.010 Title

This policy shall be referred to as the Clearfield City Social Media Policy and may be cited herein as “Social Media Policy” or “Policy.”

70.01.020 Purpose

Social media platforms have become meaningful and necessary mechanisms for government communication and engagement with members of the public. The purpose of this Social Media Policy is to provide City employees, officers, elected officials, and members of commissions and committees with the knowledge and guidelines to effectively and appropriately conduct online communication through social media. This Policy also sets forth rules and regulations for official and authorized use of City Social Media Accounts and regulations and terms of use for public use of City Social Media Accounts.

70.01.030 Policy

Clearfield City endorses the secure use of authorized social media accounts to enhance communication and information exchange with the public and to increase engagement, education, and awareness with City programs, events, and business. Official City communication tools and social media channels should be used in ways that provide clear communication, maximize transparency, encourage engagement, foster trust, maintain the security of the City network, and comply with the City’s professional standards.

70.01.040 Scope

This Policy governs use of social media for City Business by City employees, officers, elected officials, and members of boards and committees and use of City Social Media Accounts. To the extent permitted by law, and as more particularly provided herein, this Policy also governs personal social media use by City employees, officers, elected officials, and members of boards and committees.

70.01.050 Notice

City employees, officers, elected officials, and members of boards and committees shall be provided notice of and online access to this Social Media Policy. The City Recorder shall be responsible for providing notice of this Policy and any amendments to all City employees, officers, elected officials, and members of boards and committees. Access to this Policy shall be provided as part of the City's Administrative Rules which can be accessed online at Clearfield.municipalcodeonline.com.

70.01.060 Definitions

For purposes of this Social Media Policy, the following words and terms shall be defined as set forth herein.

- (a) *City Social Media Accounts.* City Social Media Accounts (or "City Accounts") are City authorized social media accounts created, managed, and maintained by or on behalf of Clearfield City. Unless the context clearly indicates otherwise, references to "City Social Media Accounts" and "City Accounts" shall include by definition "Elected Official Social Media Accounts."
- (b) *City Business.* City Business refers to subject matter that directly relates to services, programs, events, initiatives, and official business of Clearfield City.
- (c) *Elected Official Social Media Accounts.* Elected Official Social Media Accounts (or "Elected Official Accounts") are social media accounts of the Mayor and City Council members, which are used to conduct City Business and to communicate with members of the community in the elected official's official capacity. Elected Official Accounts are City created and administered social media accounts for use by elected officials. Unless the context clearly indicates otherwise, references to "City Social Media Accounts" and "City Accounts" shall include by definition "Elected Official Social Media Accounts."

- (d) *Personal Social Media Accounts.* Personal social media accounts (or “Personal Accounts”) are social media accounts created, managed, and maintained by City employees, officers, and elected officials for their own personal use and are not affiliated with, sponsored by, or directly associated with Clearfield City.
- (e) *Social Media.* Social media refers to online technologies used to share information, communicate, and engage with the public. Social media is used as a communication tool to distribute and/or amplify City Business including emergency alerts, public engagement opportunities, and general awareness of City news, events, and services.
- (f) *Social Media Agent.* Social Media Agent is any City employee (including, but not limited to, employee, officer, department head, and elected official) who has authority to post to City Social Media Accounts on behalf of the City, or on behalf of any City elected official, department, or employee. Social Media Agents and the scope of their authority shall be specifically designated in writing by the Social Media Manager.
- (g) *Social Media Manager.* The Social Media Manager is the designated City employee directed to maintain and manage all City Social Media Accounts and to administer and provide oversight for the implementation of this Policy. Certain roles and responsibilities of the Social Media Manager may be delegated to Social Media Agents. The Social Media Manager is also designated as the public information officer of the City. The Social Media Manager is authorized to post to City Accounts on behalf of Clearfield City, or on behalf of any City elected official, department, or employee. The Social Media Manager shall be deemed an authorized Social Media Agent for purposes of this Policy and shall be subject to all applicable provisions and posting regulations for Social Media Agents unless otherwise specifically provided herein.

70.02 ADMINISTRATION

70.02.010 Administration

70.02.020 Social Media Manager Duties

70.02.030 Designation of Social Media Agents

70.02.040 Social Media Agent Duties

70.02.050 Account Management

70.02.060 Account Security

70.02.070 Records Management

70.02.080 Notice of Policy on Platforms

70.02.010 Administration

The provisions of this Policy shall be administered, interpreted, and enforced by the Social Media Manager.

70.02.020 Social Media Manager Duties

In administering this Policy, the Social Media Manager should:

- (a) Define and reinforce City brand standards for all social media channels.
- (b) Work with the City Manager to evaluate and make final determinations and recommendations for all social media channels, including requests to create new, deactivate old, and/or consolidate existing City Social Media Accounts.
- (c) Work with the City Recorder to ensure all content on authorized and official City Accounts is properly and regularly archived and maintained in accordance with the provisions of this Policy and the Government Records Access and Management Act.
- (d) Ensure an electronic copy or link to this Policy, and other Terms of Use and Disclaimers set forth herein, are posted on the City website and on all City Social Media Accounts in accordance with Section 70.02.080 (Notice of Policy on Platforms) of this Policy.
- (e) Work with City departments to coordinate social media strategies, tactics, and campaigns for public engagement, programs, and events.
- (f) Stay up to date on emerging and industry best practices and provide resources and training materials to Social Media Agents and City employees, officers, and elected officials, when necessary.

- (g) Set standards, metrics, and benchmarking to measure effectiveness of social media efforts.
- (h) Serve as a resource to City departments, including providing resources, answers to questions, and support as it relates to this Social Media Policy and social media practices.
- (i) Recommend updates to this Social Media Policy and other related policies as needed.

70.02.030 Designation of Social Media Agents

Social Media Agents shall be designated in writing by the Social Media Manager. Such designation should include scope of authority and the specific City Social Media Accounts on which the Social Media Agent is authorized to post.

70.02.040 Social Media Agent Duties

Social Media Agents are authorized to post content to City Social Media Accounts as approved by the Social Media Manager. All posting of content and management of City Social Media Accounts shall comply with the specific authority granted to the Social Media Agent and shall be conducted in accordance with applicable provisions of this Policy.

As part of designated duties, The Social Media Agents should:

- (a) Post content to authorized accounts as appropriate.
- (b) Monitor authorized accounts for questions from residents, questions about the City or department that should be addressed, and other potential issues to the extent possible.
- (c) Respond to questions for information within a reasonable time.
- (d) Regularly track the effectiveness of posts and pages and adjust social media strategy as needed.
- (e) Uphold brand standards and values when posting content.
- (f) Work with the Social Media Manager to develop, enhance, and use best practices for social media.
- (g) Provide the Social Media Manager with any changes made to City Social Media Accounts and login information.
- (h) Work with the City Recorder to ensure the retention of all public records on authorized City Social Media Accounts in accordance with the provisions of this Policy and the Government Records Access and Management Act.
- (i) Work with the Social Media Manager and the IT Specialist to ensure proper measures are in place to protect social media security in accordance with applicable provisions of this Policy.

As part of designated duties, Social Media Agents should not:

- (j) Edit, hide, or delete posts or comments on City Social Media Accounts unless specifically permitted to do so in this Policy or specifically directed or authorized to do so by the Social Media Manager or the City Manager.
- (k) Engage in arguments with members of the public on City Social Media Accounts.
- (l) Comment on or answer questions on behalf of the City or comments regarding City Business on third-party websites or platforms. Condolence comments may be allowed if approved by the Social Media Manager.
- (m) Post content that promotes, advertises, or endorses commercial businesses, services, entities, or products on City Social Media Accounts unless specifically permitted to do so in this Policy or specifically directed or authorized to do so by the Social Media Manager or City Manager.

70.02.050 Account Management

The Social Media Manager shall maintain a list of authorized and official City Social Media Accounts and Social Media Agents. For each City Social Media Account, the Social Media Manager shall retain login information and administrative privileges for security, archiving, and emergency purposes.

70.02.060 Account Security

The Social Media Manager should work with the IT Specialist to ensure appropriate social media security measures are in place for all City Social Media Accounts. Such security measures and practices may include, but are not limited to, enabling multi-factor authentication when possible, changing passwords often, changing passwords immediately if Social Media Agents are removed from authorization or City employment, changing passwords immediately if an authorized account has, or is suspected of being, compromised.

70.02.070 Records Management

Any content created or maintained on City Social Media Accounts or Elected Official Accounts, including communications posted by the City, its officers, employees, and representatives, and communications posted or received from citizens or users, is a public record. The City is responsible for maintaining such records in accordance with the Utah Government Records Access and Management Act (“Government Records Act”), as set forth in Utah Code § 63G-2-101, et seq. Comments, communications, and postings on City Social Media Accounts will be retained and are subject to disclosure in accordance with applicable provisions of the

Government Records Act. The City Recorder shall be responsible for government records management of social media records in accordance with applicable provisions of this Policy and State law. Social media records management and retention shall comply with applicable provisions of Chapter 70.11 (Government Records Access and Management Act).

70.02.080 Notice of Policy on Platforms

An electronic copy or link to this Policy and the Terms of Use and Disclaimers set forth herein, shall be posted on the City website and on all City Social Media Accounts.

70.03 CITY SOCIAL MEDIA ACCOUNTS

- 70.03.010 City Social Media Accounts**
- 70.03.020 Uniform Design and Branding**
- 70.03.030 Existing City Accounts**
- 70.03.040 New City Accounts**
- 70.03.050 Social Media Action Plan**
- 70.03.060 Authority to Post Content**
- 70.03.070 Mandatory Training Prior to Access**
- 70.03.080 Content and Posting Goals**
- 70.03.090 Content and Posting Guidelines**
- 70.03.100 Posting Restrictions**
- 70.03.110 Editing City Content**
- 70.03.1210 Records Retention**
- 70.03.1320 City Ownership**

70.03.010 City Social Media Accounts

The City may create and use social media accounts or platforms for disseminating information about City Business. Any such accounts or platforms shall be subject to the rules and regulations set forth in this Policy.

70.03.020 Uniform Design and Branding

All City Social Media Accounts shall bear the official title of Clearfield City and the relevant City department, committee, or organization for which the account is maintained. All City Social Media Accounts shall be created with a similar design and branding theme to make user interface with City platforms consistent and recognizable. The Social Media Manager shall be responsible for social media design, approval, and criteria requirements.

70.03.030 Existing City Accounts

The City has certain existing social media accounts, including, but not limited to, the City, Police Department, and Parks and Recreation Facebook accounts, the City and Police Department Twitter account, the City Instagram account, and the City YouTube Channel. The Social Media Manager should create a Social Media Action Plan as set forth in Section 70.03.050 (Social Media Action Plan), of this Policy, for all existing City Social Media Accounts-

After the time of adoption, all current city social media pages must prepare a Social Media Action Plan as if it was a new account to determine the continued adoption or discontinuation of accounts within one month of notification. The Social Media Manager shall provide the Social Media Action Plan along with a written recommendation regarding the proposed continuation of City Account to the City Manager. The City Manager shall review the Social Media Action Plan and recommendation from the Social Media Manager and determine if the existing City Account should be continued. All existing City Social Media Accounts must also give the Social Media Manager access and login information within one month after the adoption of the policy. Existing accounts may be subject to audits to determine continued feasibility of accounts.

70.03.040 New City Accounts

The creation of a new City Social Media Account must be approved by the City Manager. No other employee, officer, department head, or agent is authorized to create a new City Social Media Account. Any employee, officer, elected official, department head, or authorized agent requesting the creation of a new City Social Media Account shall submit a written request to the Social Media Manager along with a proposed Social Media Action Plan that addresses key questions. The Social Media Manager shall review and finalize the Social Media Action Plan for the proposed new City Account in accordance with Section 70.03.050 (Social Media Action Plan). The Social Media Manager shall provide the Social Media Action Plan along with a written recommendation regarding the proposed new City Account to the City Manager. The City Manager shall review the Social Media Action Plan and recommendation from the Social Media Manager and determine if the new City Account should be approved. If the City Manager approves the creation of the new City Account, the Social Media Manager shall create and manage the new City Account in accordance with the applicable provisions of this Policy. The City Manager may put conditions on approvals, such as an annual audit or a 6-month lifespan to determine feasibility.

70.03.050 Social Media Action Plan

Any employee, officer, elected official, department head, or authorized agent requesting the creation of a new City Account shall work with the Social Media Manager to complete a Social

Media Action Plan that addresses key questions. If the Social Media Manager is proposing or initiating a new City Account, the Social Media Manager shall prepare the Social Media Action Plan for the new account. The Social Media Action Plan shall include at least the following:

- (a) Overall purpose for the account and its social media strategy.
- (b) Description of why the account is needed and how it differs from existing social media channels.
- (c) Target audience, including an explanation for how no existing channel reaches or includes that audience.
- (d) Gaps in existing communication channels that will be filled by the new account.
- (e) Resources and staff time needed to create and maintain the account.
- (f) How the public records created by the account will be accessed and retained in accordance with the Government Records Act.
- (g) Brief summary of the success metrics and monitoring for the account.
- (h) The primary employee or Social Media Agent responsible for content and management of the account, along with a list of all other agents allowed on the page.

70.03.060 Authority to Post Content

Only authorized Social Media Agents of the City are authorized to and responsible for posting content to City Social Media Accounts. Any posting of content to official accounts shall comply with all applicable provisions of this Policy, including, but not limited to, the training, posting, and content creation provisions set forth herein.

70.03.070 Mandatory Training Prior to Access

Prior to gaining access to posting or editing access to a City Social Media Account, the City employee, officer, or elected official must complete training on this Policy and social media best practices. The Social Media Manager shall create a curriculum for and monitor completion of such training by authorized agents prior to obtaining access to City Accounts.

70.03.080 Content and Posting Goals

The City recognizes and establishes the following goals as they relate to creation of official City social media content and posts.

- (a) Increase public awareness of Clearfield City's vision, mission, services, events, and programs.

- (b) Build trust by enhancing transparency and accessibility of messages and communications.
- (c) Encourage residents to participate in City programs, public meetings, and events.
- (d) Develop affinity for the City brand by building new and existing relationships with residents.
- (e) Disseminate information regarding public safety issues or events.

70.03.090 Content and Posting Guidelines

Social media content for City Social Media Accounts shall be interpreted to include any and all information posted through words, pictures, graphics, videos, and links. When creating and posting social media content on City Accounts, authorized agents shall comply with the following guidelines.

- (a) Use a professional, succinct, and engaging tone of voice.
- (b) Include a visual element to accompany text when appropriate.
- (c) Use content that complies with the City’s brand standards, mission, policies, and expectations.
- (d) Use custom City images, graphics, and videos over stock images to the extent possible.
- (e) Obtain written permission or release for use of stock images.
- (f) Comply with State open records and meetings laws.
- (g) Content should provide a link back to the City website to the extent possible.
- (h) Use approved City hashtags.

70.03.100 Content and Posting Restrictions

The follow restrictions apply for professional use of City Social Media Accounts.

- (a) Authorized agents are prohibited from posting any content to City Social Media Accounts that is hate-oriented, potentially libelous, attacking, plagiarized, copywritten, private information, or any content that violates section 70.05.090 Prohibited Public Comments.
- (b) Authorized agents shall not post any information that violates individual rights, including confidentiality and/or privacy rights and those provided under state, federal, or local laws.
- (c) Authorized agents shall not post any information that could compromise an ongoing investigation.
- (d) Authorized agents shall not post any information that could tend to compromise or damage the mission, function, reputation, or professionalism of the City or its employees.
- (e) Agents shall not post any information that could compromise the safety and security of city operations, employees of the City, or the public.
- (f) Agents shall not post any content posted for personal use.

- (g) Authorized agents shall restrict postings to the applicable account or department and area of expertise and provide account or department updates on relevant information, events, or activities.
- (h) Authorized agents must obtain prior approval from the Social Media Manager before posting any content that promotes, advertises, or endorses any commercial business, service, entity or product. Any approval for posting such information, advertisement, or endorsement must meet the third-party posting rules set forth in Chapter 70.04 (Third-Party Content Rules), of this Policy.
- (i) Social media posts on City Social Media Accounts that constitute a “limited public forum,” shall not be deleted or hidden unless such comments or posts meet one or more of the criteria established in the Public Comment Rules set forth in Chapter 70.05 (Public Comment Rules), of this Policy.
- (j) City posts on City Social Media Accounts shall not be edited except as otherwise provided in Chapter 70.05 (Public Comment), of this Policy, regarding posts that contain inaccurate or typographical or grammatical errors.
- (k) External consultants shall not be granted access to manage or post to City Accounts.

70.03.110 Editing City Content

Social Media Agents, including the Social Media Manager, are authorized to edit City social media content and posts on City Social Media Accounts when such posts or content contains inaccurate information, typographical or grammatical errors, private, protected, or controlled information, or content mistakenly posted to the wrong account. When edited, a comment should be noted as to how the post has been edited.

70.03.120 Records Retention

Comments, communications, and postings created through City Social Media Accounts are public records and shall be archived and retained by the City in accordance with Section 70.02.040 (Records Management), of this Policy, and Chapter 70.11 (Government Records Access and Management Act).

70.03.130 City Ownership of Content

All content created or posted on City Social Media Accounts belongs to Clearfield City and is considered a public record, pursuant to the Government Records Act. Posts, comments, replies, and messages, regardless of who created them, will be archived as provided herein. City

employees, officers, and elected officials may not retain official accounts or access to any official accounts in a personal capacity and/or after departing employment or position with the City.

70.04 THIRD-PARTY CONTENT RULES

70.04.010 Posting Third-Party Content

70.04.020 Governmental and Nonprofit Third-Party Content Criteria

70.04.030 Commercial Third-Party Content Criteria

70.04.0430 Prohibited Third-Party Content

70.04.010 Posting Third-Party Content

The primary purpose of City Social Media Accounts and usage is to provide information for citizens and the public regarding City Business. City social media postings and communication should primarily and substantially address City Business. Occasional posting of third-party content may be provided as approved by the Social Media Manager. Such determination by the Social Media Manager for posting or providing third-party content on City Social Media Accounts shall be based on the criteria set forth in this Chapter. If approved, the best practice for posting any third-party content is to share the information with a link to the third-party's webpage and to clearly define and direct it to an external contact.

70.04.020 Governmental or Nonprofit Third-Party Content Criteria

The Social Media Manager, or designee, may post and/or provide information or advertising on City Social Media Accounts for upcoming governmental, nonprofit, public safety, or public interest events, issues, projects, programs, or services that meet one or more of the following requirements:

- (a) The information is related to a governmental entity event, issue, project, program, public information, or service deemed to be in the public interest or related to public safety issues (such as providing information on water quality from the Weber Basin Water Conservancy District, sharing fire safety information from the North Davis Fire District, or providing public safety information from the Utah Department of Emergency Management);
- (b) The information is related to a governmental entity or nonprofit corporation that receives financial support or cooperation from the City;
- (c) The information is related to a governmental entity or nonprofit corporation of which the City is a member or has a representative on the entity's board of directors (including, but not limited to the Mosquito Abatement District); or

- (d) The information is related to an event, issue, project, program, public information, or service deemed to be in the public interest (such as advertising a blood drive by the Red Cross, or advertising for the Jason W. Read Protect and Serve Foundation); or
- (e) The information is related to an event, project, program, or service sponsored or funded by a governmental entity (such as the Day of Service sponsored by the State of Utah).

70.04.030 Commercial Third-Party Content

Content that promotes, advertises, or endorses commercial businesses, entities, services, or products is not generally allowed to be posted on City Social Media Accounts. Such commercial content may be approved by the Social Media Manager in limited circumstances when such content meets one or more of the following requirements:

- (a) The content references certain businesses or entities solely for the purpose of acknowledging or recognizing certain donations or services provided to the City or donations or services deemed to be within the public interest (such as naming a specific business for donating materials for City project or naming a specific business for donating funds to support City event); or
- (b) The content is related to an event, issue, project, program, public information, or service deemed to be in the public interest (such as advertising for winter coat drive for Intermountain Health Care or advertising for community day of service event).
- (c) The content fits into Clearfield City's current social media goals and the goals of the city council and or city management (such as a decision from council to highlight new businesses).

70.04.040 Prohibited Third-party Content

No third-party content shall be posted on any City Social Media Account or platform that is political in nature or that involves any fund-raising event or information. Except as otherwise provided in Section 70.04.030 (Commercial Third-Party Content). No third-party content should promote, advertise, or endorse a particular business, entity, service, or product unless part of a specified communication campaign or as approved by the Social Media Manager.

70.05 PUBLIC COMMENT TERMS OF USE

- 70.05.010 Public Forum**
- 70.05.020 Limited Public Forum**
- 70.05.030 Government Speech**
- 70.05.040 Moderating Public Comments**
- 70.05.050 Retaining Public Comments**
- 70.05.060 Editing or Deleting Public Comments**
- 70.05.070 Hiding Public Comments**
- 70.05.080 Editing City Comments**
- 70.05.090 Prohibited Public Comments**
- 70.05.100 Procedure to Hide Public Comments**
- 70.05.110 Turning Off Comments**
- 70.05.120 Retention of Edited Records**
- 70.05.130 Notice of Public Comment Terms of Use**

70.05.010 Public Forum

Whether a City Social Media Account is considered a “public forum” subject to First Amendment free speech protection is a developing area of law and dependent on a number of criteria. It is likely that most City Social Media Accounts are not considered a traditional “public forum” for purposes of the First Amendment. A traditional “public forum” is subject to the highest level of scrutiny and the greatest protections for free speech. However, if a City Social Media Account allows public comment or interaction with the City or other members of the public, the City Social Media Account or platform may constitute a “limited public forum” subject to constitutional free speech protections. See, Section 70.05.020 (Limited Public Forum), of this Policy.

70.05.020 Limited Public Forum

If a City Social Media Account or platform allows public comment or interaction with the City or other members of the public, the account or platform may constitute a “limited public forum” subject to First Amendment free speech protections. As a limited public forum, the City can

restrict or limit certain speech such as obscene content or hateful speech, but there are limitations on editing or removing relevant but unfavorable public comments on City Social Media Accounts. Given these restrictions, if a City Social Media Account is considered to be a “limited public forum,” public comments on the account must be retained and unedited, except as otherwise provided herein and as allowed by law. The retention and editing of any public comments or interactions with the City on City Social Media Accounts shall be subject to the terms and conditions of this Chapter.

70.05.030 Government Speech

If the City Account does not allow public comment or interaction with the City or other members of the public, the account or platform may be considered “government speech” which is not subject to First Amendment free speech protections. To be considered “government speech,” the City must have complete control over the message and the account or platform cannot have any kind of “chat room,” “bulletin board,” or other public comment section or platform where private viewers can express opinions or post information or questions. If the account or platform is considered “government speech,” the City need not allow opposing viewpoints.

70.05.040 Moderating Public Comments

The moderating, retention, and editing of any public comments on City Social Media Accounts that are considered to be a “limited public forum” shall be subject to the following public comment moderation, retention, and editing guidelines. The Social Media Manager shall designate which accounts are limited public forums subject to the provisions of this Chapter. Except as otherwise provided herein, only the Social Media Manager can edit, hide, or remove public comments on a City Social Media Account that is considered a “limited public forum.”

70.05.050 Retaining Public Comments

City Social Media Accounts that encourage the exchange of ideas and information by allowing users to voice their opinions and ask questions inevitably result in some comments made on City Social Media Accounts that may be negative or unsavory. If comments are in context to the conversation and are not otherwise prohibited content as set forth in Section 70.05.090 (Prohibited Public Comments), of this Policy, the comments should remain visible, regardless of whether their content is favorable or unfavorable towards the City. Such public comments shall also be retained as public records in accordance with the Government Records Act and Section 70.02.040 (Records Management) of this Policy.

70.05.060 Editing or Deleting Public Comments

Social Media Agents, including the Social Media Manager, shall not edit or delete public comments on City Social Media Accounts that are considered a “limited public forum.” If such comments meet the criteria for prohibited public comments under Section 70.05.090 (Prohibited Public Comments), of this Policy, the comments should be hidden rather than edited or deleted. An exception may be made for spam or malware comments or posts that constitute a threat to the City’s cyber security and/or network systems.

70.05.070 Hiding Public Comments

In social media litigation, the courts have held that deleting and hiding public comments on a “limited public forum” are the same. Therefore, caution must be used when hiding any public comments on City Social Media Accounts that constitute a “limited public forum.” Social Media Agents, including the Social Media Manager, may only hide public comments on City Social Media Accounts that constitute a “limited public forum” when such comments meet the criteria for prohibited comments under Section 70.05.090 (Prohibited Public Comments), of this Policy. When possible, Social Media Agents should consult with the Social Media Manager before hiding comments on City Accounts that constitute a “limited public forum.” When time is of the essence, such as content that contains an obscenity, promotes illegal activity, or constitutes malware, Social Media Agents may immediately hide such content. In such cases, the Social Media Agent shall notify the Social Media Manager within 24 hours that the content was hidden and for what reason.

70.05.080 Editing City Content

Social Media Agents, including the Social Media Manager, are authorized to edit City social media content and posts on City Accounts in accordance with Section 70.03.110 (Editing City Content), of this Policy.

70.05.090 Prohibited Public Comments

For City Social Media Accounts that constitute a “limited public forum,” public comments may not include the following listed content. Social Media Agents are allowed to hide public comments when the comments contain one or more of the following listed content.

- (a) Obscenity: Any obscene, profane, or indecent utterance, act, sexual or non-sexual explicit content that strongly offends the prevalent morality of the time.
- (b) Defamation: Any statement or content constituting defamation which requires the statement must be false, an assertion of fact, and cause damage.
- (c) Threats: Any communicated intent to inflict harm or loss in another that is usually very specific.
- (d) Fraud. Any content that commits or attempts to commit a fraud on any person or entity or encourages others to commit fraud.
- (e) Discrimination: Any content that promotes, fosters, or perpetuates discrimination based on race, creed, color, age, religion, gender, marital status, status regarding public assistance, national origin, physical or mental disability, or sexual orientation, including any content that encourages or promotes discriminatory government employment or hiring practices.
- (f) Illegal Activities: Committing a crime, attempting to commit a crime, or encouraging others to commit a crime.
- (g) Spam: Any content not topically related to the particular social media post article being commented upon, including random or unintelligible comments.
- (h) Commercial Solicitation. Any content related to commercial solicitation or advertisement.
- (i) Malware: Any content or links to malware.
- (j) Copyright: Any content or material that infringes on a copyright.
- (k) Personally Identifiable Information: Any personally identifiable information such as home addresses, social security numbers, driver license numbers, etc.

70.05.100 Procedure to Hide Public Comments

If a public comment meets any of the criteria above the following steps must be taken:

- (a) The Social Media Agent or Social Media Manager will search for the comment on the City’s social media retention software or records to make sure the record and metadata has been retained as a public record.
- (b) The Social Media Agent or Social Media Manager will privately message the comment’s author to inform them that the comment in question is being hidden. Here is an example:
 - a. “We are reaching out to let you know that your comment made on [Authorized Account Name]’s post about [topic] has been removed for violating Clearfield City’s Social Media Terms of Use. These Terms of Use can be found through [the link in our profile bio/the About section of our page] and are also posted on the City website: [insert link]. Your comment is considered a public record, pursuant

to the Utah Government Records Access and Management Act (“GRAMA”). Though it is no longer visible to other social media users, the comment and its metadata have been properly archived in compliance with Utah GRAMA standards.”

- (c) The Social Media Agent or Social Media Manager will hide the comment (not delete it).
- (d) If the Social Media Manager was not consulted prior to hiding the comment due to circumstances, the Social Media Agent should notify the Social Media Manager within 24 hours.

70.05.110 Turning Off Comments

Some third-party social media platforms allow administrators to turn off a post’s comments entirely. Social Media Agents may disable comments for certain posts if such comments are disabled immediately at the time of posting. Social Media Agents must consult with the Social Media Manager prior to creating a post that if they want to turn off comments after the posting.

70.05.120 Retention of Edited Records

Any edits made to posted content and comments as provided herein, including any comments that are removed by the City due to inappropriate content, shall be retained in accordance with applicable provisions of the Government Records Act and Section 70.02.040 (Records Management), of this Policy.

70.05.130 Notice of Public Comment Terms of Use

The Social Media Manager shall ensure that a copy or link to Clearfield City’s Social Media Terms of Use is posted and accessible to the public on each City Social Media Account that is considered a “limited public forum.”

70.06 SOCIAL MEDIA TERMS OF USE

70.06.010 Scope

70.06.020 Accuracy Disclaimer

70.06.030 Public Records Disclaimer

70.06.040 Ownership of Content

70.06.050 Third-party Privacy Policies

70.06.060 Notice of Terms of Use

70.06.070 Terms of Use

70.06.010 Scope

Any person commenting, posting, following, sharing, or otherwise using any City Social Media Account shall be subject to the City’s Social Media Policy and the Social Media Terms of Use (“Terms of Use”) as more particularly set forth herein.

70.06.020 Accuracy Disclaimer

The City, its employees, departments, and elected officials use City Social Media Accounts, including online engagement tools such as websites, social media, Twitter, and YouTube, as a public service to provide information about matters of public interest in the City. The City assumes no liability for any inaccuracies in these posts and does not guarantee that the information shared on these platforms will be uninterrupted or error-free.

70.06.030 Public Records Disclaimer

City Social Media Accounts are subject to applicable public records laws. Any content maintained in a social media format related to City Business, including communications posted by the City and communications posted or received from citizens or users is a public record. The City is responsible for maintaining such records in accordance with the Government Records Act. Any user must be aware that their comments, communications, and postings on City Social Media Accounts will be retained and may be shared with others, including disclosure in response to a government records request, even if those communications are moderated, later deleted or hidden.

70.06.040 Ownership of Content

All content created or posted (e.g., posts, comments, replies, and messages) on City Social Media Accounts belongs to Clearfield City and is considered a public record subject to retention and maintenance in accordance with the Government Records Act and the City's Social Media Policy.

70.06.050 Third-Party Privacy Policies

Third-party social media platforms (e.g., Facebook, Twitter, Instagram) have their own privacy policies. Users of City Social Media Accounts that use third-party platforms, such as Facebook and Twitter, should refer to the privacy policies of such social media platforms for more information as users are no longer on a City website and are subject to the privacy policy and conditions of that website or social media platform.

70.06.060 Notice of Terms of Use

The Social Media Manager shall ensure that a copy or link to the City's Social Media Terms of Use is posted and accessible to the public on each City Social Media Account. It is recommended to include a link to such policies in the "About" section of each City Social Media Account or social networking profile that directs visitors to a page containing these policies.

70.06.070 Terms of Use

Any individual or user who accesses any online platform utilized by Clearfield City agrees they have read, understand, and accept, without limitations, the provisions of this Chapter and the Terms of Use set forth herein. The City's Terms of Use are in addition to those upheld by the social media platforms.

70.08 PERSONAL SOCIAL MEDIA ACCOUNTS

The City recognizes the employee's right to create and use personal social media accounts and to exercise the employees constitutionally protected First Amendment free speech rights to the extent protected by law. Any use of such Personal Social Media Accounts shall be subject to the Local Government Use of Social Media Policy 202.

70.11 GOVERNMENT RECORDS ACCESS AND MANAGEMENT ACT

70.11.010 Retention of City Social Media Accounts and Posts

70.11.020 Notice of New City Social Media Accounts

70.11.030 Retention of Personal Social Media Accounts or Posts

70.11.040 Responding to Records Requests

70.11.050 Responding to Discovery Requests

70.11.010 Retention of City Social Media Accounts and Posts

City Social Media Accounts and posts, including public comments, create and constitute a government record under the Government Records Act. Clearfield City must retain and maintain social media records in accordance with the Government Records Act. The City retains and maintains social media records by contracting with third-party social media public records capture services. This records retention program is managed by the City Recorder in accordance with Section 70.02.040 (Records Management), of this Policy.

70.11.20 Notice of New Accounts

The Social Media Manager shall notify the City Recorder of the creation of any new City Social Media Account. The Social Media Manager shall notify the contracted third-party so the account can be added to the list of accounts to be monitored and retained by the social media records capture services contractor.

70.11.030 Retention of Personal Social Media Accounts or Posts

Under most circumstance, Personal Social Media Accounts or posts are not considered public records and the City does not retain or maintain records created by Personal Social Media Accounts or posts. Personal Social Media Accounts, including campaign accounts or posts should not be used to create a public record. In order to avoid the creation of a public record, the use of Personal Social Media Accounts should not be used to conduct City Business or to otherwise comment in the official capacity of the City employee, officer, elected official, or member of official City commissions. However, such Personal Accounts may still be subject to discovery or court proceedings. See, Section 70.08.070 (Public Records and Discovery), of this Policy, regarding discovery rules.

70.11.040 Responding to Records Requests

Since social media content is considered a public record, such records should be included in response to broadly worded government records request, such as “all notifications of street closures,” or “all emails and communications regarding proposed cemetery regulations.”

70.11.050 Responding to Discovery Requests

Social media content is increasingly requested during litigation. Failure to produce social media records in response to discovery request may result in sanctions, fines, and compromised legal position.

70.12 LEGAL PROVISIONS

70.12.010 Confidentiality

70.12.030 Legal Liability

70.12.040 Personal Liability

70.12.050 Privacy Policy

70.12.060 Amendments

70.12.070 Governing Law

70.12.010 Confidentiality

Confidential City information must not be shared on any social media channel. This includes information subject to copyrights and other licensing agreements, contract evaluations prior to award, attorney-client privileged matters, and any other information that is exempt from disclosure as private, protected, or controlled under the Government Records Act. City employees shall not divulge confidential City information on any social media account or page, whether as a City employee, authorized agent, or private citizen.

70.12.030 Legal Liability

All authorized agents and Clearfield City employees must recognize that they and the City may be liable for anything written or posted online including, but not limited to, commentary, content, or images that are defamatory, pornographic, confidential, proprietary, harassing, libelous, in violation of copyright laws, or that create a hostile work environment.

70.12.040 Privacy Policy

There is no expectation of privacy with social media comments or postings on City Social Media Accounts or when using City devices, networks, or systems. Clearfield City reserves the right to monitor the use of its accounts, devices, and networks and to retrieve, manage, and retain all social media comments and postings on City Accounts or social media activity when using City devices, networks, or systems.

70.12.050 Amendments

The City reserves the right to unilaterally alter, amend, except, or revoke any policy, practice, or procedure set forth herein in its sole discretion. The Social Media Manager shall be responsible for compiling and maintaining an updated version of this Social Media Policy and notifying applicable employees, officers, elected officials, and members of boards and committees of any updates hereto.

70.12.060 Governing Law

The policies and procedures set forth in this Social Media Policy are subject to compliance with all State and Federal laws and regulations applicable to the City and its employees, officers, elected officials, and members of boards and committees. In the event of conflict between the provisions of this Social Media Policy and any State or Federal laws or regulations, such State and Federal laws and regulations shall govern.

70.13 ENFORCEMENT

70.13.010 Employee Violations

70.13.030 User Violations

70.13.040 Government Records Violations

70.13.010 Employee Violations

An employee who violates the terms and conditions of this Policy may be subject to disciplinary action, up to and including termination. Authorized access to any City Social Media Accounts may be temporarily or permanently restricted or prohibited. Any violation of State law as referenced herein may be subject to civil or criminal enforcement in accordance with applicable provisions of law.

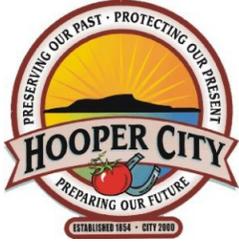
70.13.030 User Violations

Any user who violates the terms and conditions of this Policy and/or the Terms of Use and Public Comment Policy set forth herein, may be restricted or prohibited from using and/or posting content to City Social Media Accounts. Any violation of State law as referenced herein may be subject to civil or criminal enforcement in accordance with applicable provisions of law.

70.13.040 Government Records Violations

Any employee, officer, or other person who has lawful access to any private, controlled, or protected government record under the Government Records Act, and who intentionally discloses, provides a copy of, or improperly uses a private, controlled, or protected record knowing that the disclosure or use is prohibited may be guilty of a class B misdemeanor as more particularly provided in Utah Code.

§ 63G-2-801. A district court may issue an injunction against the City for any violation or proposed violation of the Government Records Act and assess against the City reasonable attorney fees and costs incurred by an appellant in connection with any judicial appeal in accordance with Utah Code § 63G-2-802.



**HOOPER CITY
CITY COUNCIL SPECIAL MEETING MINUTES
TUESDAY, JANUARY 27, 2026 6:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315**

The Hooper City Council held a special meeting at 6pm on January 27, 2026, at the Hooper City Civic Center located at 5580 W. 4600 S, Hooper, UT 84315.

COUNCIL MEMBERS PRESENT:

Sheri Bingham – Mayor
Dale Fowers – City Council
Ryan Hill – City Council
Larry Ropelato – City Council
Ray Hancock – City Council

COUNCIL MEMBERS EXCUSED:

David Craig – City Council

CITY STAFF & PLANNING COMMISSION PRESENT:

Darren Curtis – City Attorney
Morghan Yeoman – City Recorder
Cami Moss – City Treasurer
Jared Hancock – Public Works Director

6:00PM SPECIAL BUDGET MEETING

1. Meeting Called to Order – Mayor Bingham

At 6:00 pm Mayor Sheri Bingham called the meeting to order.

**COUNCIL MEMBER ROPELATO MOTIONED TO
OPEN UP TO PUBLIC COMMENT. COUNCIL
MEMBER HANCOCK SECONDED THE MOTION.
VOTING AS FOLLOWS:**

COUNCIL MEMBER:

HILL

FOWERS

ROPELATO

HANCOCK

MOTION PASSED.

VOTE:

AYE

AYE

AYE

AYE

2. Public Comments:

Natalie Zuech - Hooper Resident

Natalie requested that the council explain the reasons for removing Planning Commission members Amanda Prince and Sheldon Greener in detail so the public could comment.

Amber Kelso – Hooper Resident

Amber read a prepared statement defending Commissioners Prince and Greener, highlighting their dedication, thoroughness, and commitment. Amber noted Prince lost her election by only 49 votes and was very committed. Amber also spoke on Greener that he was levelheaded. Amber suggested the removal of the planning commissioners appeared retaliatory and urged council to reconsider.

Brent Odenwalder – Hooper Resident

Brent requested that public comment be included as a standard item on every meeting agenda going forward. Brent described the proposed removals as retaliatory and a purge and stated that Prince and Greener were highly qualified and urged the council to reconsider in the interest of unifying Hooper.

Staci Judkins – Hooper Resident

Staci questioned placing the removal motion on a budget meeting agenda and the late posting of the agenda. Staci suggested the timing and approach appeared retaliatory and reinforced concerns about predetermined outcomes rather than transparent leadership. Staci requested that the item be moved to a future meeting for adequate public notice and input.

Keith Lawson - Hooper Resident

Keith asked three questions Why these people? Why now? And Why this way?

Gene Larsen – Hooper Resident

Gene supported the change and stated that he had been appointed to a one-year term ending December 31, 2025. Gene expressed that change is needed to start fresh.

Jake Kelso – Hooper Resident

Jake asked if the new council understood their new role. Jake emphasized checks and balances rather than following the mayor's preferences. Jake

stated the decision lacked support from at least four Planning commissioners and two long serving council members and described the removals as unfortunate given Prince's and Greener's long term involvement.

Andrew Warwood – Hooper Resident

Andrew raised a separate concern about speed limit enforcement on 5500 S and 4700 S, noting inconsistent enforcement, tailgating, and differences with West Haven's portions of the road. Andrew suggested revisiting the speed limits and coordinating with West Haven.

Mayor Sheri Bingham stated that there is index cards on the table for those with questions and that they can be addressed to specific council members to be answered.

Council Member Fowers read off emails received from the public.

Pat Grieco – Hooper Resident

Pat spoke about in his statement the dedication and experience commissioner Prince and Greener have and questioned if anyone has experience on the planning commission now. Pat stated his disappointment that they couldn't get past the personal issues for the benefit of the city.

Blake Cevering – Hooper Resident

Blake spoke on the reasoning behind the removal of Planning Commissioners Prince and Greener if it was really about their terms limit then he should have been on the chopping block as well and does not believe that is the reason for the removal.

3. Action Items.

- a. Motion: Approval of the removal of Planning Commission Member; Amanda Prince and Sheldon Greener.

Council Member Ryan Hill spoke on how this meeting should have been a Budget meeting and asked the urgency. Council Member Hill questioned the date of the ordinance stating it took place right after vote of Thursdays meeting. Hill also questioned removing two commissioners would drop it to 4 which contradicts a recent agreement. Council Member Hill stated the timeline of previous meeting votes and stated his disapproval of council members contacting planning commissioners asking to resign privately and strongly advised not to speak for the entire council.

Council Member Fowers commented that after the closed door meeting a decision was made to vote planning commissioners off.

Council Member Hancock commented on Council Member Craig being accused of events. Craig stated that there is a need for a functioning planning commission.

Council Member Ropelato commented that he does not believe that planning commission can work together.

COUNCIL MEMBER ROPELATO MOTIONED TO REMOVE PLANNING COMMISSIONERS AMANDA PRINCE AND SHELDON GREENER. COUNCIL MEMBER HANCOCK SECONDED THE MOTION.

VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
HILL	NAY
FOWERS	NAY
ROPELATO	AYE
HANCOCK	AYE
BINGHAM	AYE

MOTION PASSED. (ROLL CALL)

4. Discussion:

a. FY 27 Budget

Cami Moss, the city treasurer, Council, and staff held a discussion of the FY27 budget. Cami Moss, the city treasurer, presented an overview of key funds including the general fund, the road, sewer, storm water, and capital project funds. Cami presented summary sheets showing revenues, expenditures, percentages collected, and year-to-date progress.

5. Adjournment

AT APPROXIMATELY 8:08 PM COUNCIL MEMBER ROPELATO MOVED TO ADJOURN THE MEETING. COUNCIL MEMBER FOWERS SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE

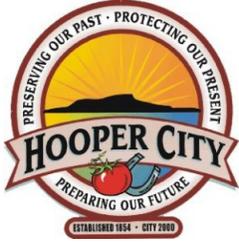
ROPELATO
HANCOCK
MOTION PASSED.

AYE
AYE

Date Approved: _____

Jamee Johnston, Deputy City Recorder

DRAFT



HOOPER CITY
CITY COUNCIL MEETING MINUTES
THURSDAY, FEBRUARY 05, 2026 7:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315

The Hooper City Council held a work session at 6:00pm and their regular meeting at 7pm on February 05, 2026, at the Hooper City Civic Center located at 5580 W. 4600 S, Hooper, UT 84315.

COUNCIL MEMBERS PRESENT:

Dale Fowers – City Council
Larry Ropelato – City Council
Ray Hancock – City Council
David Craig – City Council
Ryan Hill – City Council

COUNCIL MEMBERS EXCUSED:

Sheri Bingham – Mayor- ZOOM

CITY STAFF & PLANNING COMMISSION PRESENT:

Darren Curtis – City Attorney
Jamee Johnston – Deputy City Recorder
Malcolm Jenkins- City Planner

6:00PM WORK MEETING

1. Discussion on Agenda Items

At 6:00pm the City Council held a work meeting. Madison Aviles from Wasatch Front Regional Council presented Moderate Income Housing the current city strategies as well as looking at future strategies for Moderate Income Housing. The City Council also discussed future sewer options, council assignments reports, and briefly on reading letters from citizens during council meetings.

7:00PM REGULAR MEETING

1. Meeting Called to Order – Council Member David Craig

At 7:00 pm Council Member Craig called the meeting to order.

2. Opening Ceremony

a. Pledge of Allegiance

Council Member Craig led in the Pledge of Allegiance.

b. Reverence

Council Member Hancock offered reverence.

3. Upcoming Events

- a) Council Member Craig announced the Hooper City Newsletter, and the upcoming cemetery clean up on the first Monday of March.
- b) Council Member Craig announced the group named Battle Forge will be at Hill Air Force Base on February 28th from 4pm-10pm and that it is free to attend.

4. Public Comments

Bruce Taylor – Hooper Resident

Bruce Taylor addressed the Council, expressing concerns about the recent city council meeting and being able to speak at it and that he does not agree with what happened at the meeting. Bruce spoke on employee turnover, division in the community, and recent personnel actions. Bruce suggested that Mayor Bingham and Council member Dale Fowers consider resigning and that Council Member Craig be appointed mayor to provide fresh leadership.

5. Consent Items

- a) Motion- Approval of Minutes dated January 08, 2026.
With changes to the last votes Council Member Craig’s zoom call dropped and did not vote.

COUNCIL MEMBER HILL MOTIONED TO APPROVE THE MINUTES DATED JANUARY 08, 2026, WITH CHANGES. COUNCIL MEMBER FOWERS SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE
ROPELATO	AYE
HANCOCK	AYE
CRAIG	AYE
HILL	AYE

MOTION PASSED.

- b) Motion – Approval of Minutes dated January 22, 2026.
With Changes to the last votes council hill was not present.

COUNCIL MEMBER HILL MOTIONED TO APPROVE THE MINUTES DATED JANUARY 22, 2026,

**WITH CHANGES. COUNCIL MEMBER FOWERS
SECONDED THE MOTION. VOTING AS FOLLOWS:**

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE
ROPELATO	AYE
HANCOCK	AYE
CRAIG	AYE
HILL	AYE

MOTION PASSED.

6. Public Hearings

None

7. Discussion Items, Reports, and/or Presentations:

None

8. Action Items.

a. Motion: Approval of HL Parker extension request.

Malcolm, the city planner, explained the HL Parker subdivision extension and that it has gone through the planning commission.

Chris – via Zoom spoke on why his extension has taken so long and spoke on the timeline of his development and assured that he would complete the development with this extension.

Council had discussion regarding what is remaining in the development.

**COUNCIL MEMBER HANCOCK MOTIONED TO
APPROVE THE HL PARKER EXTENSION FOR ONE
YEAR TO THE DATE OCTOBER 15, 2026. COUNCIL
MEMBER FOWERS SECONDED THE MOTION.
VOTING AS FOLLOWS:**

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE
ROPELATO	AYE
HANCOCK	AYE
CRAIG	AYE
HILL	AYE

MOTION PASSED.

b. Motion: Approval of City Council 2026 Schedule.

Council reviewed the proposed 2026 meeting schedule. Discussion on the proposed possible meeting by council. The city attorney advised they would be out of code if they approved the proposed possible meeting schedule.

COUNCIL MEMBER HILL MOTIONED TO APPROVE THE 2026 CITY COUNCIL SCHEDULE, REMOVING THE POSSIBLE COUNCIL MEETING SO THAT ALL LISTED DATES REMAIN SCHEDULED MEETINGS. COUNCIL MEMBER ROPELATO SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE
ROPELATO	AYE
HANCOCK	AYE
CRAIG	AYE
HILL	AYE

MOTION PASSED.

- c. Appointment of Planning Commission member Tucker Weight and appointment of Planning Commission Alternate Nathan Denny.

Council Member Ropelato reported on the interview process.

Tucker Weight and Nathan Denny introduced themselves and expressed their desire to contribute to Hooper City.

COUNCIL MEMBER ROPELATO MOTIONED TO APPOINT TUCKER WEIGHT AS A PLANNING COMMISSION MEMBER. COUNCIL MEMBER HANCOCK SECONDED THE MOTION. VOTING AS FOLLOWS:

<u>COUNCIL MEMBER:</u>	<u>VOTE:</u>
FOWERS	AYE
ROPELATO	AYE
HANCOCK	AYE
CRAIG	AYE
HILL	NAY

MOTION PASSED.

COUNCIL MEMBER ROPELATO MOTIONED TO APPOINT NATHAN DENNY AS PLANNING COMMISSION ALTERNATE. COUNCIL MEMBER FOWERS SECONDED THE MOTION. VOTING AS

FOLLOWS:

COUNCIL MEMBER:

VOTE:

FOWERS

AYE

ROPELATO

AYE

HANCOCK

AYE

CRAIG

AYE

HILL

NAY

MOTION PASSED.

The Deputy City Recorder, Jamee Johnston, sworn in Planning Commission Member Tucker Weight and Planning Commission Alternate Nathan Denny.

9. Possible Closed Meeting

Concerning Pending and Threatened Litigation; Pending of Real Property; Development of Security Personnel, Devices, or Systems and/or Character, Professional Competence, or Physical or Mental Health of One or More Individuals.

None

10. Adjournment

AT APPROXIMATELY 7:37 PM COUNCIL MEMBER ROPELATO MOVED TO ADJOURN THE MEETING. COUNCIL MEMBER HILL SECONDED THE MOTION. VOTING AS FOLLOWS:

COUNCIL MEMBER:

VOTE:

FOWERS

AYE

ROPELATO

AYE

HANCOCK

AYE

CRAIG

AYE

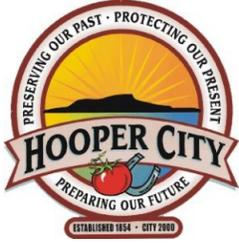
HILL

AYE

MOTION PASSED.

Date Approved: _____

Jamee Johnston, Deputy City Recorder



HOOPER CITY
CITY COUNCIL SPECIAL MEETING MINUTES
TUESDAY, FEBRUARY 19, 2026, 6:00PM
COUNCIL CHAMBERS
5580 W. 4600 S.
Hooper, UT 84315

The Hooper City Council held a special meeting at 6pm on January 27, 2026, at the Hooper City Civic Center located at 5580 W. 4600 S, Hooper, UT 84315.

COUNCIL MEMBERS PRESENT:

Sheri Bingham – Mayor
Dale Fowers – City Council
Ryan Hill – City Council
Larry Ropelato – City Council
Ray Hancock – City Council
David Craig – City Council

COUNCIL MEMBERS EXCUSED:

CITY STAFF & PLANNING COMMISSION PRESENT:

Darren Curtis – City Attorney
Morghan Yeoman – City Recorder
Charles Craeger – Weber County Lieutenant Sheriff
Malcolm Jenkins – City Planner

6:00PM Work Meeting

1. Discussion

a.) Rob Sant: Economic Development Policy

Rob went through the document provided in the packet and gave explanations through each topic. Discussion between City Council and Rob Sant on their desires for the policy, differences between PID's and CRA's, and working through the process for city council and planning commission roles.

b.) Open and Public Meeting Training; Darren Curtis; City Attorney

Darren Curtis gives training on open and public meetings training.

c.) Discussion of proposed goals, projects, and priorities for Hooper City in 2026 and the City's vision for supporting residents and community growth.

Mayor Bingham talks on the Master Plan of the West Hooper Sewer from 2022. Discussed and proposed the idea of gravity fed sewer to the West point lift station on 2425 N. Discussion between city council on what would be best for Hooper City and the development of the sewer for the residents.

Councilmember Craig talked about emergency preparedness and their progress on getting their trailer fitted for emergencies. Confirmed the monies that will be spent on the trailer upgrades to have it prepared for the upcoming events to show the community.

Councilmember Hill questioned the garbage services whether we are sticking with Waste Management or looking into Robinsons services.

d.) Other discussion items (If needed)

None

2. Adjournment @ 8:07 PM

Date Approved: _____

Jamee Johnston, Deputy City Recorder

ORDINANCE NO. []

AN ORDINANCE AMENDING TITLE 2, OF THE MUNICIPAL CODE OF HOOPER CITY, UTAH, AMENDING CHAPTER 5 AND ADDING CHAPTER 6 PERTAINING TO THE LEASING OF CITY-OWNED REAL PROPERTY

WHEREAS, the City Council of Hooper City, Utah, finds it necessary and appropriate to clarify and define the authority for purchasing, selling and leasing City-owned real property; and

WHEREAS, the City Council desires to ensure that purchases, sales and leases of real property are executed under consistent terms with proper City Council oversight; and

WHEREAS, the City Council has authority under Utah Code Ann. § 10-8-2 and Utah Code Ann. § 10-3b-303 and other applicable law to enact this Ordinance to shift powers from the Mayor to provide more City Council oversight over purchase, sales and leasing of real property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF HOOPER CITY, UTAH:

Section 1. Amendment of Municipal Code - DISPOSAL AND LEASING OF SURPLUS REAL PROPERTY

Hooper City Municipal Code Section 2-5-1, titled “DISPOSAL OF SURPLUS REAL PROPERTY,” is hereby amended to read as follows:

CHAPTER 5 DISPOSAL SURPLUS REAL PROPERTY

2-5-1 Real Property

2-5-2 Significant Parcels Of Real Property

2-5-3 All Other Parcels Of Real Property

2-5-4 Approved By Council And Record Keeping

2-5-5 City-Owned Real Property Sale and Purchase Limitations:

2-5-1 Real Property

The power to dispose of surplus real property owned by the City is vested in the Mayor and City Council, and shall be disposed of in accordance with the provisions of this Chapter.

- A. Real property may be disposed of by public auction, by listing with a licensed Realtor, by negotiation, by trade, by sealed bid, or as otherwise approved by the City Council after the property is declared surplus by the City Council. The Council may refuse any or all offers or bids for real property. Notice of the meeting of the City Council where real property is to be considered for a surplus declaration shall include mailed notice to all owners of real property located within 600 feet of the property to be declared surplus.

- B. A description of any real property for which an offer has been received or which the Mayor determines should be disposed of shall first be submitted to an appropriate authority for verification and approval of the description. Further action may not be taken on the sale of the property until the legal description has been verified by an appropriate authority.
- C. If the assessed value of the property as determined by the records of the Weber County Assessor's Office is less than \$10,000, then the property may be declared surplus and marketed without further determination of value. If the assessed value is greater than \$10,000, then an appraisal by a State certified appraiser shall be procured before the property is declared surplus and sold. An appraisal shall not be required if an appraisal on the property has been provided within the past twelve (12) months.

2-5-2 Significant Parcels Of Real Property

The disposition of a significant parcel of real property shall be made only with the approval of the City Council after a public hearing with notice as required herein.

- A. *Significant Parcel of Real Property.* Real property with a value in excess of \$50,000 or is more than 10 acres in area.
- B. The Council shall call and hold a public hearing concerning disposition of a significant parcel of real property which hearing may be at any special or regularly scheduled meeting of the Council, at which hearing all interested persons may appear and be heard. Public notice shall be given of the hearing, which shall contain the date, time and place thereof, a statement of the purpose of the hearing, and a description of the property or interest therein to be disposed of. Such notice shall be published at least once prior to the hearing in a newspaper of general circulation in the City, or by an alternate form of publication as allowed by law. The hearing shall be held not sooner than fourteen (14) days after the publication of the notice thereof.

2-5-3 All Other Parcels Of Real Property

The Mayor may dispose of all other parcels of real property (meaning those parcels not deemed to be significant) in any manner authorized in this Chapter. The sale or other transaction divesting the City of such real property shall be approved at a City Council meeting not less than fourteen (14) days after it has been declared surplus so that interested persons may submit comments regarding the disposition to the City.

2-5-4 Approved By Council And Record Keeping

- A. No disposition of real property shall be finalized until after the Council, at a regularly scheduled Council Meeting, shall have reviewed and approved the manner of disposition.
- B. The City Recorder shall maintain a permanent public record reflecting the description of the property sold or otherwise conveyed, an appraisal of the property or opinion of value letter if required by this ordinance, the manner of disposition, the consideration received by the City, the identity of the person to whom such property

was sold or otherwise disposed of, the date of the disposition, the date of approval by the Council, and the nature of the City's use of the property prior to disposition.

2-5-5 City-Owned Real Property Sale and Purchase Limitations

- A. Pursuant section 1-1-5 Rules of Ethical conduct of this Code and the Utah State Code Ann. § 10-3-1301 Utah Municipal Officers' and Employees' Ethics Act, the City shall not knowingly sell surplus real property to an elected officer, appointed officer, or municipal employee and it is strictly prohibited for any elected officer, appointed officer, or municipal employee of the city to purchase surplus city real property. This restriction includes any family member, "straw buyer," or entity/individual in which the elected officer, appointed officer, or municipal employee has a substantial interest.
- B. Absent evidence to the contrary, the general purchase of surplus city-owned real property from a third-party auction by an elected officer, appointed officer, or municipal employee is not considered a violation of this code or the Utah Municipal Officers' and Employees' Ethics Act. Utah State Code Ann. § 10-3-1301 et seq.

CHAPTER 6 LEASING OF REAL PROPERTY

2-6-1 Leasing Of Real Property

2-6-2 Approved By Council And Record Keeping

2-6-1 Leasing Of City Property

The Mayor, with approval of the Council may lease or sublease city property under conditions as are deemed desirable, fair, and appropriate, considering the intended land use and equivalent property tax value, and are in the best interest of the city.

2-6-2 Approved By Council And Record Keeping

- A. No lease of real property shall be finalized until after the Council, at a regularly scheduled Council Meeting, shall have reviewed and approved the lease.
- B. The City Recorder shall maintain a permanent public record reflecting the description of the property leased, the lease agreement, the consideration received by the City, the identity of the person to whom such property is leased to, the date of the lease, the date of approval by the Council, and the nature of the City's use of the property prior to the lease.

PASSED AND ADOPTED by the City Council of Hooper City, Utah, this [DAY] day of [MONTH], 2026.

Hooper City Council Members

Vote For or Against

Larry Ropelato

Dale Fowers

Ryan Hill

Ray Hancock

David Craig

Mayor Sheri Bingham

CHAPTER 5 DISPOSAL OF SURPLUS REAL PROPERTY

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