



## **CLINTON CITY COUNCIL AGENDA**

2267 N 1500 W Clinton, UT 84015

**March 10, 2026**

Live stream can be found on YouTube at [youtube.com/@ClintonCityUtah](https://youtube.com/@ClintonCityUtah)

**This meeting may be attended electronically by one or more members.**

**Mayor  
Marie Dougherty**

**City Council  
Spencer Arave  
Jennifer Christensen  
Chris Danson  
Adam Larsen  
Dane Searle**

### **7:00 PM REGULAR COUNCIL MEETING**

1. Pledge of Allegiance
2. Invocation – Councilmember Larsen
3. Roll Call
4. Police Department Oaths of Office for New Officers

### **PUBLIC INPUT**

*Any public member who wishes to address the Council will be allowed up to three minutes to make their presentation. According to the Utah State Code, the Council cannot vote on items not advertised on the agenda.*

### **BUSINESS**

1. Public Hearing, Recycling and Green Waste
2. RDA, SSSD, Motorpool Training

### **CONSENT ITEMS**

1. Resolution 10-26, UDOT Betterment Agreement Design of Sewer Line Improvements Associated With the SR-108 (2000 West Phase 2 North) Project
2. Approval of Minutes: February 24, 2026 City Council Work Session and City Council Meeting, February 28, 2026 Special City Council Work Session
3. Approval of Accounts Payable: February 2026

### **OTHER BUSINESS**

1. City Manager/Department Head Reports
2. Council Reports
3. Mayor's Report
4. Action Item Review

### **ADJOURN**

Dated this 3<sup>rd</sup> day of March 2026  
/s/Lisa Titensor, Clinton City Recorder

- **Supporting documentation for this agenda is posted on the Clinton City website at [www.clintoncity.com](http://www.clintoncity.com) and on the Utah Public Notice Website [www.utah.gov/pmn](http://www.utah.gov/pmn)**
- **In compliance with the American with Disabilities Act, individuals needing special accommodation (including auxiliary communicative aids and service) during the meeting should notify Lisa Titensor, City Recorder, at (801) 614-0700 at least 24 hours prior to the meeting.**
- **This meeting may involve electronic communications for some members of this public body. The anchor location for the meeting shall be the Clinton City Council Chambers at 2267 N 1500 W Clinton UT 84015. Elected Officials at remote locations may be connected to the meeting electronically to participate.**
- **Notice is hereby given that by motion of the Clinton City Council, pursuant to Utah State Code Title 52, Chapter 4 sections 204 & 205, the City Council may vote to hold a closed session for any of the purposes identified in that Chapter.**
- **The order of agenda items may change to accommodate the needs of the city council, staff and/or public**

# CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

<b>MEETING DATE:</b>	March 10, 2026		
<b>CONSENT AGENDA</b>		<b>BUSINESS AGENDA</b>	
<b>PETITIONER(S):</b>	Shawn Stoker		
<b>TYPE OF VOTE:</b>	<b>ROLL CALL</b>	NA	<b>VOICE</b>
<b>SUBJECT:</b>	Police Officer Oath of Office		

**FISCAL IMPACT:**

**SUMMARY:**

**Clinton City Police Department Oath of Office**

**RECOMMENDATION:**

**I respectfully recommend that the following individuals complete the Oath of Office, authorizing them to function as police officers in Clinton City. Both are lateral law enforcement hires and bring with them valuable and varied experience. Brady Fitzpatrick comes to Clinton City with over 20 years of law enforcement and leadership experience. Christian Connell brings over 7 years of varied law enforcement experience.**

**I am very happy to welcome both to Clinton City and the Police Department.**

**Brady Fitzpatrick**

**Christian Connell**

**ATTACHMENTS:**

# CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

<b>MEETING DATE:</b>	March 10, 2026				
<b>CONSENT AGENDA</b>		<b>BUSINESS AGENDA</b>	X	<b>RECOGNITION</b>	
<b>PETITIONER(S):</b>	Mayor Marie Dougherty				
<b>TYPE OF VOTE:</b>	<b>ROLL CALL</b>	n/a	<b>VOICE</b>	n/a	
<b>SUBJECT:</b>	Public Hearing on Recycling and Green Waste				
<b>RECOMMENDATION:</b>	Listen to public comment				

## SUMMARY:

At the February 24, 2026 Clinton City Council Meeting, Executive Director Preston Lee of Wasatch Integrated Waste Management District (WIWMD) presented information regarding recycling and green waste diversion programs, associated grant opportunities, and long-term landfill capacity considerations .

WIWMD is a Special Service District located in Layton, Utah, owned by Davis and Morgan Counties and 15 member cities. The District processes approximately 350,000 tons of municipal solid waste annually and serves approximately 390,000 residents .

WIWMD operates:

- The Davis Landfill
- A Material Recovery Facility (MRF) and Transfer Station
- A Green Waste Composting Facility
- Household Hazardous Waste and Thrift Store operations

## PURPOSE OF PUBLIC HEARING

The purpose of this public hearing is to receive public comment regarding:

1. Potential implementation of curbside recycling within Clinton City.
2. Potential future implementation of curbside green waste (organics) collection.
3. Participation in grant-funded diversion programs offered through WIWMD.

No final action is required at this public hearing.

## **SUMMARY OF PRESENTATION**

### **1. Landfill Capacity & Future Cost Impacts**

WIWMD presented projections showing that once the Davis Landfill reaches capacity, all landfill waste will need to be transported to a landfill in Elberta, Utah. This would significantly increase transportation and disposal costs due to long-haul trucking requirements .

The District indicated that long-term diversion efforts are intended to:

- Extend landfill life
- Reduce methane production from organics
- Mitigate future transportation cost increases

### **2. Diversion Incentive Program**

WIWMD offers a Diversion Incentive Program to member cities. Cities that implement bundled curbside recycling, opt-out recycling programs, or participate in the District's green waste program receive a proportional reduction in the household use fee.

The reduction is calculated on a rolling 12-month basis using:

Diverted Waste ÷ Total Waste

Material diversion rates across the district vary, with green waste programs achieving significantly higher diversion percentages than commingled recycling alone .

### **3. EPA SWIFR Grant (Organics / Green Waste)**

WIWMD has applied for and anticipates award of a \$3.4 million EPA Solid Waste Infrastructure for Recycling (SWIFR) Grant .

Grant objectives include:

- Expansion of compost facility capacity
- Expansion of curbside organics collection
- Launch of contamination detection pilot programs

- Increased education and outreach
- Establishment of baseline diversion rates

If awarded, the grant would fund green waste carts and education for Clinton City's program rollout .

Implementation would likely occur in 2027.

#### 4. Recycling Partnership Grant

WIWMD has secured funding from The Recycling Partnership to assist cities in implementing curbside recycling programs.

Funding includes:

- \$15 per recycling cart for universal or opt-out programs
- Educational mailers and signage
- Ongoing outreach support

The District has confirmed funding availability for Clinton City should the Council choose to proceed.

### **FINANCIAL CONSIDERATIONS**

If Clinton City proceeds with:

#### Curbside Recycling (2026 potential implementation)

- \$15 per cart grant funding available.
- Collection fees would be charged by the City's hauler.
- No additional WIWMD processing fee beyond the current household use fee.
- Administrative and operational costs would be incorporated into the City's utility rate structure.

#### Green Waste Program (2027 potential implementation)

- Cart costs could potentially be covered by an EPA grant.
- WIWMD processing fee of approximately \$2.00 per participating household (as presented).
- Collection fees charged by hauler.

- Rates dependent upon participation levels.

Final rate analysis will be prepared by City Administration prior to adoption.

### **POLICY CONSIDERATIONS**

Council previously expressed interest in:

- An opt-out structure rather than mandatory participation.
- Minimizing financial impact on residents.
- Ensuring transparency regarding program costs.

WIWMD indicated opt-out programs are permitted.

Participation in the green waste program requires:

- Adoption of a City Resolution requesting participation.
- Approval by the WIWMD Administrative Control Board.

### **PUBLIC INPUT**

This public hearing provides residents the opportunity to comment on:

- Support or concerns regarding recycling or green waste services.
- Cost considerations.
- Environmental impacts.
- Any other related matters.

No immediate action is required.

# CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

<b>MEETING DATE:</b>	03/10/2026			
<b>CONSENT AGENDA</b>		<b>BUSINESS AGENDA</b>		<b>RECOGNITION</b>
<b>PETITIONER(S):</b>	Cory Christensen, Finance Director			
<b>TYPE OF VOTE:</b>	<b>ROLL CALL</b>		<b>VOICE</b>	
<b>SUBJECT:</b>	Training – Internal Service Fund (Motor Pool) and Special Revenue Funds (Redevelopment Agency (RDA) and Sanitary Sewer Special Service District (SSSSD))			

**FISCAL IMPACT:**

**SUMMARY:**

**RECOMMENDATION:**

**ATTACHMENTS:**

# CLINTON CITY COUNCIL STAFF REPORT

2267 N 1500 W, Clinton, UT 84015

<b>MEETING DATE:</b>	March 10, 2026			
<b>CONSENT AGENDA</b>	x	<b>BUSINESS AGENDA</b>		<b>RECOGNITION</b>
<b>PETITIONER(S):</b>	David Williams, Bryce Wilcox			
<b>TYPE OF VOTE:</b>	<b>ROLL CALL</b>	X	<b>VOICE</b>	
<b>SUBJECT:</b>	SR-108 Betterment agreement for design of sewer line			
<b>RECOMMENDATION:</b>	Approve Resolution 10-26, approving the Betterment Agreement with the Utah Department of Transportation for the design of sewer line improvements associated with the SR-108 (2000 West Phase 2 North) project, with an estimated cost of \$10,776.41 from the sewer fund and authorize the Mayor to execute the agreement.			

**FISCAL IMPACT:** \$10,776.41 from the sewer fund

**SUMMARY:** We are working with UDOT on the design of the next phase of 2000 W from 2000 N to the Clinton/Roy border. This project is expected to go out to bid this fall for the construction to start next spring.

As part of this project, Clinton City needs to replace an existing sewer line through a portion of the corridor. To maximize efficiency, cost and minimize disruption, the City has requested that UDOT include construction of the sewer line within their project. Incorporating the sewer replacement into UDOT’s contract will help avoid potential utility conflicts, reduce the need for work in active traffic, and eliminate the city paying roadway surface repairs.

A segment of the existing sewer line that directly conflicts with UDOT’s improvements will be replaced by UDOT at their expense.

This betterment agreement covers the City’s share of the design costs associated with the sewer line replacement.

Staff recommends that the Council approve entering into the Betterment Agreement with UDOT for SR-108 (2000 West Phase 2 North) to cover the design cost of the sewer line replacement.

**ATTACHMENTS:** Agreement including map and cost breakdown.



<b>Clinton City          Cost Estimate          Betterment Agreement</b>	<b>Betterment Description:</b>  1. Design Sewer Betterment a. (1) 5' sewer manhole b. (1) remove sewer manhole c. Approx. 533 feet 10" PVC pipe d. Approx. 533 feet remove sewer pipe	<b>Estimated Cost for Betterment</b>  \$10,776.41
PIN: 11479  FINET/CID: 71791	Project Number: S-0108(408);  Project Name: SR-108; SR-39 to 4275 South	<b>Agreement Number</b>  <b>Date Executed</b>

**THIS AGREEMENT**, made and entered into the date shown below, by and between the **Utah Department of Transportation**, (“UDOT”), and Clinton City a political subdivision of the State of Utah, (“**Local Agency**”).

Subject to the attached provisions, UDOT will include the following betterment work items into the above referenced Project as shown in the preliminary design sheet marked “Exhibit A,” that is incorporated by reference. Upon signing this Agreement, the Local Agency agrees that the costs shown below are estimates only and the Local Agency is responsible for paying all actual costs associated with these betterment items, based on Contract Unit Bid Prices, and actual quantities placed.

Detailed Description of Betterment Work:

<b>Bid Item No.</b>	<b>Description</b>	<b>Estimated Cost</b>
1	Design Sewer Betterment  a. (1) 5' sewer manhole b. (1) remove sewer manhole c. Approx. 533 feet 10" PVC pipe d. Approx. 533 feet remove sewer pipe  Cost detail is shown in “Exhibit B,” that is incorporated by reference.	\$10,776.41
	<b>Total Estimated Cost of Betterment Work</b>	\$10,776.41

The total estimated cost of the betterment work shall be advanced / deposited with UDOT prior to advertising / procurement of the Project. The Local Agency shall make payments within 30 days of receiving an invoice from UDOT. The Local Agency shall deposit the amount with UDOT’s Comptroller’s Office located at UDOT/Comptroller, 4501 South 2700 West, Box 141510, Salt Lake City 84119-1510.

In the event the actual betterment costs are higher, the Local Agency shall pay the additional amount required within 30 days of receiving an invoice from UDOT. In the event the actual betterment costs are lower, UDOT will refund the balance of the amount deposited within 30 days of determining the final cost of the betterment work.



## Provisions

**(Note: the language in these provisions shall not be changed without prior approval from the Utah AG's office)**

The Local Agency desires to include the betterment work items described herein in the project contract work.

UDOT will include the Local Agency's requested betterment work in the project contract provided that the Local Agency pay the actual additional costs and UDOT's project will not be delayed because of the betterments. No betterments will be added to the bid package until this Agreement has been signed by both parties.

The Local Agency, at no cost to the Project, shall provide on-call support from Local Agency's Design Engineer or appropriate representative to correct or clarify issues during the betterment design and construction and to perform the necessary inspection for the Local Agency work installed by the contractor. The Local Agency engineer and / or inspector shall work with and through UDOT's Project Manager or Resident Engineer and shall give no orders directly to UDOT's contractor unless authorized in writing to do so. UDOT's contractor will accomplish the work covered herein on the Local Agency's facilities in accordance with the plans and specifications provided by the Local Agency, including changes or additions to the plans and specifications which are approved by the parties.

The Local Agency, through its inspection of the work, will provide UDOT's Project Manager or Resident Engineer with information covering any problems or concerns the Local Agency may have with acceptance of the facilities upon completion of construction.

Any periodic plan and specification review or construction inspection performed by UDOT arising out of the performance of the project does not relieve the Local Agency of its duty in the performance of this project or to ensure compliance with acceptable standards.

Except in cases of emergency, access for maintenance and servicing of the Local Agency facilities located on UDOT's right-of-way will be by permit issued by UDOT to the Local Agency, and that the Local Agency will obtain the permit

and abide by the conditions thereof for policing and other controls in the conformance with Utah Administrative Rules.

### I. Indemnification:

UDOT and the Local Agency are both governmental entities subject to the Governmental Immunity Act. Each party agrees to indemnify, defend, and save harmless the other from and against all claims, suits and costs, including attorneys' fees for injury or damage of any kind, arising out of its negligent acts, errors or omissions of its officers, agents, contractors or employees in the performance of this agreement. Nothing in this paragraph is intended to create additional rights to third parties or to waive any of the provisions of the Governmental Immunity Act. The obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, provided the Act applies to the action or omission giving rise to the protections in this paragraph. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.

### II. Termination:

This Agreement may be terminated as follows:

- a. By mutual agreement of the parties, in writing.
- b. By either UDOT or the Local Agency for failure of the other party to fulfill their obligations as set forth in the provisions of this Agreement. Reasonable allowances will be made for circumstances beyond the control of the parties. Written notice of intent to terminate is required and shall specify the reasons for termination.
- c. By UDOT for the convenience of the State upon written notice to the Local Agency.
- d. Upon satisfactory completion of the provisions of this Agreement.

### III. Payment and Reimbursement to UDOT:

The Local Agency shall be responsible for all actual costs associated with these betterment items.

The Local Agency agrees that if it modifies or cancels this Agreement at any time after it has been signed, the Local Agency agrees to pay any



cancellation penalties or costs incurred by UDOT as a result of the betterment work scope being modified or cancelled. In the event the Local Agency fails to reimburse UDOT for the costs included in this Agreement, funding for other Local Agency projects or B&C road funds may be withheld until the entire payment is made.

**IV. Change in Scope and Schedule:**

The Local Agency recognizes that if its project scope or schedule changes from the terms of this Agreement, Local Agency will notify the UDOT Project Manager or Resident Engineer will be notified prior to changes being made. Any costs incurred by UDOT as a result of these scope or schedule changes will be the responsibility of the Local Agency.

In the event there are changes in the scope of the work, extra work, or changes in the planned work covered by this Agreement, a signed written modification to this Agreement is required prior to the start of work on the changes or additions.

**V. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment:**

All work of the Company that relates to any agreement with UDOT is subject to Public Law 115-232, Sec. 889 and 2 CFR § 200.216 (the "Telecommunications Laws"). Among other things, the Telecommunications Laws prohibit the use of any sort of "covered telecommunications" equipment or services, which are those provided by a company listed in such laws. The Company shall at all times comply with the Telecommunications Laws. The Company hereby certifies that it has read the Telecommunications Laws and consulted with legal counsel as needed. For all matters which are the subject of any agreement between the Company and UDOT, the Company hereby certifies that it currently conforms with, and will continue to conform with, the Telecommunications Laws in all respects. The Company shall also place this certification in all UDOT-related contracts with subcontractors, consultants, and suppliers for UDOT's benefit. If any government entity having jurisdiction

determines that the Company or its associates is not in compliance with the Telecommunications Laws, the Company agrees that it shall promptly notify UDOT of the same and remedy any deficiency.

**VI. Miscellaneous:**

This Agreement shall constitute the entire agreement and understanding of the parties with respect to the betterments, and shall supersede all offers, negotiations, and other agreements. Any amendment to this agreement must be in writing and executed by authorized representatives of each party.

Each party agrees to undertake and perform all further acts that are reasonably necessary to carry out the intent and purpose of this agreement at the request of the other party.

The failure of either party to insist upon strict compliance of any of the terms and conditions, or failure or delay by either party to exercise any rights or remedies provided in this Agreement, or by law, will not release either party from any obligations arising under this Agreement.

This Agreement may be executed in counter parts by the parties.

Each party represents that it has the authority to enter into this Agreement.

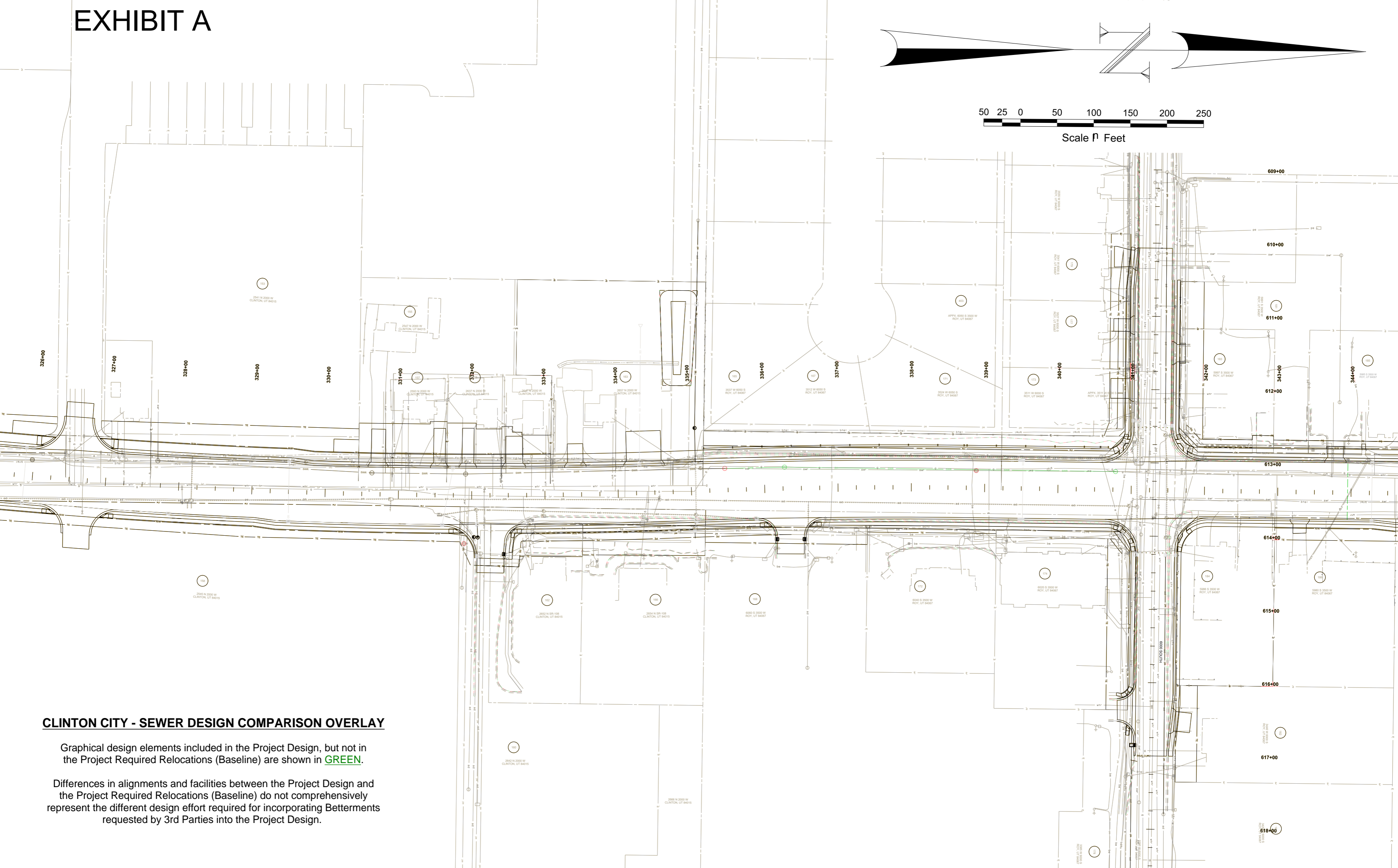
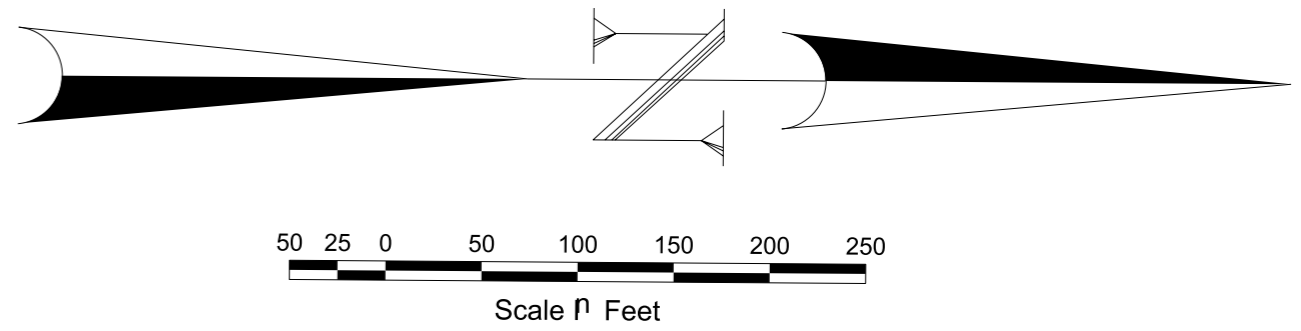
Language content was reviewed and approved by the Utah AG's office on April 10, 2018.



Project No. S-0108(408); Weber County  
 Project Name: SR-108; SR-37 to 4275 South  
 Clinton City  
 CID No. 71791 PIN 11479

Local Agency			Utah Department of Transportation		
By		Date	By		Date
Title/Signature of Official			Project Manager		
B y		Date	By		Date
Title/Signature of additional official, if required			Region Director		
B y		Date	By		Date
Title/Signature of additional official, if required			Comptroller's Office		

# EXHIBIT A



## CLINTON CITY - SEWER DESIGN COMPARISON OVERLAY

Graphical design elements included in the Project Design, but not in the Project Required Relocations (Baseline) are shown in **GREEN**.

Differences in alignments and facilities between the Project Design and the Project Required Relocations (Baseline) do not comprehensively represent the different design effort required for incorporating Betterments requested by 3rd Parties into the Project Design.

# EXHIBIT B

## EXHIBIT 1-X: WORK BREAKDOWN STRUCTURE BASIS OF FEE ESTIMATE



Project Title, Client: SR-108, Clinton City PE

PIN Number: 11479

Date: 2/17/2026

Task Number	Subtask Number	Task/Subtask Name / Activity Description	Program Manager - Senior	Program Manager - Senior	Program Manager - Senior	Project Engineer - Lead	Project Designer - Lead	Project Accountant - Senior	Administrative Assistant - Senior	Project Engineer - Lead	Project Designer	Total Compensation
001	5Z1	Project Management	6	6	0	0	0	3	3	0	0	\$1,535.25
001	2U1	Utility & Railroad Identification	0	1	0	5	5	0	0	5	0	\$978.36
001	3U1	Identify Potential Utility Conflicts	0	1	0	5	5	0	0	5	0	\$978.36
001	3U4	Complete Utility and Railroad Design	0	3	0	5	5	0	0	5	5	\$1,388.28
001	3Y1	Prepare/ Compile Plan-In-Hand Review Package	0	1	0	1	0	0	0	0	0	\$179.47
001	4U3	Complete Utility & Railroad Plans & Documents	0	6	5	5	5	0	0	5	5	\$2,215.81
001	4Y1	Prepare / Compile PS&E Review Package	1	1	1	5	5	0	0	5	0	\$1,171.26
001	5Y1	Incorporate PS&E Comments	0	0	0	5	5	0	0	5	5	\$1,043.40
001	5Z2	Prepare, Submit, & Process for Advertising	1	2	1	5	5	0	0	5	0	\$1,286.22
<b>Total Hours</b>			8	21	7	36	35	3	3	35	15	163.00
<b>Total Costs</b>			\$770.96	\$2,414.16	\$675.71	\$2,322.36	\$1,724.80	\$162.96	\$104.31	\$2,061.15	\$540.00	\$10,776.41

**RESOLUTION NO. 10-26**  
**A RESOLUTION OF THE CLINTON CITY COUNCIL APPROVING A  
BETTERMENT AGREEMENT WITH THE UTAH DEPARTMENT OF  
TRANSPORTATION FOR DESIGN OF A SEWER LINE ASSOCIATED  
WITH THE SR-108 (2000 WEST) PROJECT**

WHEREAS, the Utah Department of Transportation (UDOT) is undertaking a roadway improvement project on SR-108 (2000 West) from approximately 2000 North to 4275 South in Weber County; and

WHEREAS, Clinton City has identified an existing sewer line within the project corridor that requires replacement to accommodate the planned roadway improvements; and

WHEREAS, in order to maximize efficiency, reduce project disruption, and minimize costs to the City, Clinton City has requested that the sewer line replacement be incorporated into the UDOT roadway project; and

WHEREAS, incorporating the sewer replacement into UDOT's construction contract will help avoid utility conflicts, reduce the need for additional work in active traffic lanes, and eliminate costs associated with future roadway surface repairs; and

WHEREAS, UDOT has agreed to include the requested sewer line improvements as a betterment within its project contract, provided Clinton City pays the associated costs for the design of the sewer improvements; and

WHEREAS, the estimated cost for the sewer design betterment is \$10,776.41, to be paid by Clinton City from the sewer fund, though the City remains responsible for the actual costs incurred as part of the project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CLINTON CITY COUNCIL THAT:**

Section 1. Approval of Agreement

The Clinton City Council hereby approves the Betterment Agreement with the Utah Department of Transportation for the design of sewer line improvements associated with the SR-108 (2000 West Phase 2 North) project.

Section 2. Authorization

The Mayor is hereby authorized to execute the Betterment Agreement and any related documents necessary to implement the project.

Section 3. Funding

The estimated design cost of \$10,776.41 shall be paid from the Clinton City Sewer Fund, subject to final costs determined by UDOT in accordance with the terms of the agreement.

Section 4. Effective Date

This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED by the Clinton City Council this 10<sup>th</sup> day of March, 2026.**

**CLINTON CITY**

\_\_\_\_\_  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**City Recorder**

## CLINTON CITY COUNCIL WORK SESSION MINUTES

**Date:** February 24, 2026

**Time:** 6:00 PM

**Location:** 2267 N 1500 W, Clinton, UT 84015



### **Staff present:**

City Manager Trevor Cahoon, Finance Director Cory Christensen, Public Works Director, David Williams, Police Chief Shawn Stoker, Parks & Recreation Director Brooke Mitchell, Community Development Director Peter Matson, Deputy Recorder Amy Durrans, Recorder Lisa Titensor

### **City Council:**

Mayor Marie Dougherty  
Councilmembers Spencer Arave, Jennifer Christensen, Chris Danson, Adam Larsen, and Dane Searle (attended electronically)

### **CALL TO ORDER**

Mayor Dougherty called the work session to order at 6:00 PM.

### **DISCUSSION ON CODE TOPICS THAT NEED INPUT FROM THE COUNCIL**

The Mayor explained that the purpose of the work session was to review and discuss three code-related topics that have generated staff questions and recurring public feedback. The goal of the discussion was to provide policy direction to staff prior to drafting potential amendments.

1. Home businesses in residential accessory units
2. Parked vehicles in front/side yards
3. Dogs on leashes on walking path at Heritage Park

### **Home Businesses and Accessory Dwelling Units (ADUs)**

Community Development Director Peter Matson presented a summary of issues encountered during administration of the City's ADU and home occupation regulations over the past year.

He explained that staff had created a table of recurring issues to share with the Planning Commission and Council. Many of the concerns involve clarification rather than substantive policy shifts.

## **ADU Structural and Design Clarifications**

Mr. Matson outlined several areas of ambiguity in the current code:

- Combination structures (detached garage/shop combined with an ADU)
- Inconsistencies in roof pitch requirements
- Door orientation standards
- Design standards that may be overly rigid when evaluating otherwise well-designed structures

He noted that certain design requirements may need clarification or adjustment to address unique circumstances while preserving neighborhood compatibility.

## **Home Occupation Issues**

The discussion then shifted to home-based businesses operating within accessory structures or ADUs.

Key issues identified:

- Lack of a cap on square footage used for business purposes
- Ambiguity regarding whether both the primary and accessory structures may be used for business
- No clear definition of “commercial vehicle”
- Outdoor storage concerns
- Impacts related to traffic, parking, and neighborhood character

## **Council Discussion**

Councilmembers expressed general support for allowing home-based businesses but emphasized the need for limits to prevent residential properties from functioning as de facto commercial establishments.

Major themes included:

- Distinguishing between home offices (remote work with no customer traffic) and home occupations (customer-facing businesses).
- Concerns about:
  - Increased traffic
  - Multiple employees reporting to a residential site
  - Fleet vehicles parked in residential neighborhoods
  - Outdoor storage of business materials
- The risk of granting long-term legal nonconforming rights that could intensify over time.

- Whether home occupations should remain permitted uses with clearer standards or become conditional uses.

Councilmembers discussed defining commercial vehicles by:

- Gross vehicle weight
- Number of axles
- Vehicle type (e.g., box trucks, construction vehicles)

There was broad agreement that:

- Outdoor storage should be limited or prohibited.
- Traffic and parking impacts should be minimized.
- Staff should draft clearer, objective standards to address square footage, vehicle size, and outdoor storage.

### **Direction to Staff**

- Draft language clarifying limits on home occupations in ADUs and accessory structures.
- Propose a definition of “commercial vehicle.”
- Clarify outdoor storage provisions.
- Provide sample redlined text for Council review.

### **3. Parking Regulations – Surface Requirements and Rear Yard Enforcement**

Mayor Dougherty introduced concerns raised by residents regarding enforcement of parking surface requirements .

Residents have expressed frustration that parking in rear yards or behind fences now requires hard surface or specified gravel depth, especially when similar situations may not have been enforced historically.

The Mayor noted that some residents feel enforcement has become “HOA-like.”

### **Current Code Requirements**

The code requires that:

- Accessory parking areas are required to be on hard surface or specified gravel.
- Parking areas inside or rear yards must be accessed via an approved drivable surface.
- Vehicles stored in rear yards must comply with surfacing standards.

Staff explained:

- Approximately 80% of enforcement cases are complaint-driven.
- Surfacing standards address:
  - Aesthetic impacts
  - Rodent harboring
  - Fire risk (hot vehicles parked on dry vegetation)
  - Prevention of rutting and yard degradation
- Enforcement behind fences is difficult unless visible or complaint-based.

Councilmembers debated whether:

- The City is overreaching by regulating behind fence lines.
- Health and safety concerns justify current restrictions.
- Weed and nuisance ordinances could address most concerns without requiring paved surfaces.
- Greater flexibility should be allowed behind fences.

Concerns raised included:

- Blight and long-term neighborhood decline.
- Accumulation of multiple vehicles on large lots.
- Rental properties contributing to parking impacts.
- Difficulty limiting the number of vehicles stored on private property.

Several members expressed interest in loosening rear-yard restrictions while maintaining front-yard standards.

#### **Direction to Staff**

- Review surfacing requirements behind fence lines.
- Consider whether rear yard regulations can be relaxed.
- Consult with Code Enforcement regarding practical enforcement implications.
- Draft potential revisions for Council consideration.

#### **4. Dogs at Heritage Park**

Mayor Dougherty explained that she has received numerous complaints over the past five years regarding the prohibition of dogs at Heritage Park .

Currently:

- Dogs are allowed on leash on asphalt perimeter trails at:
  - Meadows Park
  - Civic Center
  - Kestrel Park
- Dogs are prohibited at Heritage Park.

The original restriction was adopted primarily due to concerns about dog waste and lack of cleanup compliance.

### **Council Discussion**

- Heritage Park has walkable paths and shaded areas suitable for leashed dog walking.
- Some residents comply with the prohibition and feel frustrated.
- Bad actors may ignore the rule regardless of prohibition.
- Concerns were expressed regarding:
  - Small park size
  - Proximity of trails to playground areas
  - Off-leash violations
- Potential for increased conflict between dogs and children.
- Whether installing dog waste bag stations could mitigate concerns.

One Councilmember suggested a trial period to evaluate impacts.

Parks and Recreation Director Brooke Mitchell expressed concern about allowing dogs at Heritage Park due to:

- The small size of the park
- The proximity of walking paths to the playground
- Concerns about off-leash behavior, even if rules require leashes
- Potential for increased conflict between dogs and young children

Her primary concern was that Heritage Park's layout differs from parks with asphalt perimeter trails, making dog presence more impactful because paths weave through active use areas rather than staying clearly separated.

The following ideas were discussed:

- Allow leashed dogs only on designated walking paths.
- Continue prohibition near playgrounds and pavilions.
- Install waste bag stations before implementation.
- Conduct a 6-month seasonal trial.
- Reevaluate after trial and assess complaints.

There was not unanimous agreement, but a majority appeared open to a trial period approach.

### **Direction to Staff**

- Evaluate logistics of installing waste stations.
- Consider signage clarifying leash and restricted areas.

- Prepare a proposal for a trial period with defined review timeline.

## **DEPARTMENT HEAD REPORTS**

### **Community Development**

Mr. Matson also noted concerns with current business license code language related to home occupations and storage of business materials in accessory structures. Staff requested council direction to review and clarify code language. Council agreed clarification was appropriate.

**ADJOURNMENT:** The meeting adjourned at 6:50 pm.

## **CLINTON CITY COUNCIL MEETING MINUTES**

**Date:** February 24, 2026

**Time:** 7:00 PM

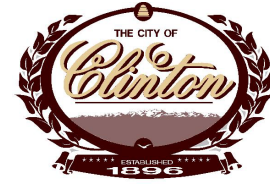
**Location:** 2267 N 1500 W, Clinton, UT 84015

**Mayor:** Marie Dougherty

**City Council:** Spencer Arave, Jennifer Christensen, Chris Danson, Adam, and Dane Searle

**Staff:** Police Chief Shawn Stoker, Public Works Director David Williams, Fire Chief Jason Poulsen, Parks and Recreation Director Brooke Mitchell, Treasurer Steve Hubbard, Finance Director Corey Christensen, Deputy Recorder Amy Durrans, and Recorder Lisa Titensor

**Attendees:** Hannah Klebe, Dereck Bauer, Greg Allen, Dave Powers, Michelle Marchant, Kirby Crowley,



### **CALL TO ORDER**

Mayor Dougherty called the meeting to order at 7:04 PM.

The Pledge of Allegiance was performed by all those in attendance.

Councilmember Christensen provided the invocation.

### **ROLL CALL**

Mayor Dougherty, Councilmembers Arave, Christensen, Danson, and Larsen were all present. Councilmember Searle attended electronically.

### **SPECIAL RECOGNITION**

#### **FIRE OFFICER DESIGNATION RECOGNITION - CAPTAIN POWERS**

Fire Chief Jason Poulsen recognized Captain Dave Powers for earning the prestigious designation of Fire Officer through the Utah Fire Officer Professional Development System. Chief Poulsen explained the extensive education, certification, and experience required to obtain the designation and commended Captain Powers for his dedication, leadership, and continued service to the community.

Captain Powers was presented with recognition and congratulated by the Mayor, Council, and Fire Department staff.

## **PUBLIC INPUT**

Mayor Dougherty opened the public input period.

**Hannah Klebe**, Clinton resident, referenced HB 181 regarding home-based food service and encouraged the Council to ensure local ordinances do not conflict with state law. She also discussed concerns related to backyard vehicle parking regulations, including the cost of gravel installation and potential environmental impacts of required materials.

**Greg Allen**, Clinton resident, expressed concern regarding the possibility of allowing dogs in Heritage Park. He noted that maintaining at least one dog-free park allows families with young children to enjoy the space without safety concerns.

Mayor Dougherty thanked the speakers and noted that future ordinance discussions would include opportunities for additional public comment.

Public input was closed.

## **BUSINESS ITEMS**

### **RESOLUTION 08-26, RAP TAX COMMITTEE APPOINTMENTS**

Mayor Dougherty identified she is proposing reappointing Terry Tremea, Kathy Ostberg, and Randy Halley, who only served one year to an additional term on the RAP Tax Committee.

She further explained she is proposing the appointments of Robert Miller and Kristi Davis to serve as new members of the committee, filling the two vacant seats. She stated her goal is to represent a variety of backgrounds and demographics.

Mayor Dougherty introduced Robert Miller, who briefly shared his background and interest in serving, including his experience working with parks and skate park development and his desire to support community recreation opportunities.

She reported Kristi Davis could not attend this evening but said she too has valuable experience she will bring to the group.

Councilmember Danson moved to adopt Resolution 08-26, ratifying the RAP Tax Committee appointments of Kristi Davis to fill a vacant seat for a term ending Dec. 31, 2027, and Robert Miller to fill a vacant seat for a term ending Dec. 31, 2026; and the reappointments of Terry Tremea, Kathy Ostberg, and Randy Halley for terms ending Dec. 31, 2028. Councilmember Christensen seconded the motion. Voting by Roll Call is as follows: Councilmember Christensen, yes; Councilmember Arave, yes; Councilmember Searle, yes; Councilmember Danson, yes; Councilmember Larsen, yes.

**WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT PRESENTATION ON RECYCLING AND GREEN WASTE GRANTS**

Executive Director Preston Lee and Landfill Manager Jesse Simonson presented a PowerPoint identifying information regarding recycling and green waste opportunities, including available grant funding.

Key discussion points included:

- Overview of district operations and future landfill capacity considerations
- Recycling and green waste diversion programs
- Grant opportunities to assist with implementation of recycling and organics collection
- Opt-out program structure for residents
- Potential cost structures and funding options
- Environmental benefits of diversion programs
- Education and rollout planning

Mayor Dougherty explained this is something that came available just within the past few weeks. It is important to her that the opt-out option is available.

City Manager Cahoon discussed potential funding approaches, including use of reserve funds for cart purchases and incorporating program costs into future budgets.

Councilmembers asked questions regarding contamination, recycling processing, fees, participation rates, and potential future costs. Clarification was provided that residents who opt out would not be charged for services they do not receive.

Mayor Dougherty explained this was an informational presentation and that formal resolutions would be brought forward for future Council consideration.

**Motion: Councilmember Larsen moved to bring the matter back to the Council at a future meeting for further discussion and consideration of resolutions.**

**Councilmember Danson seconded the motion.**

Mayor Dougherty asked for discussion from the Council.

Councilmembers expressed interest in reviewing projected costs and participation scenarios prior to making a final decision.

All voted in favor of the motion.

## **PUBLIC HEARING, ORDINANCE 26-02, AMENDMENTS TO TITLE 2 OF THE CLINTON CITY CODE – UPDATES TO RULES OF CLINTON’S GOVERNING OFFICIALS**

These edits to Title 2 of Clinton's municipal code are intended to improve clarity, technical accuracy, and conformity to state law. The edits clarify the roles of Clinton's governing officials.

### **1. City Council Authority**

- Confirms the **City Council is the legislative body** of the city.
- Council retains powers granted under Utah Code.
- Responsibilities include:
  - Passing ordinances
  - Appropriating funds
  - Reviewing administration
  - Performing all duties required by law

Title 2 amendments 2-10-26

**Intent:** Reinforces that the Council has ultimate legislative authority.

### **2. Mayor Role**

#### **Presiding & Ceremonial Role**

- Mayor presides over council meetings.
- Council may appoint a Mayor **Pro Tempore** if the mayor is absent.
- Mayor serves as **chief ceremonial officer** and external representative.

Title 2 amendments 2-10-26

#### **Executive Authority & Duties**

Mayor is designated as **chief executive officer** and:

- Serves as the official to whom the **City Manager reports**.
- Ensures laws and ordinances are executed.
- Reports city condition and recommendations to Council.
- May inspect city records and operations.
- Handles certain justice court vacancy duties.
- May remit fines or commute sentences (with reporting to Council).

- Appoints board/commission members **with Council advice and consent.**

Title 2 amendments 2-10-26

**Intent:** Clarifies executive and ceremonial duties while maintaining Council oversight and consent authority.

### **3. City Manager Role**

#### **Administrative Authority**

City Manager is:

- **Chief administrative officer**
- Subject to control of legislative body
- Reports to Mayor under Utah Code

Title 2 amendments 2-10-26

Duties include:

- Enforcing laws and ordinances
- Attending council meetings and advising Council
- Supervising city operations, property, and departments
- Delegating to department heads
- Serving as purchasing agent
- Acting as budget officer, collector/comptroller (if not separately appointed)

Title 2 amendments 2-10-26

#### **Personnel Authority**

- Manager hires, supervises, and removes employees.
- **Council approval required** for hiring/removal of department heads.

Title 2 amendments 2-10-26

#### **Appointed Officers**

- Manager may appoint/remove appointed offices (except dept. heads without Council approval).

Title 2 amendments 2-10-26

**Intent:** Clarifies administrative control under Council authority with reporting relationship to Mayor.

#### **4. Contracts, Purchasing, and Administration**

- Manager acts as purchasing agent within approved appropriations.
- Cannot incur expenses without budget authorization.
- Maintains administrative functions (accounts, inventories, reports, etc.).

Title 2 amendments 2-10-26

#### **5. Oaths, Compensation & Appointed Professionals**

Updates include:

- Oath of office requirements.
- Compensation set by Council resolution.
- Mayor appoints (with Council consent):
  - City Attorney
  - City Engineer

Title 2 amendments 2-10-26

#### **6. Planning Commission Updates**

##### **Appointment & Composition**

- Seven members appointed by Mayor with Council consent.
- Public notice of vacancies required.
- Applications and interviews conducted before appointment.
- Names published on council agenda prior to confirmation.

Title 2 amendments 2-10-26

##### **Terms & Operations**

- 3-year staggered terms (expire end of February).
- Oath required.
- Removal for cause with Mayor + Council consent.
- Must attend at least 80% of meetings.
- Elect a board chair annually.
- Quorum = 4 members.
- Monthly meetings required.
- Records must be maintained and publicly accessible.

Title 2 amendments 2-10-26

**Intent:** Formalizes appointment, removal, transparency, and operational procedures.

Mayor Dougherty explained the forms of municipal government in Utah.

At 8:15 PM she opened the public hearing. There was no public comment, so she closed the public hearing at 8:15:41 PM.

Council discussion focused on clarifying legislative, executive, and administrative roles and confirming alignment with Utah law.

City Manager Cahoon clarified that because this ordinance deals with the powers and duties of the Mayor and City Council, the Mayor is eligible to vote on that ordinance.

The council chose to suspend the rules to allow a vote on the same day as the public hearing because no members of the public had comment.

**Motion: Councilmember Arave moved to suspend the rules. Councilmember Larsen seconded the motion. All voted in favor.**

**Motion: Councilmember Danson moved to adopt Ordinance 26-02 of the Clinton City Code approving amendments to Title 2 – updates to the rules of governing officials. Councilmember Arave seconded the motion.**

**Councilmembers expressed appreciation for the clarification provided by the ordinance.**

**Voting by Roll Call is as follows: Councilmember Christensen, yes; Councilmember Arave, yes; Councilmember Searle, yes; Councilmember Danson, yes; Councilmember Larsen, yes; Mayor Dougherty, yes.**

## **PARKS OPEN HOUSE PRESENTATION**

Mayor Dougherty introduced discussion regarding parks planning and community feedback obtained as a result of the Parks Open House that was held in January. The results are summarized in the staff report.

Councilmembers discussed:

- Need for additional park amenities and long-term planning
- Potential phasing and prioritization

- Consideration of a future dog park
- Ensuring diverse park opportunities citywide

**Motion: Councilmember Arave moved to continue the discussion in a future work session. Councilmember Christensen seconded the motion. All voted in favor of the motion.**

#### **TRAINING – HOW PROPERTY TAX WORKS**

City Manager Trevor Cahoon provided training on property tax functions and municipal budgeting considerations.

#### **TRAINING, ACCOUNTING FUNDS AND RESTRICTED REVENUES**

He also addressed municipal fund accounting and restricted revenue requirements.

**Motion: Commissioner Danson moved to recess for 10 minutes. There was no second. So the motion failed.**

#### **CONSENT ITEMS**

#### **RESOLUTION 09-26, CDBG GRANT APPLICATION FOR 2026**

The Council considered approval of the City's annual Community Development Block Grant (CDBG) application. This is a routine yearly process that allows the City to apply for federal funding administered through the state for eligible community development projects, such as public infrastructure, accessibility improvements, and other projects that primarily benefit low- to moderate-income residents. The resolution authorizes submission of the 2026 application for potential funding.

**Minutes:** February 10, 2026, CC Work Session; February 10, 2026, CC Meeting

**Approval of Accounts Payable:** None.

**Motion – Councilmember Larsen, Councilmember Danson seconded the motion. Voting by roll call is as follows: Councilmember Christensen, aye; Councilmember Larsen, aye; Councilmember Arave, aye; Councilmember Searle, aye; Councilmember Danson, aye.**

#### **COUNCIL REPORTS**

##### **Councilmember Spencer Arave**

- No report at this time.

**Councilmember Jennifer Christensen**

- Youth Council will attend a Youth Leadership Conference at Utah State.
- She Appreciates Community Development Director Peter Matson and staff. Discussions on the following issues will continue.
  - ADU's
  - Multi-commercial developments

**Councilmember Chris Danson**

- Will be meeting with Communities that Care.

**Councilmember Adam Larsen**

- No report at this time.

**Councilmember Dane Searle**

- No report at this time.

**City Manager's Report**

- City Manager Trevor Cahoon reported there will be a budget workshops in April and budget open house is also planned for the public. The intent is to have a tentative budget in March.

**Mayor's Report**

- Mayor Dougherty reported there is an upcoming work session on Saturday February 28 from 9 AM to 1PM.
- On March 24<sup>th</sup>, the regular City Council meeting will be at 6 pm followed by a joint work session with the Planning Commission at 7 pm.

Mayor Dougherty asked if there were action items to address.

City Recorder Lisa Titensor identified the following:

- Quarterly budget reviews
- Historical financial comparisons
- Increased public awareness of audit results

Finance Director Cory Christens addressed the Council and reported he intends to provide this information in conjunction with the upcoming Tentative Budget.

The Council had a brief discussion on how frequent special work sessions should take place. They were in consensus to schedule them on an as needed basis.

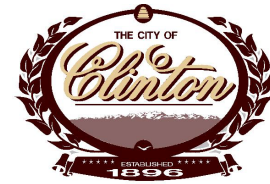
**The meeting was adjourned at 9:38 pm.**

## CLINTON CITY COUNCIL WORK SESSION MINUTES

**Date:** February 28, 2026

**Time:** 9:00 AM

**Location:** 2209 N 1500 W, Clinton, UT 84015



### **Staff present:**

City Manager Trevor Cahoon, and City Recorder Lisa Titensor

### **City Council:**

Mayor Marie Dougherty

Councilmembers Spencer Arave, Jennifer Christensen, Chris Danson, Adam Larsen.  
Councilmember Dane Searle was excused.

### **CALL TO ORDER**

Mayor Dougherty called the work session to order at 9:00 AM.

### **“TEAM BUILDING AND STRATEGY/VISION RETREAT”**

Mayor Dougherty led the Council in exercises on team building and to determine priorities and direction for this new council for 2026.

**ADJOURNMENT:** The meeting adjourned at 1:30 PM.