

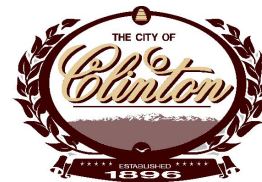
CLINTON CITY COUNCIL MEETING MINUTES

Date: July 14, 2026

Time: 7:00 PM

Location: 2267 N 1500 W, Clinton, UT 84015

Mayor: Marie Dougherty



City Council: Spencer Arave, Jennifer Christensen, Chris Danson, Dane Searle.
Councilmember Adam Larsen attended electronically.

Staff: City Manager Trevor Cahoon, Police Chief Shawn Stoker, Fire Chief Jason Poulsen, Assistant Fire Chief Nick Jarvis, Code Enforcement Officer Tyler Andrews, Public Works Director David Williams, Parks and Recreation Director Brooke Mitchell, Parks Manager Benji Frye, Treasurer Steve Hubbard, Richard Brough, Sgt Ronnie Aldridge, Josh Rodriguez, Zach Tucker, Deputy Recorder Amy Durrans, and Recorder Lisa Titensor

Attendees: Dereck Bauer, Alain Pages, Connie Valentine, Dan Tyler, Tammy Hubbard, Aaron & Camellia Malone, Daniel Martinez, Walter Ruiz

CALL TO ORDER

Mayor Dougherty called the meeting to order at 7:00 p.m.

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

Councilmember Chris Danson provided an invocation.

ROLL CALL

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

PUBLIC INPUT

Daniel Martinez, Clinton resident, addressed the Council regarding the recently adopted weed ordinance. He expressed concern with the amendment that reduced the maximum allowable weed height from ten inches to six inches for residential properties while allowing certain undeveloped properties to remain at a ten-inch standard. Mr. Martinez stated that he believes all properties should be held to the same standard and that providing an exception creates preferential treatment. He encouraged the Council to reconsider the provision.

Mayor Dougherty thanked Mr. Martinez for his comments and explained that the Council's intent was not to provide preferential treatment for developers, but to recognize the unique challenges associated with maintaining large undeveloped parcels. She noted that many of these properties are owned by long-time residents rather than developers and often require specialized equipment to maintain. Requiring these properties to be maintained at the same frequency as residential lots could create a significant financial burden.

City Manager Trevor Cahoon added that undeveloped properties vary greatly in size, ranging from small parcels to properties exceeding one hundred acres. Weather conditions and rapid vegetation growth can make continual maintenance difficult. He explained that the City strives to balance neighborhood appearance with reasonable enforcement expectations while continuing to work with property owners to maintain compliance. Mr. Cahoon noted that Code Enforcement maintains regular communication with owners of larger properties and that the ordinance is intended to provide flexibility while still allowing the City to address nuisance properties.

There being no additional public comments, Mayor Dougherty closed the Public Input portion of the meeting.

RECOGNITIONS

Fire Badge Pinning Ceremony

Fire Chief Jason Poulsen recognized Ty Andrews, who serves as both Code Enforcement Officer and as the Fire Marshal, for successfully completing the State Fire Inspector certification. Chief Poulsen noted that the certification is one of the most challenging in the fire service and congratulated Mr. Andrews for passing the examination on his first attempt.

Chief Poulsen explained that Mr. Andrews's dual role allows him to assist with approximately 250 annual fire inspections conducted throughout the City while continuing to support code enforcement responsibilities. Deputy Chief Jarvis participated in the badge pinning ceremony.

The Mayor and City Council congratulated Mr. Andrews on his accomplishment and thanked him for his service to Clinton City.

Police Officer Oath of Office

Police Chief Shawn Stoker introduced Officer Saddle Leist, the Clinton Police Department's newest police officer. Chief Stoker stated that Officer Leist is currently attending the police academy and has demonstrated exceptional performance throughout her training. He noted her previous military service in the United States Air Force and expressed confidence that she will be an outstanding addition to the department.

Chief Stoker administered the Oath of Office, after which Sergeant Ronnie Aldridge performed the badge pinning ceremony.

Councilmember Christensen expressed appreciation for all first responders, sharing a recent experience at a Fourth of July celebration where law enforcement officers immediately responded to a potentially dangerous situation without hesitation. She thanked emergency responders for their willingness to place themselves in harm's way to protect the public and welcomed Officer Leist to the Clinton Police Department.

Mayor Dougherty also expressed appreciation to all first responders for their dedicated service to the community.

New CERT Member Recognition

CERT Coordinator Connie Valentine introduced Camellia Malone and Aaron Malone as Clinton City's newest Community Emergency Response Team (CERT) members after successfully completing the eight-week CERT training program.

Ms. Valentine explained that CERT volunteers receive emergency preparedness training and assist residents during emergencies and disasters. Mayor Dougherty presented certificates recognizing their completion of the program.

Fire Chief Poulsen thanked the entire CERT organization for its assistance during the Fourth of July fireworks restrictions, noting that volunteers provided significant support by patrolling neighborhoods and assisting the Fire Department throughout the event.

Mayor Dougherty commended the volunteers for their willingness to serve the community and thanked them for dedicating their time to emergency preparedness.

Employee Service Awards

City Manager Trevor Cahoon recognized employees celebrating service milestones with Clinton City and thanked each of them for their dedication to the organization.

The following employees were recognized:

- Richard "Rich" Brough – 10 Years of Service
- Sergeant Ronnie Aldridge – 10 Years of Service
- Josh Rodriguez – 5 Years of Service
- Zach Tucker – 5 Years of Service
- Steve Hubbard – 25 Years of Service

Mr. Cahoon offered special recognition to Treasurer Steve Hubbard for his 25 years of dedicated service and congratulated him on his upcoming retirement. He thanked each employee for their commitment and contributions to Clinton City.

Mayor Dougherty expressed appreciation for all of the employees being recognized and thanked them for the positive impact they have on the organization and the community.

Meet the New Parks Manager

Parks and Recreation Director Brooke Mitchell introduced Benji Frye, the City's new Parks Manager.

Ms. Mitchell explained that Mr. Fry brings more than twenty years of parks management experience, including supervisory and management positions with Layton City and Clearfield City. She highlighted his extensive experience in park maintenance, budgeting, urban forestry, trail systems, and staff management, noting that he was selected from a highly qualified applicant pool.

Mr. Frye briefly introduced himself to the Council and community, sharing that he is originally from South Carolina and has worked in parks and recreation throughout his career after beginning as a seasonal employee. He discussed the support of his family and expressed appreciation for the warm welcome he has received since joining Clinton City. Mr. Frye stated that he looks forward to serving the community and working with City staff.

Mayor Dougherty welcomed Mr. Frye to Clinton City and thanked him for accepting the leadership position.

BUSINESS ITEMS

FINANCE REPORT, JUNE 2026

Finance Director Cory Christensen presented the financial report for the fourth quarter of Fiscal Year 2025-2026. He explained the report represents a preliminary year-end summary and advised the Council that several revenue and expenditure items had not yet been posted due to staffing vacancies, workload demands, and recent payroll processing issues. As a result, several revenue and expenditure categories reflected larger variances than would be shown in the final audited financial statements.

Mr. Christensen explained that several months of sales tax revenue, Class C Road Funds, gas tax revenue, ambulance revenue, administrative service fees, and the final payroll entries had not yet been recorded when the report was prepared. He stated that these items would substantially reduce many of the reported variances and that the City's year-end audit would present a more accurate picture of the City's financial position.

Mr. Christensen also explained that several special revenue funds show significant variances because the City's budgeting process requires the use of fund balance to be budgeted as revenue even though those funds have already been accumulated. Consequently, those variances are largely the result of accounting and budgeting requirements rather than actual financial concerns.

Councilmember Searle asked whether staff had any concerns regarding the City's financial position once the year-end adjustments were completed.

Mr. Christensen responded that he did not have any significant concerns. He explained that budget amendments adopted during the fiscal year have brought revenues and expenditures into alignment and he anticipates the City will finish the fiscal year very close to the amended budget while remaining within authorized spending limits.

The Council thanked Mr. Christensen for the report.

PUBLIC HEARING, ORDINANCE 26-05, CODE UPDATES TO TITLES 1 AND 2 OF THE CLINTON CITY CODE

Mayor Dougherty introduced Ordinance No. 26-05, explaining that the ordinance primarily consists of legislative updates to Titles 1 and 2 of the Clinton City Code. She stated that the proposed amendments updated statutory references, clarified administrative procedures, incorporated current provisions of the Utah Open and Public Meetings Act and the Government Records Access and Management Act (GRAMA), and adopted certain sections of Utah law by reference to reduce the need for future amendments when state law changes.

Mayor Dougherty explained that one provision of the ordinance proposed repealing Chapter 2-17, Municipal Term Limits. She reported that after the City adopted the ordinance in 2025, she had discussions with representatives of the Utah League of Cities and Towns, including its Deputy Director, a former Utah State Elections Director, who advised that municipal term limits may be subject to legal challenge because Utah law establishes the qualifications for municipal candidates. She noted that only a small number of Utah municipalities had adopted municipal term limits, no Utah case law exists on the topic, and differing legal opinions exist. She emphasized that the purpose of presenting the issue was to provide the Council with current legal guidance so it could determine whether to retain the ordinance, repeal it, or seek additional legal review before making a decision.

Prior to opening the public hearing, Councilmember Christensen asked who had been involved in the discussions with the Utah League of Cities and Towns. Mayor Dougherty explained that she had been the primary contact, with City Manager Trevor Cahoon participating in some discussions, and described how the issue came to her attention following the City's adoption of the term limits ordinance. She explained that after additional interest was expressed by Councilmembers and members of the public, she requested additional information from the League to present to the Council.

Councilmember Searle questioned why the matter was being presented during a regular Council meeting rather than first being discussed during a work session. Mayor Dougherty responded that she wanted to first determine the Council's interest in the issue before scheduling additional discussion, noting that the Council had several options available, including removing the provision from the ordinance, studying it further, or taking no action.

Councilmember Arave shared that although he had not spoken directly with the League, he had conducted independent research, including reviewing Syracuse City's discussion of municipal term limits. He noted that Syracuse's legal counsel had expressed similar concerns regarding the legal uncertainty surrounding the issue and that, while the courts have not ruled on the matter, the available legal guidance suggested municipalities should proceed cautiously.

Councilmember Danson asked what research had been completed before Clinton originally adopted the term limits ordinance. Mayor Dougherty explained that the ordinance had been adopted on a relatively short timeline and acknowledged that there had been limited research specific to municipal term limits. She noted that while numerous studies exist regarding legislative and congressional term limits, there is very little research addressing municipal offices.

Councilmember Searle expressed his desire to hear directly from City Attorney Todd Godfrey before the Council considered repealing the ordinance. Mayor Dougherty advised that she had discussed the issue with the City Attorney earlier in the day and that, while legal arguments could be made on either side, he acknowledged the League's concerns regarding the legal uncertainty of municipal term limits.

Mayor Dougherty opened the public hearing at 8:06 p.m.

Daniel Martinez, a Clinton resident, commented that he agreed municipal term limits did not appear to be well suited for local government because they could unnecessarily limit the pool of individuals available to serve in elected office. He then asked how staff determines which legislative or administrative code changes are brought before the City Council for consideration. Specifically, he questioned who decides whether a proposed change is considered a routine administrative matter or one significant enough to warrant Council review and discussion.

Mayor Dougherty explained that agenda development is a collaborative process involving the Mayor, City Manager, and staff. She stated that matters involving policy, ordinances, resolutions, significant expenditures, or legal liability are brought before the City Council, while routine administrative matters are handled by staff in accordance with existing policy and state law. She emphasized that staff would not intentionally withhold significant policy issues from the Council and that the Council retains the authority to review and act on legislative matters.

City Manager Trevor Cahoon further explained that his role is to administer the policies adopted by the City Council, while the Mayor serves as the City's chief executive officer and oversees implementation of those policies. He stated that administrative decisions are generally handled by staff, but when a matter involves policy or the existing policy is unclear, staff consults with the Mayor and, when appropriate, brings the issue before the City Council for direction.

There being no additional comments, Mayor Dougherty closed the public hearing.

Following the public hearing, the Council continued its discussion regarding Chapter 2-17. Councilmembers expressed support for obtaining additional legal review before making a final decision regarding municipal term limits while also recognizing that the remaining amendments contained in Ordinance No. 26-05 consisted primarily of legislative updates and administrative housekeeping revisions.

Councilmember Christensen stated that she supported keeping the City's code current with legislative changes but believed the term limits issue had become a separate policy discussion that deserved additional consideration. She expressed concern that significant policy issues should be discussed with the Council earlier in the process and encouraged greater collaboration among the Mayor, Council, staff, legal counsel, and outside organizations before recommendations are presented. She stated that early collaboration would strengthen the Council's decision-making process and help ensure all viewpoints are considered before policy recommendations are finalized.

Mayor Dougherty thanked Councilmember Christensen for her comments and agreed that open communication and collaboration are important. She explained that staff routinely researches legislative issues and presents recommendations to the Council but emphasized that the Council is ultimately responsible for establishing City policy. She reiterated that staff's intent was not to advocate for or against municipal term limits but to present the current legal guidance, explain the potential risks, and allow the Council to determine how it wished to proceed. She stated that she welcomed continued discussion regarding ways to improve communication while maintaining an efficient legislative process.

Mayor Dougherty explained that the City's Rules of Procedure normally require ordinances receiving a public hearing to be considered for adoption at a subsequent meeting. She advised that if the Council wished to move forward with the remaining legislative updates while postponing only Chapter 2-17, it would first need to suspend the Rules of Procedure and amend the ordinance to remove the term limits chapter from consideration. She explained that this procedure would allow the Council to adopt the routine legislative updates without delaying them while additional legal review of the municipal term limits issue was completed.

Councilmember Arave moved to postpone consideration of Ordinance No. 26-05 until the July 28, 2026, City Council meeting to allow additional time for Council review and consideration. Councilmember Danson seconded the motion. During discussion, Councilmembers expressed a desire to move forward with the routine legislative updates while continuing the discussion regarding Chapter 2-17 separately.

Councilmember Christensen made a substitute motion to suspend the Rules of Procedure, amend Ordinance No. 26-05 by removing Chapter 2-17 (Municipal Term Limits), and consider the amended ordinance that evening. Councilmember Danson seconded the substitute motion. Following discussion, the substitute motion passed by roll call vote, with Councilmember Arave voting No and Councilmembers Christensen, Danson, Larsen, and Searle voting Yes.

The Council then adopted Ordinance No. 26-05, as amended, postponing discussion of Chapter 2-17 to the July 28 meeting. Councilmember Searle requested that City Attorney Todd Godfrey provide written confirmation of his legal opinion regarding municipal term limits before the Council considered the matter again. Mayor Dougherty agreed that the issue would return to the Council with additional legal input before any further action was taken.

FISCAL YEAR 2025-26 FRAUD RISK ASSESSMENT REPORT

Finance Director Corey Christensen presented the Fiscal Year 2025-2026 Fraud Risk Assessment, explaining that the assessment is completed annually as required by the Utah Office of the State Auditor. He stated that the assessment evaluates the City's policies, internal controls, and operational practices designed to reduce the risk of fraud. Each control is assigned a point value, resulting in an overall fraud risk score and risk category.

Mr. Christensen reported that Clinton City received a score of 305 points, placing the City in the Moderate Risk category, which is consistent with the City's assessment results over the past several years. He explained that while the City's policies and procedures generally remain consistent from year to year, staff continually reviews internal controls to determine whether existing processes can be strengthened or improved as staffing assignments and operational responsibilities evolve. He noted that Finance staff had already identified several internal processes that could be enhanced to further strengthen the City's internal controls.

Councilmember Danson asked for clarification on Question No. 6 on the Basic Separation of Duties Questionnaire, which indicated that periodic general ledger reports were not reviewed by someone other than the clerk and did not identify a mitigating control. Mr. Christensen explained that the City does have a control in place for that process but believed it could be strengthened. He indicated the omission of the mitigating control notation on the questionnaire was likely an oversight and would be corrected.

There were no further questions from the Council. Mayor Dougherty noted that the Fraud Risk Assessment was presented for informational purposes only and that no Council action was required.

CONSENT ITEMS

1. Award Bid on Pump House
2. Public Treasurer's Investment Fund Certification of Authorized Individuals Resolution
3. Approval of Minutes: June 23, 2026 City Council Work Session and City Council Meeting
4. Approval of Accounts Payable: None

Mayor Dougherty presented the Consent Agenda for Council consideration. She briefly reviewed each item, noting that the award of the Pump House Project construction contract was a significant capital project associated with the City's new well. She explained that MJM Construction submitted the lowest responsive bid in the amount of \$2,299,000 and that the project would be funded through previously identified funding sources, including a grant from the Bureau of Reclamation. She also noted that the pump house is the next phase

necessary to place the new well into service, with additional improvements, including a future storage tank, planned for completion.

Mayor Dougherty also explained that the Public Treasurer's Investment Fund certification was being updated to remove former employees and authorize the appropriate current staff members to access the City's investment accounts. The remaining consent items included approval of the meeting minutes and the monthly Accounts Payable.

Councilmember Searle commented that he was pleased to see seven contractors submit bids for the Pump House Project, noting that many public projects receive only one or two bids. He stated that the competitive bidding process provided greater confidence in the bid results. Mayor Dougherty agreed that the number of bids received was encouraging and strengthened confidence in the award recommendation.

MOTION: Councilmember Danson moved to approve the consent items. Councilmember Arave seconded the motion. All members voted in favor of the motion. The motion carried.

OTHER BUSINESS

Fireworks After-Action Discussion

At the request of the Mayor, Fire Chief Jason Poulson provided an overview of the City's Fourth of July fireworks operations. Chief Poulson reported that the City's planning efforts, including pre-event coordination, staff assignments, and deployment of Community Emergency Response Team (CERT) volunteers, contributed to a successful holiday weekend. He stated that residents generally complied with the City's fireworks restrictions, used appropriate safety precautions, and enjoyed the holiday responsibly. Chief Poulson reported that only two minor fire incidents occurred during the four-day fireworks period, one of which was extinguished before emergency personnel arrived. Based on historical call data and this year's results, he concluded that the City's approach to restricting fireworks in high-risk areas while allowing their use elsewhere was effective. He also noted that staff would review the fireworks restriction map and consider improvements to make it easier for residents to understand in future years.

Mayor Dougherty invited Council Members to provide comments regarding the City's response and to discuss potential considerations should the Governor issue a similar executive order for Pioneer Day.

Councilmember Christensen commended the planning efforts of City staff and stated that the restriction map appeared to be well thought out and appropriately targeted to higher-risk areas. She also expressed appreciation for the professionalism demonstrated by the Mayor and Fire Chief during public discussion surrounding the City's decision.

Councilmember Arave commented that he looked forward to seeing the economic impact of visitors purchasing fireworks within Clinton. Chief Poulson responded that while some visitors from neighboring communities came to Clinton to use fireworks in permitted

areas, there were very few issues. He noted that staff addressed one situation involving teenagers using fireworks in an inappropriate location, who voluntarily relocated after being contacted, and reported one arrest during the holiday period while assisting the Police Department.

Councilmember Larson thanked City leadership for carefully evaluating public safety while also considering the impacts on local businesses and residents. He stated that he appreciated the City's measured approach and its commitment to allowing residents to responsibly govern themselves where conditions safely permitted. Mayor Dougherty agreed, explaining that the City's decision was based on an analysis of local emergency conditions and available authority under the Governor's executive order. She stated that City officials concluded Clinton did not experience the extreme fire hazards or strained emergency resources that would warrant a broader prohibition and believed the City's approach appropriately balanced public safety with individual responsibility.

Councilmember Danson asked about future communication strategies should similar emergency restrictions be considered. Mayor Dougherty explained that the City released information promptly to provide residents and local businesses with advance notice, but unexpected media coverage created confusion regarding Clinton's actions. She noted that communication strategies would be evaluated and refined if similar circumstances arise in the future. City Manager Trevor Cahoon added that the situation resulted from several unique circumstances occurring simultaneously and agreed there were opportunities to improve future public communications while recognizing the challenges posed by rapidly changing statewide conditions.

Councilmember Christensen also asked whether the City should review its procedures for neighborhood street closures associated with block parties. Mr. Cahoon reported that staff had already begun reviewing the City's special event permitting process, including roadway closures, notification requirements, and interdepartmental coordination, with the goal of developing a clearer and more consistent process for future neighborhood events.

CITY MANAGER/DEPARTMENT HEAD REPORTS

CITY MANAGER REPORT

City Manager Trevor Cahoon informed the Council that he intended to begin scheduling periodic one-on-one meetings with each Councilmember to better understand their priorities, concerns, and interests. He explained that the purpose of the meetings was to strengthen communication and collaboration between the Council and staff.

COUNCIL REPORTS

Councilmember Christensen reported that the July Planning Commission meeting had been canceled and stated she would attend the next scheduled meeting. She also reported that she met with Youth City Council Advisor Tangy Daley regarding upcoming Youth City Council activities, including participation in the Fire Department Open House and planning for a banquet to recognize outgoing members and welcome new participants.

Councilmember Larson reported that he had no additional updates.

Councilmember Arave reported that he had no additional updates.

Councilmember Searle reported that business at the South Sewer District was proceeding normally and that Kasey Jensen had recently been introduced to the District Board. He also informed the Council that he would be attending a county commission conference in Tulsa, Oklahoma during the next Council meeting and planned to participate remotely via Zoom.

Councilmember Danson reported that Youth City Council applications for the upcoming year would be accepted beginning in August and encouraged interested youth to participate. He also reported that the Communities That Care program and Fat Cats' "Parents Empowered" activities had been postponed while scheduling adjustments were being made.

MAYOR'S REPORT

Mayor Dougherty discussed the value of establishing several City Council committees to allow more detailed discussion of specific topics before bringing recommendations to the full Council. She suggested creating committees for Heritage Days, Code Review, Audit, and Budget, explaining that smaller groups could review issues in greater depth, provide recommendations, and improve Council efficiency.

The Council discussed the purpose of advisory committees, emphasizing that committees would not make final decisions but would research issues, gather information, and return recommendations for consideration by the full Council. Councilmembers expressed support for using committees to facilitate more thorough discussion while maintaining transparency and ensuring final decisions remain with the City Council.

The Council agreed that the proposed committee structure should be discussed further during a future work session to determine committee assignments, responsibilities, and expectations before implementation.

ADJOURNMENT

The City Council meeting adjourned at approximately 8:56 pm.

Dated this 28th day of July 2026
/s/Lisa Titensor, Clinton City Recorder