

KAYSVILLE CITY COUNCIL
May 16, 2024

Minutes of a regular Kaysville City Council meeting held on May 16, 2024 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson, and Council Member Perry Oaks

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, Finance Director Dean Storey, Assistant Finance Director Levi Ball, City Recorder Annemarie Plaizier, Information Systems Assistant Ardi Harsano, Assistant Police Chief Seth Ellington, Linda Francis, Kate Miller, Raegan Larsen, Jill Dredge

OPENING

Council Member Oaks opened the meeting with a reflective thought and a prayer, and then led the audience in the Pledge of Allegiance.

CALL TO THE PUBLIC

Nothing was brought under this item.

PRESENTATIONS AND AWARDS

PRESENTATION TO GRADUATING KAYSVILLE YOUTH CITY COUNCIL

Council Member Adams, council liaison to the Youth City Council, acknowledged the Kaysville Youth City Council and their significant contributions. He highlighted a memorable encounter where the youth council members engaged with the governor, displaying their intelligence and humor, and the governor sharing their jokes with the Utah League of Cities and Towns. Council Member Adams expressed his admiration for the youth council's insightful questions during their interactions with the governor. Council Member Adams proceeded to recognize the youth council members, noting that only two of the eleven graduating members were present. He listed the names of the absent members to ensure their efforts were acknowledged. The members recognized included Grace Mabey, who served from 2020 to 2023, Kaiya Cisney and Makaela Heath from 2020 to 2024, Maddie Miller who served from 2022 to 2024 and also served as Youth Mayor from 2023 to 2024, Misa Schimmer also from 2022 to 2024, and Lileigh Kimmel, Jane Weston, Kaden West, and Morgan Best, all serving from 2023 to 2024. Notably, Morgan Best was commended for designing the new logo for the youth council.

Council Member Adams recognized the two members present, Kate Miller who served from 2022 to 2024 and Raegan Larsen who served from 2023 to 2024, and presented them with a plaque in

appreciation for their service.

Mayor Tran extended a special thanks to Linda Francis, who has been serving as the youth city council advisor for years. She emphasized the importance of the Youth City Council's service, including all of their participation and support with local community events. Mayor Tran expressed her gratitude for the youth council's contributions to the community.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Blackham made a motion to remove the following consent item for discussion:

- e) A Resolution amending Section 4.01 "Paid Time Off and Short Term Medical Leave" of the Kaysville City Personnel Rules and Regulations.

Council Member Oaks seconded the motion.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea

The motion passed unanimously.

Council Member Oaks made a motion to approve the following consent items:

- a) Approval of Minutes of March 29, 2024 Council Work Session.
- b) Approval of Minutes of April 11, 2024 Council Meeting.
- c) Approval of Minutes of April 12, 2024 Council Work Session.
- d) Approval of mobile and portable radio flash software upgrade purchase - Kaysville Police Department.

Council Member Adams seconded the motion.

The vote on the motion was as follows:

Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously.

E. A RESOLUTION AMENDING SECTION 4.01 "PAID TIME OFF AND SHORT TERM MEDICAL LEAVE" OF THE KAYSVILLE CITY PERSONNEL RULES AND REGULATIONS

City Attorney Nic Mills explained that recently city staff discussed the city's personnel policy regarding PTO accrual for salaried employees. Salaried employees are at a disadvantage in terms of their ability to accrue leave. Theoretically, an hourly employee can accrue 320 hours of PTO and an additional 80 hours of compensatory time. In contrast, a salaried employee cannot accrue compensatory time off because they are not entitled to overtime benefits. This amendment would allow salaried employees to carry approximately the same amount of leave as hourly employees. This amendment would only affect approximately twelve employees. Staff does not anticipate any additional costs to the city based on the passage of this amendment.

Council Member Blackham pointed out that hourly employees often accumulate significant comp time, particularly during busy periods like snow plowing or working during the Fourth of July festivities, which allows them to take time off or receive compensation at a rate of time and a half. This policy benefits hourly employees who frequently work beyond their standard hours.

Nic Mills responded by clarifying that the proposed changes would not affect the existing comp time accrual for hourly employees. Instead, the changes aimed to align the benefits for salaried employees. The proposal would allow salaried employees to bank up to 400 hours of vacation, similar to their hourly counterparts who can accrue up to 320 hours plus 80 hours of comp time.

Council Member Blackham acknowledged the benefits already in place for hourly employees but questioned the necessity of increasing the accrual cap for salaried employees.

Nic Mills reiterated that the change would help put salaried employees, particularly police administrators, on a similar footing as hourly employees, given their roles often require extended hours during emergencies and special events.

Council Member Adams inquired about the tracking of hours for salaried employees.

Nic Mills explained that while salaried employees do not clock in and out, they do track and report their vacation hours.

Council Member Jackson asked what prompted the proposed amendment.

Nic Mills explained it stemmed from the need to support the sick leave donation program. Police administrators felt obligated to donate their accrued time, but their lower accrual cap placed them at a disadvantage. This proposal aimed to address that imbalance.

Council Member Blackham asked about potential liabilities and requested more information on the practices of other similar-sized cities regarding similar policies.

Jaysen Christensen supported the proposed change to maintain the health of the sick leave donation program and acknowledged the leadership role of department heads in such initiatives. He added

that if the council wished for more information, staff would be able to research other cities' policies for further comparison.

Mayor Tran emphasized the leadership and dedication of the city's department heads and added that this proposed amendment for salaried employees stems from the expectation for the department heads to contribute to the sick leave donation program. This policy change would address the imbalance faced by salaried employees who often donate their time to support lower-wage colleagues, ensuring a fairer system for managing their accrued leave.

Council Member Oaks made a motion to approve a Resolution amending Section 4.01 "Paid Time Off and Short Term Medical Leave" of the Kaysville City Personnel Rules and Regulations, seconded by Council Member Hunt.

The vote on the motion was as follows:

Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, nay
Council Member Adams, yea
Council Member Hunt, yea

The motion passed with a vote of four to one.

ACTION ITEMS

A RESOLUTION ADOPTING THE KAYSVILLE CITY TENTATIVE BUDGETS FOR FISCAL YEAR 2025

City Manager Jaysen Christensen stated that the City Council has held several work sessions over the previous months discussing the Fiscal Year 2025 budgets. The tentative budget being presented tonight has not been altered since the City Council last met to discuss the budget. The council will have opportunities to discuss the budget further in the next couple of months, but by adopting the tentative budgets, it makes them available for public inspection.

Mayor Tran opened the public comment period for this item, but there were no comments or questions from the public.

Council Member Hunt expressed general approval of the budget but raised concerns about certain aspects, specifically opposing the proposed raise for council members. While acknowledging the hard work of the council and understanding the arguments for the raise, Council Member Hunt felt it would be more appropriate to align council raises with those given to other employees, such as tying them to cost-of-living adjustments or setting them slightly below market average. Despite this concern, Council Member Hunt recognized that the council had productive discussions and viable solutions for other budget issues.

Council Member Oaks agreed with Council Member Hunt regarding council raises, noting that although substantial work has been done on the budget by staff, there are still areas requiring

further discussion. Council Member Oaks highlighted personal disagreement with the proposed COLA (Cost of Living Adjustment) and merit increases in the budget and expressed concerns about power rates and the necessity to raise them, suggesting that more discussion is needed on this topic. Additionally, Council Member Oaks pointed out concerns about potential cuts to essential city services or needs. While acknowledging the progress made, Council Member Oaks emphasized the need for specific areas of the budget to be revisited before final approval.

Council Member Blackham echoed concerns about the proposed COLA and merit increases in the budget, along with the power rate adjustments. He highlighted the cumulative impact of rising costs, including sewer rates, gas, food, and trash. Council Member Blackham emphasized the need to refine the budget without resorting to a tax increase, noting that residents have already faced significant financial pressures. He stressed the importance of making the budget work without additional tax burdens, mentioning increases in personnel expenditures as particularly challenging. Council Member Blackham reiterated that this budget is tentative and requires further work before finalization.

Council Member Adams expressed disagreement with Council Member Hunt regarding the proposed raises for council members and the mayor, arguing that the current raise is insufficient. He highlighted the disparity between their compensation and that of council members in neighboring cities, suggesting that better compensation would attract a larger pool of candidates and recognize the value of their time. Council Member Adams mentioned that the current pool of candidates for council positions was relatively small and believed that higher compensation could help improve this. Council Member Adams also pointed out that the raise constitutes a minor portion of the overall budget and suggested that those opposed to the raise, like Council Members Oaks and Hunt, could choose to donate their increase back to the city. He stressed that better compensation would enhance the quality of candidates and acknowledged the increasing demands and time commitments of their roles. Council Member Adams supported further discussions on the COLA and merit increases and expressed gratitude to the city staff for their efforts in the budgeting process.

Council Member Blackham clarified his position, supporting the proposed compensation increases for the mayor and council members. He emphasized that, despite the numerous raises for city employees over the years, the council and mayor had not received any increases, despite the significant additional time and effort they have been contributing.

Jaysen Christensen added his thanks to city staff for their hard work and to the council members for their extensive efforts over the past few months. He acknowledged the complexities and sensitivities surrounding salaries and compensation, noting that both taxpayers and employees are affected by current inflation. Mr. Christensen emphasized the need for a detailed staffing study, something that has not been done in a few years, to assess and address staffing needs objectively. He pointed out that the city runs a lean operation and that no staffing requests have been fulfilled by the council in recent years, leading to some departments feeling overwhelmed. Mr. Christensen suggested that a thorough, objective analysis would provide valuable data for making informed decisions. He also noted the rising rates in other cities as a point of concern and highlighted the importance of continued discussions on these topics in the coming months to ensure the city's staffing and compensation strategies are well-founded and responsive to actual needs.

Council Member Adams asked Jaysen Christensen for clarification on whether the proposed staffing study was intended for this year's budget or the next year's.

Jaysen Christensen confirmed that the study was not planned for this upcoming year, emphasizing the need for thorough research and understanding of staffing needs before making decisions. He noted that the current budget did not account for additional staffing but highlighted the importance of prioritizing and addressing these needs in the future.

Council Member Adams also commented on the impact of COLA (Cost of Living Adjustments) on budgeting for staffing. He pointed out that if the COLA rates had been more consistent in previous years, there might have been surplus funds available for hiring additional employees. Council Member Adams acknowledged the balance between providing adequate cost-of-living increases to employees and managing budget constraints to allow for staffing expansions. He expressed hope that with a more stable COLA rate in the future, there would be more financial flexibility to address staffing needs.

Council Member Jackson addressed concerns about the COLA and merit increases, emphasizing the council's commitment to taking care of their employees. He noted the national inflation rate at around 3.2% and suggested that the COLA should match this rate. While he remained uncertain about the merit increases, he highlighted the importance of aligning the COLA with inflation. Council Member Jackson also expressed concern about the ongoing hiring freeze, acknowledging the remarkable efforts of the staff to manage with limited resources. However, he cautioned against overworking the staff and advocated for lifting the hiring freeze to ensure adequate staffing levels across the city. He looked forward to obtaining more data to support informed decisions about staffing needs and ensuring the city operates efficiently without overburdening its employees.

Council Member Hunt reiterated her respect for the council's efforts in reviewing the budget and acknowledged the valid reasons for the suggested raises for council members and the mayor. She expressed appreciation for the idea of increasing the applicant pool by making the positions more attractive financially. Council Member Hunt clarified that her earlier comments were not meant to disrespect any council members and emphasized the importance of having open and respectful discussions. Council Member Hunt highlighted her concern for the city's budget, specifically pointing out the constant need to make tough decisions and the significance of the amount allocated for council raises. She noted that while this amount is small in the context of the overall budget, it could be coupled with savings from adjusting the COLA to potentially fund necessary staffing positions. Council Member Hunt expressed her increasing concern about staffing issues and the impact of repeated hiring freezes. She thanked the staff for their hard work on the budget and appreciated the council's willingness to engage in difficult conversations. Council Member Hunt also expressed gratitude for the council's collaborative spirit, contrasting it with other councils that may struggle with internal conflict. She concluded by emphasizing the shared goal of working towards the best interests of Kaysville.

Mayor Tran expressed appreciation for the efforts of everyone involved in the budget process. She emphasized the council's role as city planners responsible for anticipating future needs and being transparent about costs. Mayor Tran stressed the importance of communicating rising costs to

residents and acknowledged the necessity of dipping into funds and maintaining a hiring freeze for three years. She advocated for a staffing study to better plan for future projects and avoid surprises from cost increases. Mayor Tran underscored the hard work of the council, highlighting their involvement in multiple boards and committees and the significant time commitment required by each council member. She supported the proposed raises for council members, acknowledging their dedication and the associated costs of their roles. Mayor Tran reflected on past decisions, such as the high tax increase a few years ago, to illustrate the importance of incremental planning and transparency. She advocated for fiscal responsibility while recognizing the reality of increasing costs.

Council Member Adams made a motion to approve a Resolution adopting the Kaysville City Tentative Budgets for Fiscal Year 2025, seconded by Council Member Jackson.

The vote on the motion was as follows:

Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Hunt, nay
Council Member Jackson, yea

The motion passed with a vote of four to one.

WORK ITEMS

UPDATE REGARDING WASATCH INTEGRATED WASTE MANAGEMENT DISTRICT RECYCLING PROGRAM

Mayor Tran provided an update on her role as a member of the Wasatch Integrated Waste Management Board, which includes mayors, county commissioners, and other elected officials from across the county. The board oversees the county's waste management program, and they are currently addressing the issue of the landfill becoming full. A few years ago, the board considered mandating a bundled recycling program for cities, but the mayors preferred a strong encouragement approach rather than a mandate. They initially planned a PR campaign to educate the public about the benefits and efficacy of recycling, dispelling the myth that recyclables end up in landfills. The board recently decided to expedite the recycling program, which raised concerns among the mayors, including discussions at last year's council meetings. Kaysville proposed a resolution to revisit the program's language, favoring incentives over mandatory participation. Mayor Tran noted that Kaysville already has a 70% voluntary recycling participation rate, indicating strong community support for recycling without mandates. Mayor Tran explained that the new program would be an opt-out rather than a mandatory one, giving cities the discretion to implement it. For instance, Kaysville could allow residents to opt out under certain conditions or simply opt out without needing to provide reasons. Mayor Tran invited council members to ask questions or provide feedback for her to take to the board's June meeting.

Council Member Blackham clarified that the program would not require residents to have a second

recycling can. He expressed reluctance to support a program that would mandate recycling cans for residences.

Mayor Tran confirmed this, stating that the program's implementation details would be at the city's discretion.

Council Member Jackson supported the non-mandatory approach, noting that the overall recycling process is not necessarily as environmentally clean as often perceived, due to significant fossil fuel use and transportation costs. He emphasized that the city should avoid mandating extra cans due to the financial burden it could place on residents, particularly those on fixed incomes.

Council Member Hunt expressed satisfaction with the current system, finding it economically beneficial. She saw no need for mandatory participation given the high voluntary compliance rate.

Mayor Tran acknowledged the comments and reiterated the update on the Wasatch Integrated Waste Management Board's policy discussion, emphasizing the importance of city discretion in implementing recycling programs.

COUNCIL MEMBER REPORTS

Council Member Oaks provided an update on the RAMP (Recreation, Arts, Museums, and Parks) program, which was included in the tentative budget for Fiscal Year 2025 that was just approved. He mentioned that they had a meeting the previous night to discuss the program, now in its third year. Council Member Oaks praised the Parks and Recreation Department for their efforts in running the program and emphasized their commitment to establishing clear criteria for project approvals. This ensures that if any proposals are not approved, there are transparent reasons that can be communicated to those involved. Council Member Oaks expressed confidence that the program would continue to improve over time with these measures in place.

Council Member Hunt mentioned that the Youth Court had its last session for the school year and thanked the students who participated and supported the program

Council Member Adams recounted an incident where a historic home was torn down and how unfortunate it was that the Kaysville Historic Preservation Committee was not in place at the time and therefore was not involved to be able to take photos and document the home before it was torn down. There is a new rule in place that requires the Historic Preservation Committee to be notified prior to demolishing homes older than a certain age. Council Member Adams mentioned that this policy had already been beneficial in two cases. In the most recent instance, they found out a home that belonged to his wife's great-grandfather was going to be torn down, and because of the policy, they were able to visit the house and document it before its demolition, preserving important family memories. He highlighted this as an example of how thoughtful government action can have a meaningful impact on people's lives.

Mayor Tran reported on a recent meeting with Davis County Commissioner Bob Stevenson, the chair of the homeless task force. Mayor Tran and Jaysen Christensen learned that senior centers, including the one in Kaysville, were being considered as Code Blue shelters. This idea is

controversial because the Kaysville senior center is across the street from an elementary school. Despite reassurances that this wouldn't happen that came from county commissioners prior to this recent meeting with Commissioner Stevenson, the county, which owns the senior center building, might still proceed. The plan proposed by Commissioner Stevenson involves rotating the Code Blue shelter among the three cities within the county that have senior centers and the shelter would be activated if temperatures drop below eighteen degrees. The county's authority in this matter means that even if the city council opposes it, the county can make the final decision. Mayor Tran emphasized the community's need to voice their concerns and rally against this plan.

Council Member Adams highlighted the potential negative impacts on senior citizens as this will be in their senior centers and suggested rallying community members to attend county meetings to express their opposition. He noted that the plan could lead to senior citizens being displaced and exposed to illnesses.

Council Member Jackson criticized the county's approach, describing it as insufficiently planned and lacking leadership. He praised the city for trying to propose alternative solutions, such as using buses, which were dismissed by the county. Council Member Jackson stressed the importance of a well-thought-out plan involving nonprofits and community buy-in. He further shared his disappointment with the county's lack of specific data and thorough planning.

Jaysen Christensen clarified some points from their meeting with the county. He mentioned that over the previous winter, the county had been handing out hotel vouchers to those in need, but funding for these vouchers had run out, prompting the idea to shift to using the senior centers. He noted that the state mandates that the county provide up to sixteen beds, but the county usually only needs around eight to ten beds on Code Blue nights, which has been determined by the number of hotel vouchers that had been handed out. The proposed plan involves transporting individuals to the temporary shelter and back in a shuttle or similar vehicle.

The city council's discussion concluded with a general consensus and reiteration of the city's strong opposition to the current plan being proposed, citing major concerns about the proximity of the elementary school to Kaysville's senior center and the potential impact on senior citizens. The council encouraged the community to engage and express their concerns to the county.

CITY MANAGER REPORT

City Manager Jaysen Christensen made a couple of calendar announcements. First, he mentioned a meeting with the school district on Tuesday night regarding the Community Reinvestment Area (CRA) funding. This funding aims to revitalize and reinvest in the downtown area, potentially bringing about \$5 million to the city. The meeting was scheduled for Tuesday, May 21, at 5:00 p.m. at the School District Offices in Farmington. Secondly, Mr. Christensen clarified that there would be one more budget session planned for Wednesday, June 12, at 4:00 p.m. This session would allow time to hear public comments on the budget, receive more sales tax data, and revisit various budget items with the council for fine-tuning.

CLOSED SESSION

Council Member Hunt made a motion to recess the city council meeting at 8:17 p.m. and convene into a closed session to discuss the regarding deployment of security personnel, devices, or systems, in conformance with Utah State Code §52-4-205. The motion was seconded by Council Member Oaks and passed unanimously.

Council Member Jackson made a motion to adjourn the closed session at 8:29 p.m. and reconvene into the city council meeting, seconded by Council Member Adams. The motion passed unanimously.

ADJOURNMENT

Council Member Adams made a motion to adjourn the city council meeting at 8:30 p.m. The motion passed unanimously.