

KAYSVILLE CITY COUNCIL
July 3, 2025

Minutes of a regular Kaysville City Council meeting held on July 3, 2025, at 7:00 p.m. in the Council Chambers of Kaysville City Hall, located at 23 East Center Street, Kaysville, Utah.

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

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Fire Chief Paul Erickson, Information Systems Director Ryan Judd, Jill Dredge, Darlene Schons, Tom Kerr, Cindy Kerr

OPENING

Mayor Tamara Tran called the meeting to order and welcomed those in attendance.

Council Member Hunt provided the opening remarks. In recognition of the upcoming Independence Day holiday, she reflected on the importance of local government in preserving freedom and fostering community engagement. She expressed gratitude for the opportunity to serve on the City Council and acknowledged the contributions of community members who participate in local government. Council Member Hunt then led those present in the Pledge of Allegiance.

CALL TO THE PUBLIC

No comments or items were brought forward under this agenda item.

PRESENTATIONS AND AWARDS

PRESENTATION OF UNSUNG HERO AWARD TO KIM SMITH

Mayor Tran introduced the presentation of the Unsung Hero Award to Kim Smith. Although Ms. Smith was not present at the meeting, Mayor Tran provided a summary of her service to the community. Ms. Smith has served as the advisor to the Kaysville Youth Court for 24 years and plans to continue in the role for a final, 25th year. She was recognized with the Unsung Hero Award during the city's recent Patriotic Devotional. At that event, Ms. Smith shared insights about the Youth Court program, including its purpose and the number of students it has supported over the years. Mayor Tran noted her long-standing dedication to the community and announced that Ms. Smith would be recognized in the city's Independence Day parade.

STATE OF THE CITY PRESENTATION

City Manager Jaysen Christensen presented what he believed may be the first State of the City address in Kaysville's history, or at least the first in many years. He invited the City Council to provide feedback on the content and expressed a willingness to incorporate additional metrics or data in future updates. The presentation was drawn upon departmental reports from the previous year, highlighting key performance indicators across various city functions.

Mr. Christensen began by noting that Kaysville had received several Reader's Choice Awards through the Standard-Examiner and the Davis Chamber of Commerce, including Best City to Live In, Best Fire Department, Best Parade, and Best Library. These accolades were previously shared in the city newsletter, and a banner showcasing the awards would be carried by the Youth Council in the Independence Day parade.

Mr. Christensen then reviewed performance indicators from the Police Department. He reported approximately 11,000 total service calls in the past year, with each officer responding to roughly 800 calls annually. Approximately 450 cases were referred to the Investigations Division, which consists of three detectives, each managing about 150 cases. He highlighted concerns related to traffic enforcement, noting that while the number of traffic stops had increased, citation rates had remained level. In response to a question from Council Member Oaks about the drop in citations relative to stops, Mr. Christensen explained that citation issuance is at the discretion of individual officers and stated that he would follow up with the Police Chief for further insight.

Mr. Christensen also reported that the city recorded 500 auto accidents in 2024, 53 of which were classified as serious. He noted that the recently adopted modified budget included funding for an additional patrol sergeant position to support traffic safety and enforcement.

He further highlighted the regional SWAT team's participation in 21 incidents during 2024 and acknowledged the multi-agency Narcotics Task Force, which seized 500 pounds of methamphetamine and 1.4 million fentanyl pills during the year. The task force was recognized as the "Task Force of the Year" for the Rocky Mountain High-Intensity Drug Trafficking Area (HIDTA), which spans several western states.

Kaysville was also recognized as the second-safest city in Utah for two consecutive years; however, Mr. Christensen noted that in 2025, the city moved to fifth place in the rankings. He cautioned against overinterpreting the rankings, explaining that they are calculated based on the number of crimes per 1,000 residents. Cities with high levels of commercial activity often appear to have higher crime rates due to a greater volume of non-resident activity, which can distort statistics. By contrast, cities with lower commercial footprints often rank higher.

Turning to the Fire Department, Mr. Christensen reported approximately 2,000 total calls in the past year, including 250 mutual aid responses—primarily to Farmington. He noted the department's adoption of a Rapid Sequence Intubation (RSI) protocol, allowing responders to quickly take over a patient's breathing. The RSI program has been successfully utilized multiple times. He acknowledged Fire Chief Paul Erickson's presence and invited him to provide additional context.

Fire Chief Paul Erickson shared that the department was on pace to exceed 2,300 calls in 2025. He underscored the importance of knowing when not to use RSI, referring to a recent call on 200 North where the decision was made not to perform the procedure. In response to a question from Council Member Adams, Chief Erickson confirmed that relatively few recent calls had been to Farmington, though the department had experienced an especially high volume of activity leading into the holiday weekend.

Mayor Tran described her recent ride-along with the fire department, which included participation in a training exercise involving vehicle extrication and RSI simulation. She praised the department's training efforts. Mr. Christensen added that the department exceeds NFPA training standards and that both the RSI and heavy rescue programs are considered countywide models. Chief Erickson noted that the department regularly trains with neighboring agencies, including Layton and Farmington.

Addressing Public Works, Mr. Christensen reported a rise in infrastructure concerns, particularly water line failures. The city had averaged around 130 repairs annually in 2022 and 2023, but that number has begun to increase, especially in areas with high iron content soil that accelerates the deterioration of cast iron pipes. In response, the city implemented a rate forecasting tool, Waterworth, to model future costs and support data-informed rate setting. Mr. Christensen explained that current rates, in some cases, do not fully cover operational costs, and that capital expenses for system improvements are also increasing. He referenced major projects on Mutton Hollow and Main Street as examples of current infrastructure investment.

Mr. Christensen then addressed the Power Department's operations, specifically the reported increase in unscheduled outages from 35 in 2023 to 81 in 2024. He explained that the spike was due to the implementation of a new outage management system, which now tracks even brief disruptions that previously went unrecorded. Despite the increased count, the city's average service availability index remained steady at 99.98%. He illustrated the effectiveness of the new system with an example in which the power superintendent, while out of town, received an outage alert via mobile app and coordinated a response and repair within 35 minutes, with automated resident notifications sent out immediately.

Other major power projects included the rebuild of the King Clarion area infrastructure (involving approximately 30 new poles), the completion of the Shick Substation, and the beginning of work on the new Burton Substation. Mr. Christensen also described the city's prompt replacement of a malfunctioning transformer at the Shick Substation, crediting staff for acting swiftly to prevent any service interruptions. The department is also using the Waterworth model to project future power costs and assist with future rate planning.

Regarding Parks and Recreation, Mr. Christensen announced the renaming of the planned gymnasium to the "Kaysville Recreation Center," based on input from Mayor Tran and in coordination with the Davis School District. The facility will include multipurpose fitness rooms, exercise equipment, and a second-level walking track. Design is expected to be completed by October 2025, with construction bidding to occur in the winter and a projected opening in late summer 2027. Mr. Christensen commended the Parks and Recreation team for managing programs

with over 13,000 participants and stated they are already developing new programming for the recreation center once it is completed.

In the area of Community Development, Mr. Christensen reported a decline in new construction permits, including single-family homes and townhomes, which he attributed to broader economic trends. He noted the department's continued work on a small area plan for downtown revitalization and ongoing efforts to update city codes. With a new planner now on staff, the city hopes to allocate funds in future years for outside assistance in further code updates.

Mr. Christensen reviewed major fiscal considerations, stating that approximately 70–80% of the city's general fund is committed to personnel expenses—an expected figure for a service-driven organization. He noted that the number of full-time employees rose from 81 in 2014 to 127 in 2024. Much of that increase resulted from the transition to a full-time fire department, which added approximately 21 new positions beginning in 2018.

He then placed the staffing trend in context, noting that over the last 30 years, Kaysville's population has grown from 16,000 to 33,000, while non-fire full-time staffing grew from 51 to 104. He emphasized that staff growth has paralleled the city's population increase and the rising expectations for service delivery. He cited additional responsibilities taken on by the city, such as expanded school resource officer programs and the hiring of in-house legal counsel.

While acknowledging the unique growth in fire department staffing, Mr. Christensen reiterated that the shift to a full-time department was essential to meet public safety expectations, particularly in the growing western part of the city. He also addressed the proposed 31% property tax increase included in the FY26 budget, reminding the council of the scheduled Truth in Taxation hearing on August 7. Even with the proposed increase, Kaysville's overall tax burden would remain below that of most other cities in Davis County.

In response to a question from Council Member Adams, Mr. Christensen stated that some neighboring cities were also considering property tax increases, although some were unable to meet a new state deadline to declare intent by June 30. Mayor Tran added that some cities did not meet the deadline to notify of a tax increase and may have prevented some cities from proceeding this year.

Mr. Christensen referenced a pie chart showing that Kaysville City receives only 16% of a typical resident's property tax bill, with the majority going to the Davis School District and other taxing entities. He concluded with several strategic priorities drawn from the presentation, including public safety improvements, utility infrastructure, staffing, and decisions about future use of the Operations Center and former library building. He also noted ongoing efforts in economic development and downtown revitalization, and highlighted the importance of improving connectivity within the city, including through road and trail planning in collaboration with UDOT.

Aesthetic improvements and gateway beautification remain areas of community interest, and Mr. Christensen emphasized the need to address rising costs responsibly while maintaining quality service delivery. He also stressed the importance of strengthening communication among staff, council, and residents, citing the Fire Department's active social media presence as an example.

Following completion of the budget process, the city will resume its strategic planning efforts, with work sessions anticipated to begin in September or October.

Mayor Tran thanked Mr. Christensen for preparing the report, stating that it served as a valuable summary of department-level activities and citywide initiatives, and could be a helpful reference for both internal use and public communication.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were declared by any members of the City Council.

CONSENT ITEMS

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

- a) Approval of minutes from the May 15, 2025 Council meeting.
- b) Approval of minutes from the May 20, 2025 Council work session.
- c) Appointment of David Moore as an Alternate Planning Commissioner.

Council Member Oaks 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.

ACTION ITEMS

A RESOLUTION AND LETTER OF SUPPORT SELECTING AND SUPPORTING THE KAYSVILLE FIRE DEPARTMENT AS THE PROVIDER OF 911 EMERGENCY MEDICAL SERVICES AND INTERFACILITY TRANSPORT SERVICES

Fire Chief Paul Erickson presented a resolution and letter of support for selecting the Kaysville Fire Department as the city's official provider of 911 emergency medical services (EMS) and interfacility transport services. He explained that this action was required under Utah Senate Bill 215, which mandates greater transparency in the selection of EMS and transport providers by cities and counties.

Chief Erickson described the state's process as newly implemented and still evolving, with Kaysville being among the first municipalities to go through the updated procedure. As part of the process, the city issued a Request for Proposals (RFP) to allow for competitive consideration. Two responses were received, though only one was an inquiry from a company based in Virginia

seeking an extension to the deadline. The city, however, was unable to grant the request due to state requirements stipulating a minimum seven-day response window. With assistance from the city attorney and city recorder, the city fulfilled the state's RFP process and deadline.

The resolution and letter of support serve as the formal public action required under the law to confirm the Kaysville Fire Department as the selected provider. Chief Erickson noted that other cities, including Layton, were observing Kaysville's approach and had not yet held their own public hearings on the matter.

Mayor Tran and members of the City Council expressed their appreciation for Chief Erickson's work in complying with the new state process. No public comments were submitted regarding the item.

Council Member Blackham made a motion to approve the resolution and letter of support, officially naming Kaysville Fire Department as the city's EMS and transport provider. The motion was seconded by Council Member Adams.

The vote on the motion was as follows:

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

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Mayor Tran expressed appreciation to city staff working extended hours to support Fourth of July events. She acknowledged the behind-the-scenes contributions of employees from multiple departments who assisted with logistics such as barricade placement, trash removal, and other tasks, many of whom sacrificed holiday time with their families. Mayor Tran also recognized the upcoming retirement of Finance Director Dean Storey, who was hired directly out of college and has served as the city's finance director throughout his career. She noted that a presentation in his honor had been held earlier in the day with fellow employees and department heads.

Chief Erickson returned to the podium to report that the city had been awarded a \$139,000 state-funded First Responder Mental Health Grant. The program is a legislative requirement, and Chief Erickson will be responsible for quarterly reporting on the use of funds. Mayor Tran and council members expressed appreciation for the award and the support it provides for public safety personnel.

Council Member Blackham added that several other long-serving city employees were also retiring, including Holly Henderson, Bruce Rigby, and Fire Captain Jason Taylor. He stated that retirement celebrations for Dean Storey, Holly Henderson, and Bruce Rigby would be held on

Thursday, July 10, and Captain Jason Taylor's farewell would take place on Friday, July 11. He encouraged attendance and acknowledged the positive impact each had made during their tenure with the city.

Council Member Blackham also provided updates on two Parks Department initiatives. Staff are working on a plan to resume tent camping at Wilderness Park through a reservation and fee-based system. Campfires will be prohibited, with signage to be installed to ensure safety. In addition, he announced that the new restroom facility on the Rail Trail, located at Flint Street and Webb Lane, had been completed and opened earlier that week. He complimented the contractor's work and the quality of the finished facility. Mayor Tran echoed these comments, stating that the restroom structure looked excellent.

Council Member Adams acknowledged the police officer attending the meeting and recognized the work of law enforcement and first responders during the summer heat, particularly around the busy holiday period.

Council Member Jackson reported that he had received feedback from residents about the splash pad. Concerns included limited shade and the placement of benches. He stated that city staff were evaluating possible adjustments, such as relocating benches and planting large shade trees in the fall. Mayor Tran noted that additional trash cans had also been installed in response to resident input. Council Member Blackham informed the council that one of the splash pad's main features had been shut down due to a significant water leak. Repairs would require jackhammering and would not be addressed until after the summer season, at which point the city would work to restore full functionality.

Mayor Tran shared that there had been recent incidents of vandalism in local parks. These included grass damage caused by motorbikes or bicycles at Barnes Park and the intentional destruction of toilets in park restrooms. She urged parents to speak with their children about the importance of treating public spaces with respect and encouraged residents to report vandalism to law enforcement. Mayor Tran noted that some incidents had been captured on camera, and the city was encouraging those responsible to come forward.

CITY MANAGER REPORT

City Manager Jaysen Christensen reminded the council that the next City Council meeting would be held on Thursday, August 7, 2025. He explained that the regularly scheduled meeting on July 17 had been canceled due to a lack of pressing business and potential scheduling conflicts. The August meeting will include the state-required Truth in Taxation hearing.

Mr. Christensen reiterated the schedule for upcoming retirement celebrations. Dean Storey, Holly Henderson, and Bruce Rigby would be honored on Thursday, July 10 at 2:00 p.m. in the City Council Chambers. Captain Jason Taylor's farewell would take place on Friday, July 11, also in the Council Chambers, from 2:00 to 4:00 p.m., with a formal presentation scheduled for 2:30 p.m.

He then announced that Ryan Judd had been formally named the city's Information Technology Director. While the structural and compensation aspects of the role remain the same, the new

designation formally recognizes Mr. Judd's leadership in overseeing citywide technology efforts. Mr. Christensen praised Mr. Judd's contributions, including the recent rollout of an AI-powered chatbot on the city's website. The chatbot allows residents to ask questions in natural language and receive instant answers, reducing the need for staff to respond to routine inquiries. Mr. Christensen noted that the service was procured using existing funds, with Mr. Judd successfully negotiating the cost from \$9,000 down to \$5,000 for a one-year trial. Similar tools have been adopted in other cities with positive results, and Kaysville intends to evaluate its performance over the coming year.

CLOSED SESSION

Council Member Adams made a motion to recess the City Council meeting at 7:47 p.m. and convene a closed session to discuss the character and/or competency of individual(s), pending or reasonably imminent litigation, the purchase, sale, exchange, or lease of real property, water rights or shares, and/or the deployment of security personnel, devices, or systems, as permitted under Utah Code §52-4-205. The motion was seconded by Council Member Hunt and passed unanimously.

Council Member Adams made a motion to adjourn the closed session at 8:17 p.m. and reconvene the City Council meeting. The motion was seconded by Council Member Oaks and passed unanimously.

ADJOURNMENT

Council Member Adams made a motion to adjourn the Kaysville City Council meeting at 8:17 p.m. The motion passed unanimously.