1. City Council Meeting Agenda

    Documents:

        FEBRUARY 16, 2017 CITY COUNCIL REGULAR MEETING AGENDA PACKET.PDF
        FEBRUARY 16, 2017 CITY COUNCIL REGULAR MEETING AGENDA.PDF

2. Meeting Audio & Video

    - MEETING AUDIO
    - MEETING VIDEO
    - MEETING VIDEO 2

MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a Special Work Meeting starting at 5:00 p.m. followed by a regular City Council Meeting on Thursday, February 16, 2017, starting at 7:00 p.m. in the Council Room of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT.

The agenda shall be as follows:

5:00 p.m. SPECIAL WORK MEETING

1. LTAP Report/Public Works Presentation.

7:00 p.m. CITY COUNCIL MEETING

1. Opening – Council Member Dave Adams.
2. Business Spotlight – Orange Theory.
3. Call to the Public.
4. Old Library Proposal Discussion – JRCA.
5. Department Report – Josh Belnap, Public Works.
6. Adoption of Ordinance 17-2-1 Amending Certain Provisions of the Revised Ordinances Pertaining to the Parks and Recreation Department – Cole Stephens.
7. Adoption of Ordinance 17-2-2 Amending the Revised Ordinances Pertaining to the Cemetery – Cole Stephens.
8. Parking Proposal around Davis High School.
9. Council Member Reports.
10. Minutes.
11. Calendar.
12. Adjournment.

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at City Hall and emailed copies to media representatives on February 10, 2017.

Maria Devereux

Maria T. Devereux
City Recorder

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Appendix H. Recommended Pavement Preservation Program and Proposed Funding Allocation

Introduction

One of Kaysville City's most valuable infrastructure assets is the ~168 miles of local streets within its network. Maintaining the street network at a high level of service will promote the prosperity of Kaysville City's entire community. Many state and local transportation agencies currently use a pavement management system and/or a maintenance management system to cost effectively preserve and improve their street network. The Utah Local Technical Assistance Program (LTAP) assists local agencies in the state of Utah and surrounding states to implement and use such a tool to maintain, preserve, and enhance their road and street facilities and more effectively manage the allocation of funding as it pertains to the existing street network.

Kaysville City asked the Utah Local Technical Assistance Program (LTAP) to develop a pavement management system that could be used in their transportation plan. This report describes the system's major elements, the processes, and the work accomplished to facilitate its implementation in Kaysville City. The pavement management system provides:

- A complete GIS-based physical inventory and condition survey of the street network
- A needs assessment process
- Analyses of root causes of pavement deterioration
- Analysis of current street maintenance programs
- Recommended maintenance and preservation treatments
- Treatment costs and budget proposals
- A method to evaluate alternate funding scenarios to maximize the average remaining service life (RSL) of the street network

Figure 1 outlines the major elements and processes incorporated in Kaysville City's Pavement Management System. The following sections of this report describe each step of the process in detail, the results of field surveys and analyses, and the conclusions and recommendations offered to assist in the full implementation of the system in Kaysville City.

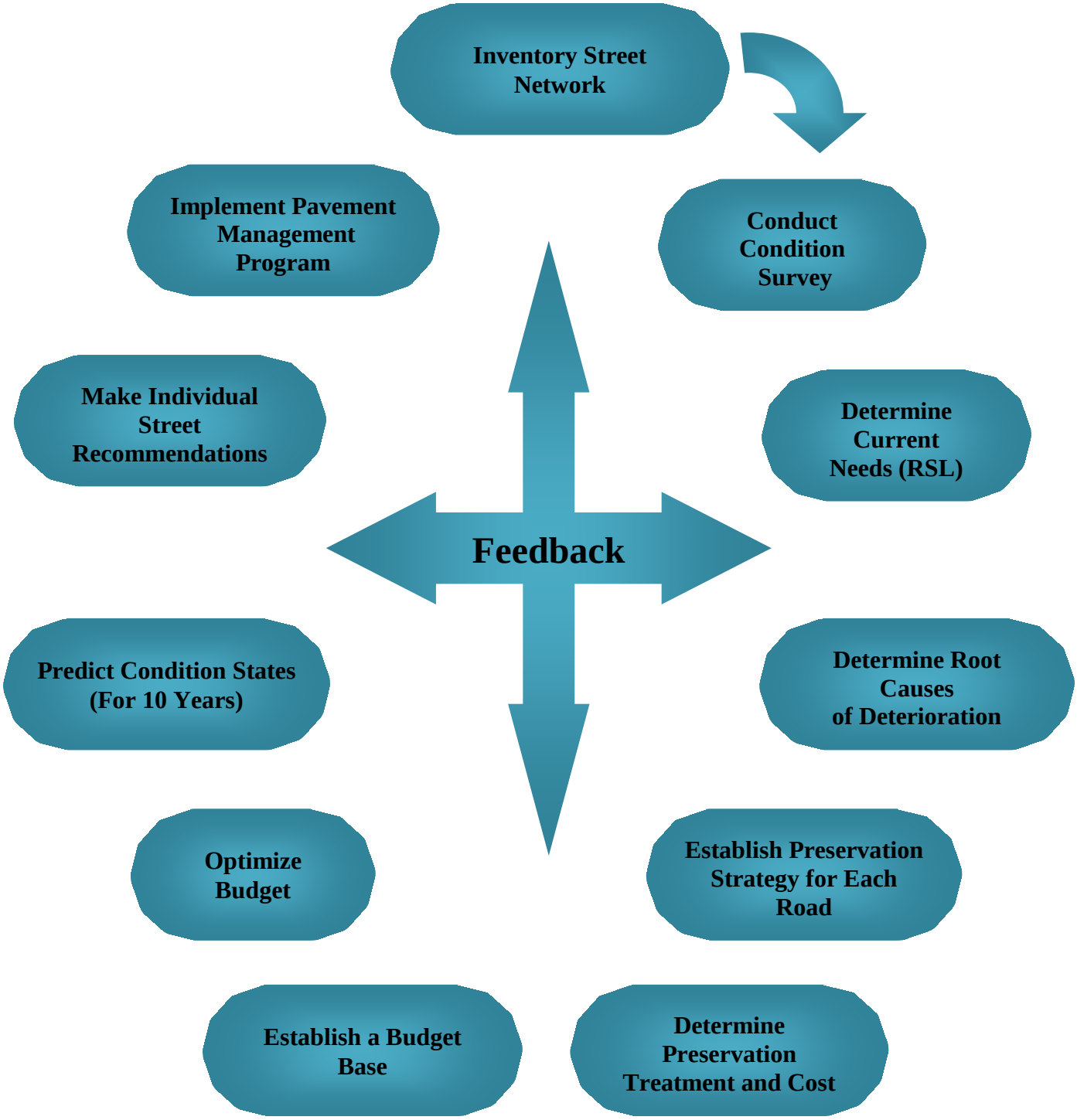


Figure 1. Pavement Management Process Diagram

Inventory of Road Network

The first step in the process of inventorying Kaysville City's local street network involved assigning a functional classification to each street. City officials assisted in making these classifications. Excluding the state routes, the inventory identified Six functional classifications: residential, major and minor collector, major and minor arterial, and other. Currently, the Utah Department of Transportation (UDOT) maintains all sections of Main Street South of 200 North, State Road 273, 200 North and Highway 89 within city boundaries.

Kaysville City had previously developed a GIS map of the road network, which served as a base map for the inventory. In addition to using the existing shapefiles of the centerlines of each street, a measuring wheel was used to measure the widths. The GIS data was used to calculate the lengths of all street segments. These measured widths and lengths were used to calculate the surface areas.

A complete condition survey of Kaysville City's local road network was conducted during August of 2016. Employees from the Utah LTAP (Local Technical Assistance Program) Center used the Strategic Highway Research Program (SHRP) Distress Manual as a guide to conduct the pavement distress survey.

Appendix A has the complete results of the inventory processes. Inventory details include street name, starting and ending addresses of the segment, functional classification, segment width and length, estimated remaining service life (RSL), surface area of the pavement in square yards, and the percent of network area represented by each segment.

Table 1, an excerpt from Appendix A, shows the details covered in the inventory process.

Table 1. Excerpt Showing Details in the Inventory Process of the Local Street Network

ID	Street Name	From	To	Class	Width (ft)	Length (ft)	RSL	%Area	Area (sq yd)
1722	100 South	100 West	200 West	Residential	30	1911	10	0.25	6370
1724	100 South	200 West	300 West	Residential	30	1894	10	0.25	6313
390	100 South	500 East	400 East	Residential	40	2058	8	0.36	9146
30	100 West	Center St	100 N	Residential	25	1898	8	0.21	5272
57	100 West	100 North	200 N	Residential	30	1949	6	0.26	6496
136	100 West	100 South	Center St	Residential	30	1959	10	0.26	6530
38	100 West	575 North	Dead End	Residential	30	205	10	0.03	683

Table 2 provides a summary of the street inventory information in terms of surface area and the percent of the street network represented by each functional class.

Table 2. Functional Classification by Surface Area and Percent of Local Street Network

	Major Collector	Minor Collector	Residential
Area (yd^2)	130,938	328,574	2,461,239
Percent of Road Network	4.5%	11.3%	84.3%

As shown in Table 2, the street network in Kaysville City is classified as 4.5% Major Collectors, 11.2% Minor Collector, and 84.3% Residential. Figure 2 illustrates this information in graphical form.

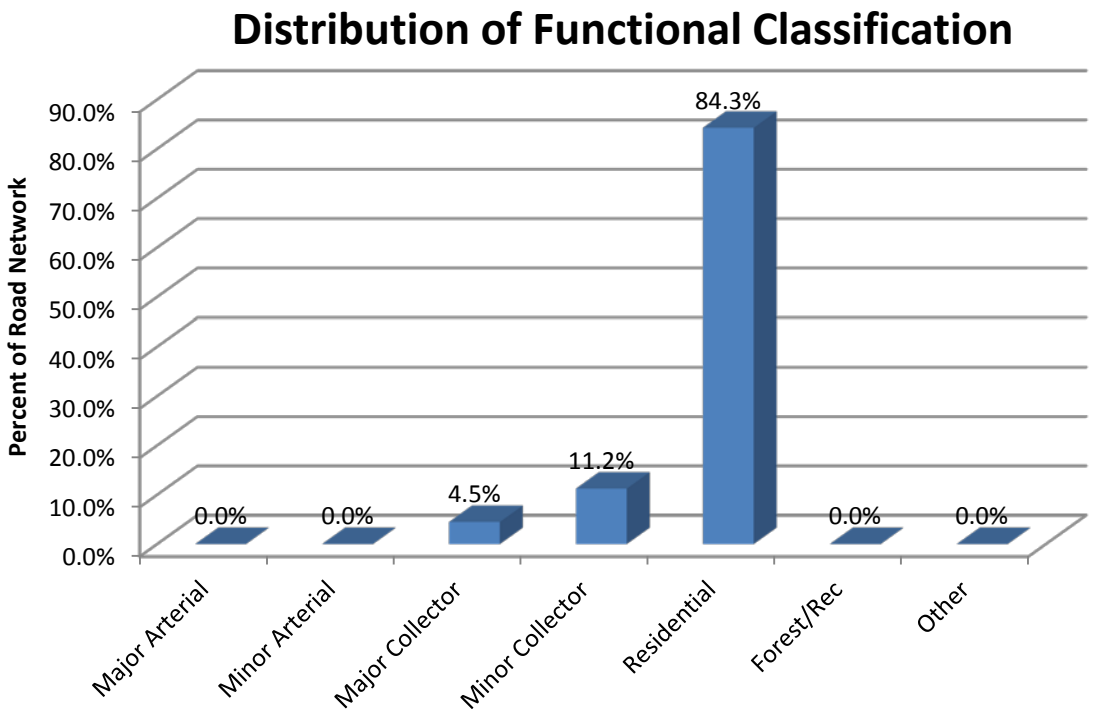


Figure 2. Distribution of Street Network by Functional Classification

This inventory excludes pavement structure details such as date of initial construction, layer thickness, and pavement design criteria of each street. This information can be obtained from historical records, maintenance personnel, or sampling and testing of the pavement structure. This information should be incorporated through further implementation efforts and by working closely with Kaysville City Public Works.

Pavement Type Distribution of the Road Network

The current percentages of asphalt and concrete roads by surface area are shown in Figure 3.

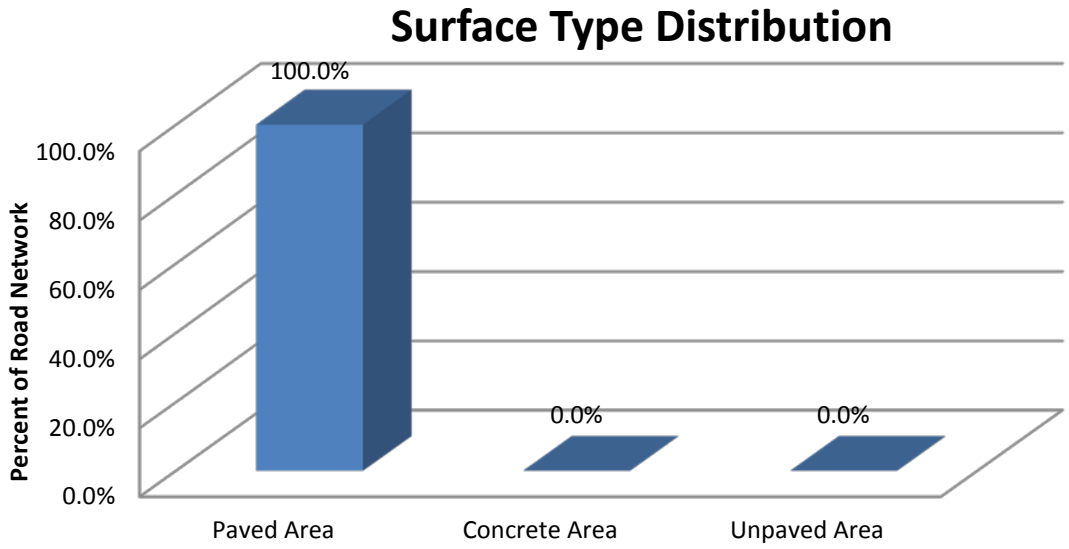


Figure 3. Percentages of Asphalt and Concrete Streets by Surface Area

If this same comparison is made using the number of street segments instead of surface area, there are 1,382 local street segments in Kaysville City that are asphalt and 0 segments that are concrete. Because there are such small percentages of concrete segments and unpaved surface within Kaysville City's jurisdiction, only limited examination of these segments will be provided in this report.

Pavement Condition Survey

Asphalt Road Network

A complete condition survey covering surface smoothness, drainage, and pavement distress of Kaysville City's road network was conducted during August of 2016. Employees from the Utah LTAP (Local Technical Assistance Program) Center used the Strategic Highway Research Program (SHRP) manual, Distress Identification Manual for the Long-Term Pavement Performance Project, as a guide to conduct the pavement distress survey.

The principal focus of the condition survey was to identify and determine the severity level and extent of each distress type. Each asphalt street segment was closely surveyed with respect to potholes/utility cuts, rutting, transverse cracking, longitudinal cracking, block cracking, edge cracking, and fatigue (alligator) cracking. The severity level and extent of each distress type were evaluated in accord with the condition survey evaluation sheet shown in Appendix B. Appendix C shows the detailed distress information for each road segment.

Pavement surface smoothness and surface drainage for each segment were evaluated subjectively using the ratings of excellent, good, fair, or poor. Pavement surface smoothness of each street was determined by driving over each segment. If the pavement appeared to be new and there was no discernible roughness felt in the ride of the vehicle, the pavement smoothness was rated excellent. The pavement smoothness was rated good if the ride of the vehicle remained smooth, yet the pavement appeared to show some signs of distress. A rating of fair for pavement smoothness was given if there was notable roughness felt in the ride of the vehicle but little discomfort sensed by the driver. If there was substantial roughness felt in the ride of the vehicle, leading to a reduction of speed of the vehicle below the posted limit, the pavement smoothness was rated as poor. Table 3 illustrates this information. Figure 4 shows the results of the pavement smoothness survey.

Table 3. Pavement Surface Smoothness Rating Criteria

RATINGS	SMOOTHNESS RATING CRITERIA
Excellent	Newly Constructed
Good	Smooth ride, minor distress
Fair	Moderate Distress
Poor	Severe Distress (decrease speed)

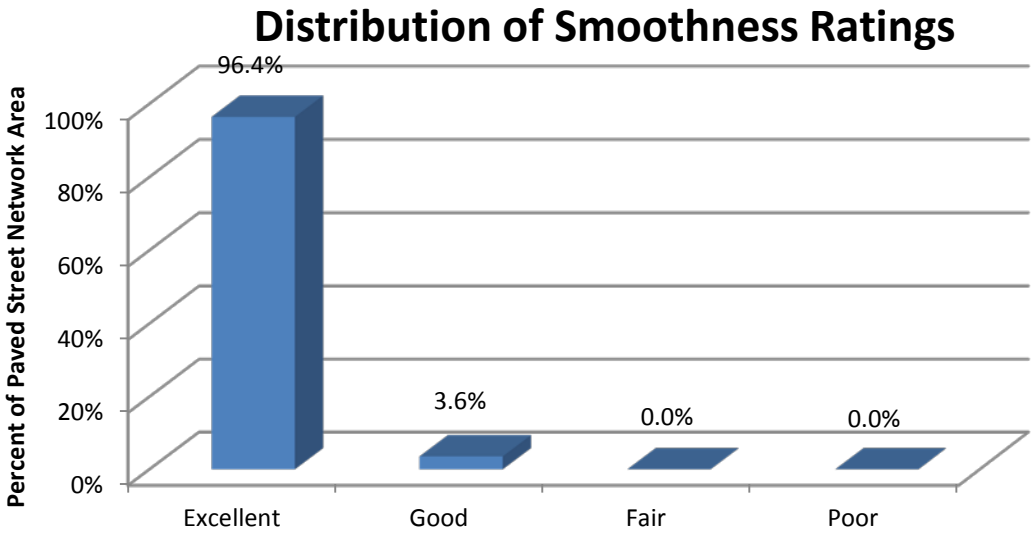


Figure 4. Distribution of Smoothness Ratings

As shown in Figure 4, the majority of Kaysville City's asphalt streets under the "Excellent" category. Rough streets provide a lower level of service that may increase car repair costs and fuel consumption.

During the condition survey, pavement surface drainage conditions were also evaluated. Table 4 shows the rating criteria used to evaluate pavement surface drainage.

Table 4. Pavement Surface Drainage Rating Criteria

RATINGS	DRAINAGE RATING CRITERIA
Excellent	Newly constructed, cross-slope > 2%, drainage provisions provided
Good	Cross-slope > 2%, drainage provisions provided
Fair	Cross-slope < 2%, no drainage provisions provided
Poor	Flat or concave cross-slope, ponding surface water evident, no drainage provisions provided

Visual condition surveys were calculated to evaluate pavement surface drainage conditions. If a newly-constructed road had a cross-slope of at least two percent (2%) or more, and provision was made for surface water to drain (e.g., well-graded ditches, curb and gutter, drainage structures, or paved ditches); surface drainage was rated as excellent. In the case that the road was not newly constructed but otherwise met the preceding criteria then it received a surface drainage rating of good. When the pavement cross-slope varied below two percent (2%), evidence of surface water ponding was observed, or the surface drainage features were not well maintained; surface drainage conditions were rated as fair. A poor surface drainage rating was given if the pavement cross-slope was flat or directed toward the centerline of the street, if surface water ponding was observed, or drainage provisions were not maintained or provided. The following four photographs illustrate each of these ratings, respectively.

Photo 1. Excellent Surface Drainage – 1000 South from Main St. to 750 East

Photo 2. Good Surface Drainage – 350 South from 200 West to 250 West

Photo 3. Fair Surface Drainage – Laurelwood Dr from 925 East to 1000 East

Photo 4. Poor Surface Drainage- (West Valley City)

Figure 5 shows the pavement drainage rating distribution for Kaysville City's street network in graph form.

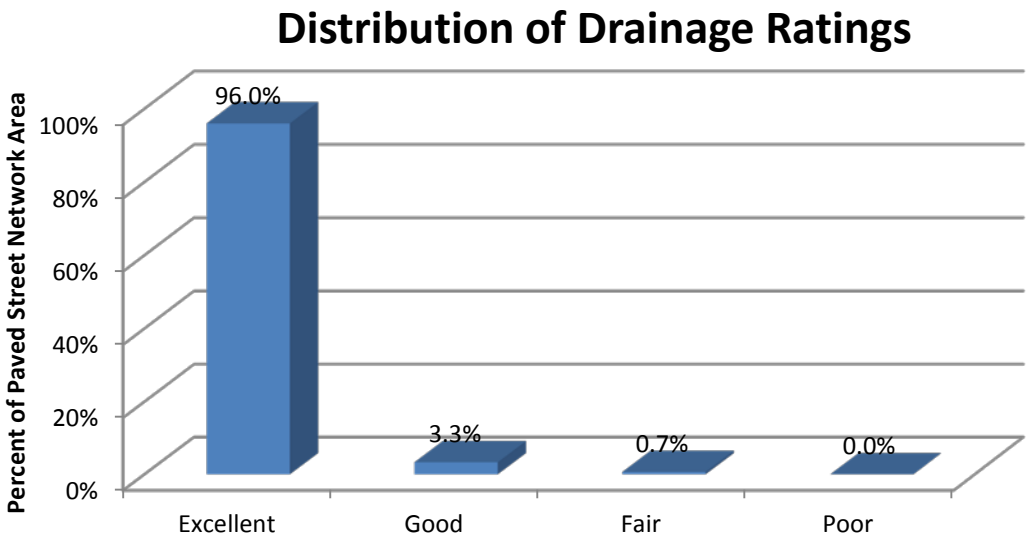


Figure 5. Pavement Drainage Rating Distribution

Asphalt Pavement Design & Performance

Typically, asphalt pavements designed in accord with the AASHTO Guide for Design of Pavement Structures, ought to provide for twenty years of traffic loading (18 kip ESAL's) before reaching a terminal serviceability level at which point reconstruction is required (RSL = 0). For management purposes, the same estimate is used to calculate the service life of concrete pavements as well. Conventional practice usually provides for a preventative maintenance treatment and rehabilitative treatment to be applied to the asphalt or concrete pavement during its 20-year service life. Timing is critical in the placement of the preventative maintenance and the rehabilitative treatment to achieve the best level of service at the least amount of cost.

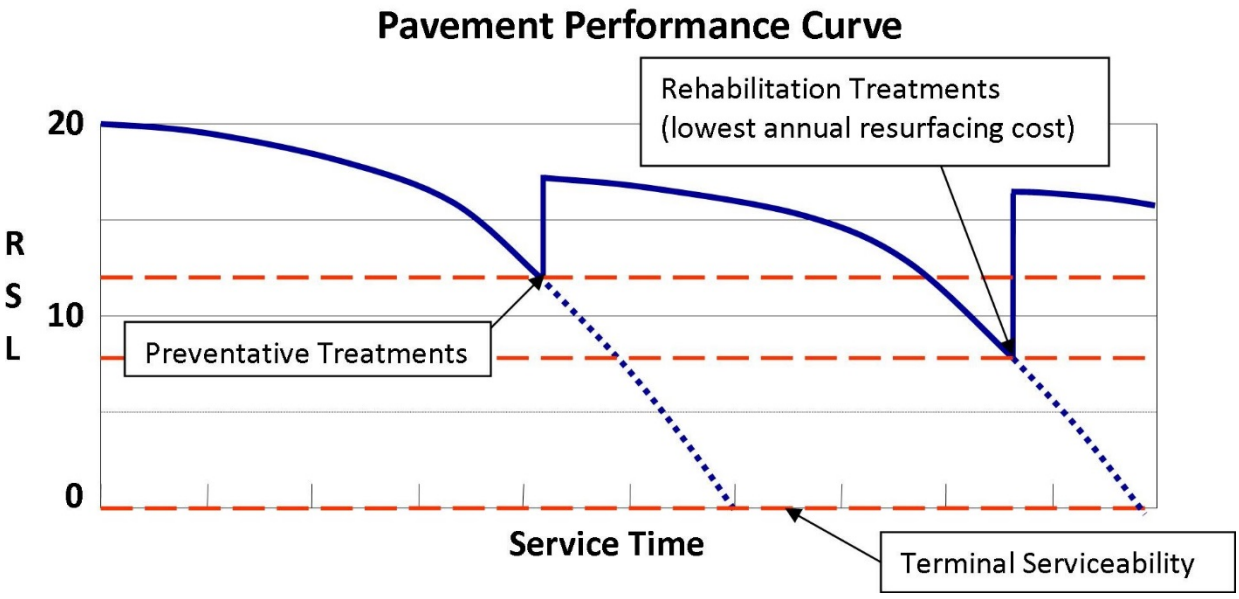


Figure 6. Pavement Performance Curve

Figure 6 shows a typical pavement performance curve for asphalt pavements. This figure emphasizes the time relationship between street pavement condition and the cost of repair.

After eight years of service (RSL = 12), most asphalt and concrete pavements will deteriorate to a "good" condition category. This relates to a thirty-three percent (33%) drop in the service life of the pavement and is the optimal point in time at which a preventative maintenance treatment

should be placed. After twelve years of service (RSL = 8), most asphalt and concrete pavements will deteriorate to a “fair” condition rating. This represents a sixty percent (60%) drop in the service life of the pavement and is the best point in time at which to consider a rehabilitation treatment. If no renovation action occurs at this point, the street will likely deteriorate to the "poor" category within three years (RSL = 5). Cost comparisons show that reconstruction costs three to five times more than rehabilitation strategies. The cost to maintain a pavement with preventative maintenance strategies relates to about one-third the cost of rehabilitation strategies, or one-sixth the cost of reconstruction.

Major Causes of Asphalt Pavement Distress

The predominant asphalt pavement distresses affecting Kaysville City's streets were determined from the pavement distress survey information. Analysis of this information showed that there were seven major distress types in the street network. Pavement roughness results from these distresses. Fatigue cracking was the major distress type found occurring most frequently in the street network.

The root causes of each of the seven main distress types are described as follows, along with respective suggestions on how to mitigate the development of each:

Transverse cracking in asphalt pavements is normally attributed to thermal changes in the pavement structure. As seasonal temperatures change, the pavement expands and contracts beyond the limits that asphalt can tolerate, thus causing transverse cracking. If these transverse cracks are not sealed early in their development, they will continue to grow in terms of both severity and extent, and they will allow surface moisture to enter the pavement causing further distress to develop. Recent developments in asphalt technology known as the Superpave System have shown the potential to preclude the development of transverse cracking if used in new asphalt pavements. Use of performance graded (PG) asphalt cements and the Superpave mix design system, along with good quality control and good hot mix asphalt construction practice can potentially eliminate this type of distress from occurring. Using the Superpave System on newly constructed or reconstructed streets that serve a relatively high volume of traffic is recommended.

Longitudinal cracking is related to two different causes. The first is poor construction. When a street is constructed, it is normally built in two or more sections. Problems, such as poor compaction or segregation in the asphalt mix, will cause longitudinal cracks along the construction seam. The second cause of longitudinal cracks is load related. These longitudinal cracks are found in the wheel paths of the travel lanes. These cracks are due to early fatigue

failure and should be treated as fatigue cracks. On some street segments that are extremely wide, longitudinal cracking may be caused by thermal changes as with transverse cracks.
Block cracking is a combination of transverse and longitudinal cracking that occurs when the transverse and longitudinal cracks intersect. The combination of these two distresses allows greater opportunity for surface water to enter the pavement structure, thus decreasing the load carrying capacity of the pavement. Once a block forms, water enters and softens the base. As the base softens, normal traffic loading progressively breaks the pavement into smaller and smaller blocks. This leads to the development of fatigue cracking.

Utility cuts are man-made cuts and have been shown to reduce the service life of a street by as much as five to seven years. Although utility cuts are sometimes inevitable, good planning and coordination of utility work can reduce the number of utility cuts made in newer streets.

Only limited rutting of the pavement surface was observed in Kaysville City's street network. This form of distress typically occurs in the wheel paths and is a result of deformation in the pavement structure or subgrade. This deformation comes from heavy axle loads acting in combination with moisture to deform and rut the pavement. Inadequate compaction during construction can also result in deformation. Rutting may also occur in hot weather when the asphalt is less viscous and has less shear strength. In this case, rutting usually results from the use of poor materials, poor asphalt mix design, poor quality control, or poor construction.

Edge cracking was generally found in street segments where pavement edges had little or no support. Those segments that had no paved shoulders or supporting curb and gutter sections were more prone to this type of distress.

Fatigue cracking in asphalt pavements is largely caused by loss of base and subgrade support due to moisture infiltrating the pavement. Once moisture softens the base and subgrade layers, the asphalt pavement can no longer effectively carry the traffic loading. This results in pavement cracking and breakup. The fatigue cracking prevalent in the streets of Kaysville City is most

likely caused by water saturating the base and subgrade layers. With the subgrade saturated, the road structure flexes and gives under the weight of a vehicle that drives over the street.
Heavy vehicle traffic on the streets also causes fatigue cracking. Such vehicles cause higher stresses in the pavement than is provided in the design. In those areas of the city where new homes are being constructed, concrete trucks or other heavy vehicles, can cause major damage to the streets. Heavy commercial trucks fall within the heavy vehicle traffic designation.

Pavement Distress Survey & Analysis

The first step in the analysis of the pavement distress survey information involves determining the governing distress type for each street segment. A governing distress is one that is most detrimental to the condition of the pavement, and so should be the focus of treatment. Each rating for each distress is associated with an RSL value; the worse the rating, the worse the RSL. To analyze a segment, find the lowest RSL value associated with any of the distresses assigned to the segment. This value becomes the RSL for the entire segment and the corresponding distress is the governing distress.

Figure 7 shows an example rating sheet for a road segment and Table 5 shows the RSL values associated with fatigue cracking ratings. The distress rating of 5 for fatigue cracking corresponds with an RSL of 8. Similar tables would be used for the other distresses reported on the segment. An analysis of the distresses shown below shows that fatigue cracking is the governing distress because it gives the lowest RSL value (besides being the highest numerical rating).

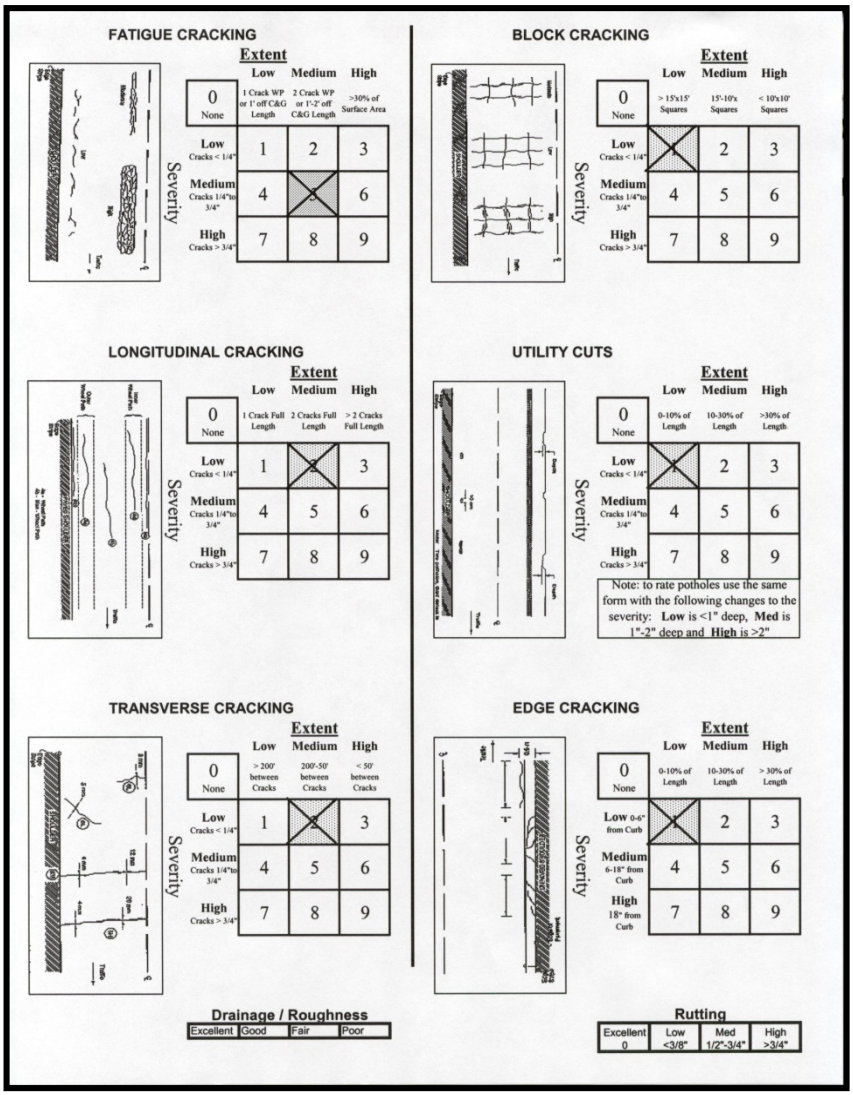


Figure 7. Condition Rating Sheet

The governing distress is the distress most likely to cause the pavement to deteriorate the soonest and reduce the serviceability of the street. Appendix D contains the deterioration tables for the other distress

types. These tables can be adjusted by experienced personnel to more accurately reflect the effects of local environmental and traffic loading conditions.

Table 5. Fatigue Cracking Distress Table

RATING	SEVERITY & EXTENT	RSL
0	No Alligator Cracking	20
1	Low, Low	16
2	Low, Medium	10
3	Low, High	6
4	Medium, Low	12
5	Medium, Medium	8
6	Medium, High	4
7	High, Low	10
8	High, Medium	6
9	High, High	0

Table 6 includes several recommended preservation strategies and treatments, the estimated cost of each treatment, and the estimated remaining service life the road is expected to gain after the treatment is applied.

Table 6. Maintenance Performance Table

Treatment Type	Maint. Category	Cost per yds^2	0	1-3	4-6	7-9	10-12	13-15	16-18	19-21
Crack Seal	Routine	**$0.45**	0	0	0	0	1	2	3	2
Digout and Hot Patch	Routine	**$0.45**	0	0	0	0	0	0	0	0
Fog Coat	Routine	**$0.68**	0	0	0	1	1	2	2	2
High Mineral Asphalt Emulsion	Preventative	**$1.80**	0	0	0	1	2	3	5	5
Sand Seal	Preventative	**$0.98**	0	0	0	1	2	2	2	2
Scrub Seal	Preventative	**$1.50**	0	1	3	4	5	5	5	5
Single Chip Seal	Preventative	**$1.95**	0	1	3	4	5	5	5	5
Slurry Seal	Preventative	**$2.63**	0	1	3	4	5	5	5	5
Microsurfacing	Preventative	**$3.60**	0	2	3	4	7	7	7	7
Plant Mix Seal	Rehabilitation	**$8.40**	0	3	4	5	7	7	7	7
Cold In-place Recycling (2 in with chip seal)	Rehabilitation	**$7.50**	0	3	4	5	6	7	7	7
Thin Hot Mix Overlay (<2 in)	Rehabilitation	**$10.13**	0	4	6	7	7	7	7	7
HMA (leveling) & Overlay (<2 in.)	Rehabilitation	**$11.25**	0	4	6	8	8	8	8	8
Hot Surface Recycling	Rehabilitation	**$7.50**	0	3	5	7	8	8	8	8
Rotomill & Overlay (<2 in)	Rehabilitation	**$12.60**	0	4	7	8	8	8	8	8
Cold In-place Recycling (2/2 in.)	Reconstruction	**$15.45**	15	15	15	15	15	15	15	15
Thick Overlay (3 in.)	Reconstruction	**$15.00**	12	12	12	12	12	12	12	12
Rotomill & Thick Overlay (3 in.)	Reconstruction	**$16.50**	12	12	12	12	12	12	12	12
Base Repair\Pavement Replacement	Reconstruction	**$18.00**	16	16	16	16	16	16	16	16
Cold Recycling & Overlay (3/3 in.)	Reconstruction	**$16.73**	14	14	14	14	14	14	14	14
Full Depth Reclamation& Overlay (3/3 in.)	Reconstruction	**$19.88**	20	20	20	20	20	20	20	20
Base/Pavement Replacement (3/3/6 in.)	Reconstruction	**$28.50**	20	20	20	20	20	20	20	20

***Fit the current RSL into a category along the top row and then move downward to the applied treatment to find the additional RSL that will be achieved from the selected treatment.**

(2/2 in.) Means 2" overlay with 2" recycle (3/3/6) Means 3" HMA over 3" Road Base over 6" Base

The above procedure was used to determine the governing distress and the RSL for each asphalt segment. Figure 8 shows the governing distress types in the asphalt street network along with the percent of the total street network area primarily affected by each type.

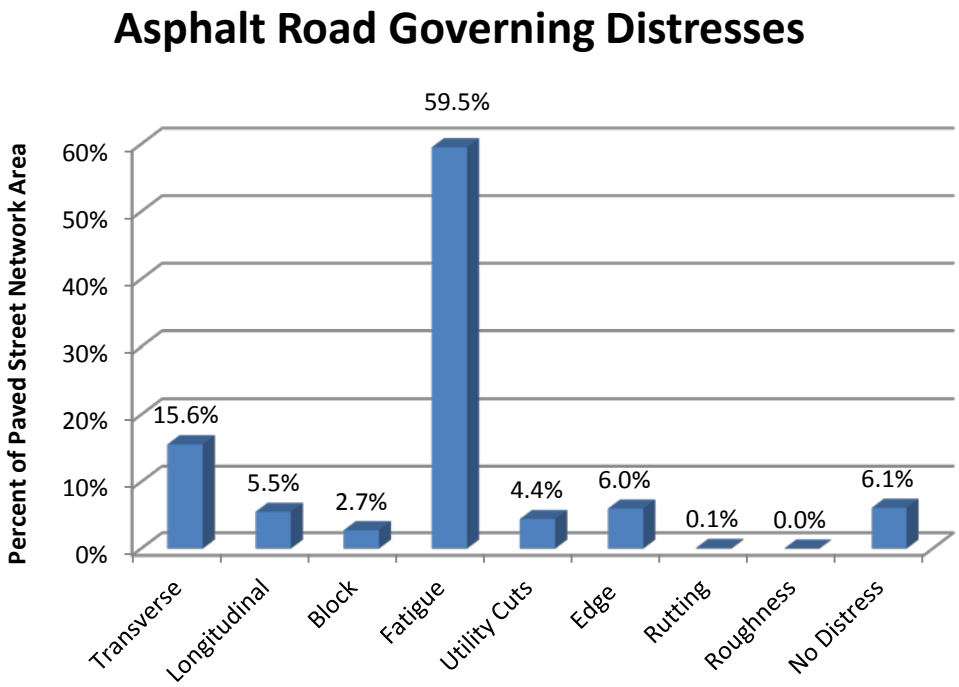


Figure 8. Governing Distress Rating Distribution for Local Asphalt Roads

As a reference, one percent (1%) of Kaysville City's street network represents approximately 1.7 miles in length or about the length of Sunset Dr. Figure 8 also illustrates that some governing distress types are more common to the street network than others. Fatigue is the most common governing distress types in Kaysville City's asphalt street network.

The governing distress type of each segment provided the means of calculating the average RSL for the street network. For management purposes, the estimated RSL values are grouped

incrementally in three-year categories. Figure 9 shows the current RSL distribution for Kaysville City's street network in terms of percent of surface area of the network.

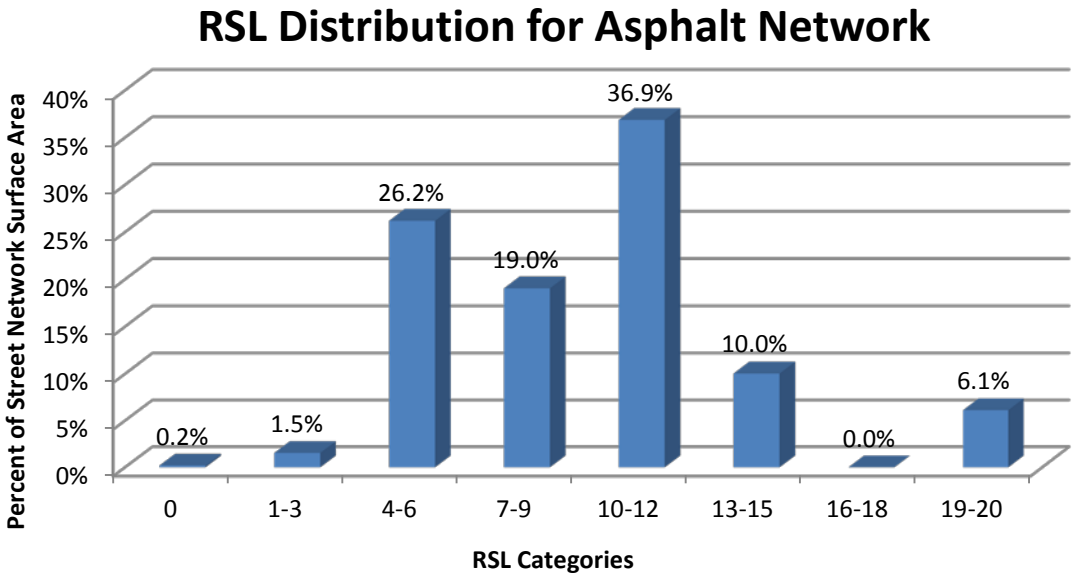


Figure 9. Current RSL Distribution for Local Asphalt Street Network

The estimated average RSL of Kaysville City's asphalt street network is 9.9 years. This average RSL value is similar to many cities surveyed to date by the Utah LTAP Center.

Table 7 shows this same information along with the corresponding subjective condition ratings of poor, fair, good, very good, and excellent.

Table 7. Subjective Condition Rating of Asphalt and Concrete Street Network

SUBJECTIVE CONDITION RATING OF STREET NETWORK								
	FAILED	POOR		FAIR	GOOD	VERY GOOD		EXCELLENT
RSL (Years)	0	1-3	4-6	7-9	10-12	13-15	16-18	19-20
% of Network	0.2%	1.5%	26.2%	19.0%	36.9%	10.0%	0.0%	6.1%

Zero percent (0.2%) of the paved street network in Kaysville is considered to be in a failed condition. Twenty-Eight percent (27.7%) is considered to be in poor condition. Nineteen percent (19.0%) is rated to be in fair condition, Thirty-Seven percent (36.9%) is in good condition, Ten percent (10.0%) is in very good condition, and Six percent (6.1%) of the street network is rated to be in excellent condition.

For further illustrative purposes, the following photographs show examples of the condition ratings of poor, fair, good, and excellent and their respective RSL estimates.

Photo 5. Poor Condition – Old Mill Rd from 600 West to Desert Dr. (RSL = 2 years)

Photo 6. Fair Condition – 50 East from Shepard Ln to 2200 South (RSL = 8 years)

Photo 7. Good Condition – 1350 West from Ramola St. to Dead End (RSL = 12 years)

Photo 8. Excellent Condition – Wellington Dr from Bently Ct. to Enricott Cir (RSL = 20 years)

Currently, Kaysville City's paved street network is in "Fair" condition. Zero percent (0.2%) of the network is at a terminal serviceability level as shown in Table 6. If no preservation or rehabilitation work is undertaken, another 4.1% can be expected to deteriorate to a terminal serviceability level in 2 years.

On average, each street segment will most likely lose one year of service life per year without some preservation work being done. Within three years, if no pavement preservation is performed, about 43.2% of the asphalt paved network will probably deteriorate to a poor condition. This could place a major financial burden on the city to reconstruct these segments to provide adequate roads, as well as reduce the amount of public content with the street network. If a systematic pavement management program is implemented now, a balanced set of preservation strategies (e.g., routine maintenance, preventative maintenance, rehabilitation, and reconstruction) can be used to preclude the development of a backlog of needs and the overall decline in the service life of the network.

Development of Preservation Strategies and Recommended Treatments

After determining the governing distress types for each street segment, pavement preservation strategies and treatments that can effectively correct or remove the root causes were identified. Frequently, more than one strategy or treatment can be used to cost effectively remedy the governing distress and other accompanying distresses that may exist. As an example, the distress deterioration table for fatigue cracking is shown in Table 8.

This table shows the various combinations of severity and extent (rating) levels that may occur, along with their preservation strategies and recommended treatments. The corresponding estimated RSL of each rating level is also shown.

Table 8. Fatigue Cracking Preservation Strategies and Treatments

RATING	SEVERITY & EXTENT	RSL	STRATEGY	TREATMENT
0	No Alligator Cracking	20	No Maintenance	No Maintenance
1	Low, Low	16	Routine	Slurry/Chip Seal
2	Low, Medium	10	Rehabilitation	Thin Hot Mix Overlay (<2 in)
3	Low, High	6	Rehabilitation	Thin Hot Mix Overlay (<2 in)
4	Medium, Low	12	Rehabilitation	Thin Hot Mix Overlay (<2 in)
5	Medium, Medium	8	Reconstruct	Thick Overlay (3 in)
6	Medium, High	4	Reconstruct	Rotomill & Thick Overlay
7	High, Low	10	Reconstruct	Thick Overlay (3 in)
8	High, Medium	6	Reconstruct	Cold Recycle & Overlay (3 in)
9	High, High	0	Reconstruct	Full Depth Reclamation (3/3 in.)

Distress deterioration tables with their preservation strategies and recommended treatments similar to this were developed for each distress type and are given in Appendix D.

The preservation strategies and recommended treatments given in Appendix F are grouped in the general preservation strategies of routine maintenance, preventative maintenance, rehabilitation, and reconstruction. Each major preservation strategy represents a particular level of work effort and a specific goal with regard to preserving or restoring the pavement.

Routine maintenance is primarily proactive and includes the work items of crack sealing, fog sealing, dig-outs, and patching.

Preventative maintenance is designed to slow pavement deterioration, as well as preserve and improve the functional condition of the pavement. Preventative maintenance strategies do not substantially increase structural capacity. Treatments in the category of preventative maintenance include: sand seals, fog seals, chip seals, scrub seals, cape seals, slurry seals, and microsurfacing.

Rehabilitation serves to correct or remove root causes of distress and to add structural capacity and service life to the pavement. Rehabilitation treatments include thin hot mix asphalt overlays, hot surface recycling, bonded wearing courses, and combinations of leveling courses or rotomilling with overlays.

Reconstruction covers all types of work involved in totally reconstructing or replacing the pavement structure, thus providing a completely new pavement.

A detailed listing of all preservation strategies and their associated treatments with unit costs are given in Appendix F. The unit costs are those provided by Road Science, L.L.C. and are based on the average costs per square yard. A special inventory form built within the Transportation Asset Management System (TAMS) computer program facilitates the analysis process and allows engineering judgment to be exercised at any point. An example of this form is shown in Figure 10. The program uses the previously entered distress information to determine

appropriate treatments. For the segment shown in Figure 10, the recommended treatment is a Thick Overlay (3 in.).

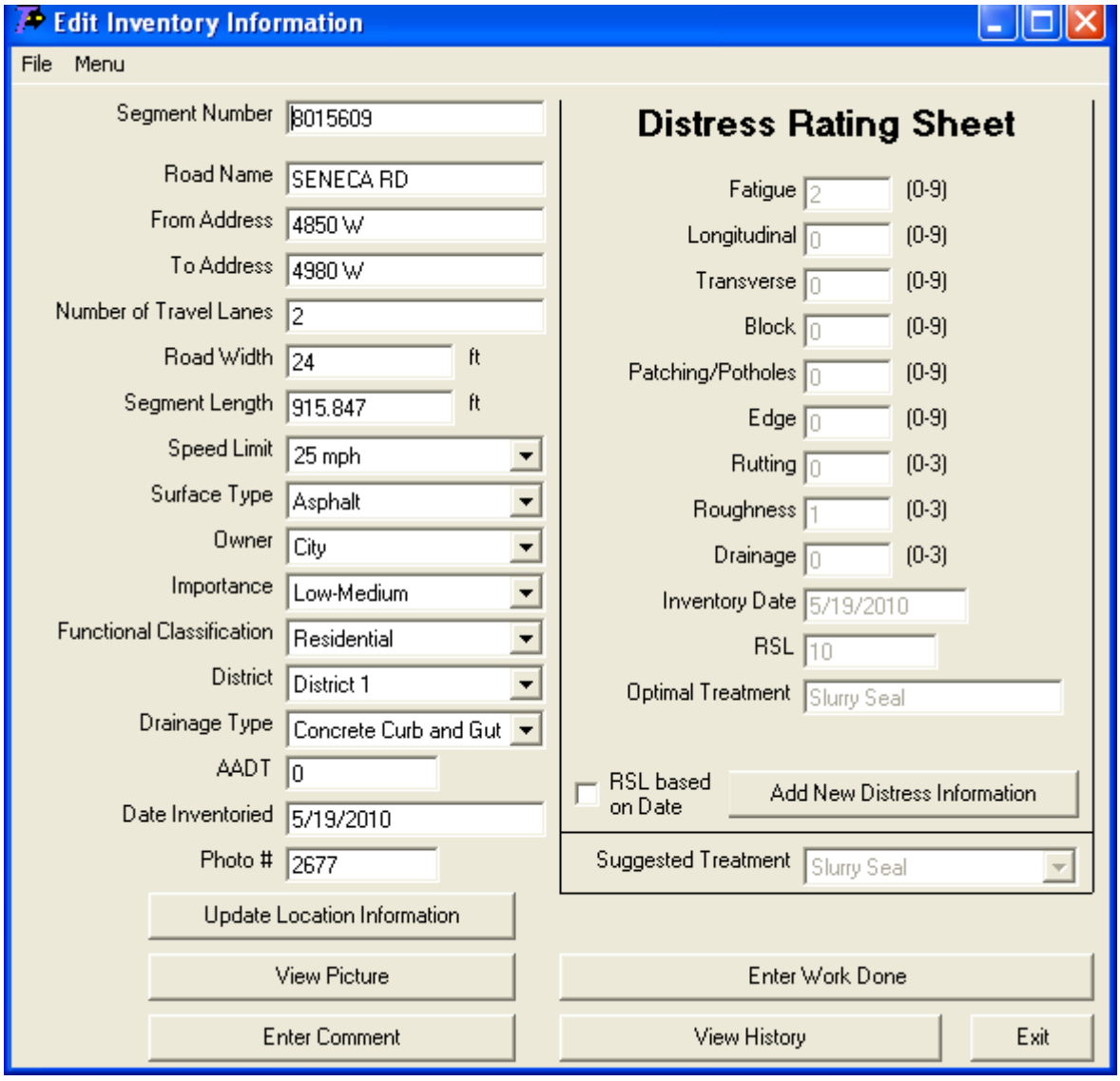


Figure 10. TAMS Inventory Form

On the left side of the form, inventory information pertaining to the street segment is shown. This information includes the address and location of the segment, surface type, number of lanes, length, width, area, posted speed limit, and date inventoried. On the right side, the various

distress ratings are listed, along with a recommended preservation treatment. The "View Picture" button allows the user to look at a digitized photograph of the street segment. The program provides valuable insight into the distresses affecting street segments and the corresponding pavement condition. The program should not be used indiscriminately in selecting pavement treatments. In order to be the most effective, the program must be combined with good engineering judgment, and project level field inspections to make project level analyses. The program should be considered a tool, which the pavement manager can use to improve their decision-making skills, not replace them.

Appendix E shows the initial recommended pavement preservation strategies to be used on each street segment. Table 9 gives an example of the information contained in Appendix E. This information is sorted by treatment type and street name.

Table 9. Recommended Preservation Treatments for Each Segment (Appendix E)

SEG_ID	STREET NAME	FROM	TO	CLASS	TREATMENT	AREA (yd^2)
890	100 North	300 West	400 West	Residential	Thick Overlay (3 in.)	5278
1488	200 North	Autumn Cherry Way	Havenwood Dr	Residential	Single Chip Seal	3235
1792	Peach Blossom Dr	Autumn Cherry Way	Apple Leaf Ave	Residential	Digout and Hot Patch	1177
14	500 East	1800 South	Change of Pavement	Residential	Routine Maintenance	770
51	1700 West	Cul de sac	Dead End	Residential	Routine Maintenance	540
549	200 North	900 West	Barnes Dr	Major Collector	Microsurfacing	447

Assessment of Current Street Maintenance Program Funding

Asphalt Road Network

Maintaining and preserving Kaysville City's street network at a high service level is vital to the well-being of the community. It is helpful for elected officials to understand that the cost of construction and pavement preservation has gone up 4% in the last seven years. Since the cities are getting the same revenues or less from the B & C gas tax fund, they can preserve only half the roads that they could in 2003 with the same money. This is putting road departments in the position of not being able to stay up with cost effective pavement preservation in the early years of a pavement's life. The only solution is to find other sources of funds or let some of the lower functional class roads go, hoping that low volume roads will last a little longer than the higher volume arterials and collectors. Segments in Tables 15 – 18 were selected and prioritized based on of their level of functional importance to the road network so that the higher functionally classified roads could be done first.

A systematic and balanced pavement preservation program, providing for routine maintenance, preventative maintenance, rehabilitation, and reconstruction, will enable Kaysville City to cost effectively maintain the street network. A pavement preservation program recommended for cities and towns is one that maintains an estimated average RSL of 10 years with no more than

Three percent (3.0%) of the street network at the terminal serviceability level (i.e. RSL = 0). Kaysville City's 2016 RSL distribution is shown in Figure 11.

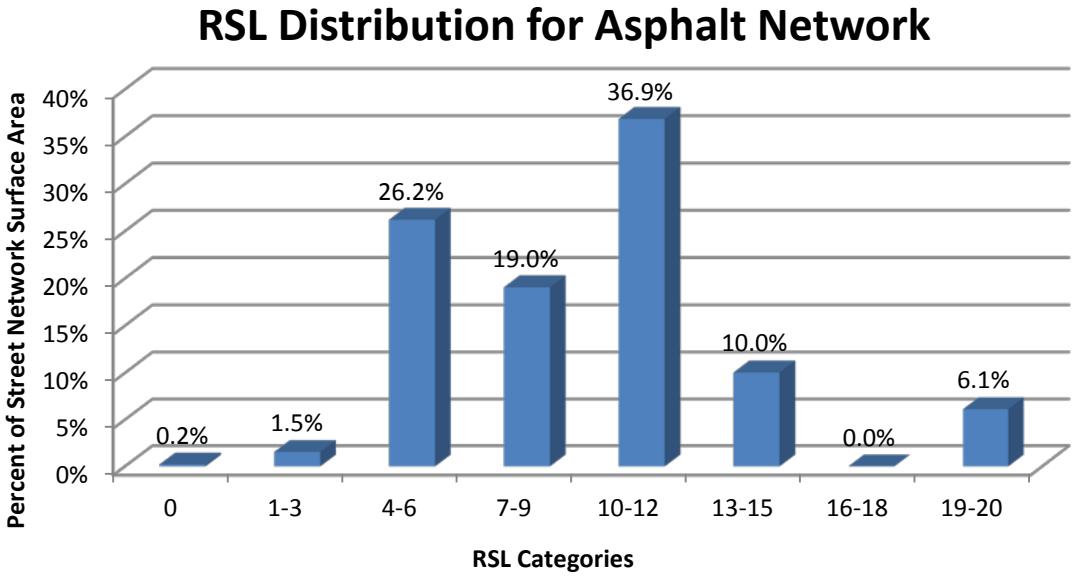


Figure 11. Current RSL Distribution for Asphalt Street Network

The average RSL for Kaysville City's paved street for 2016 is estimated at 9.5 years with 0.2% of the street network at a terminal service level.

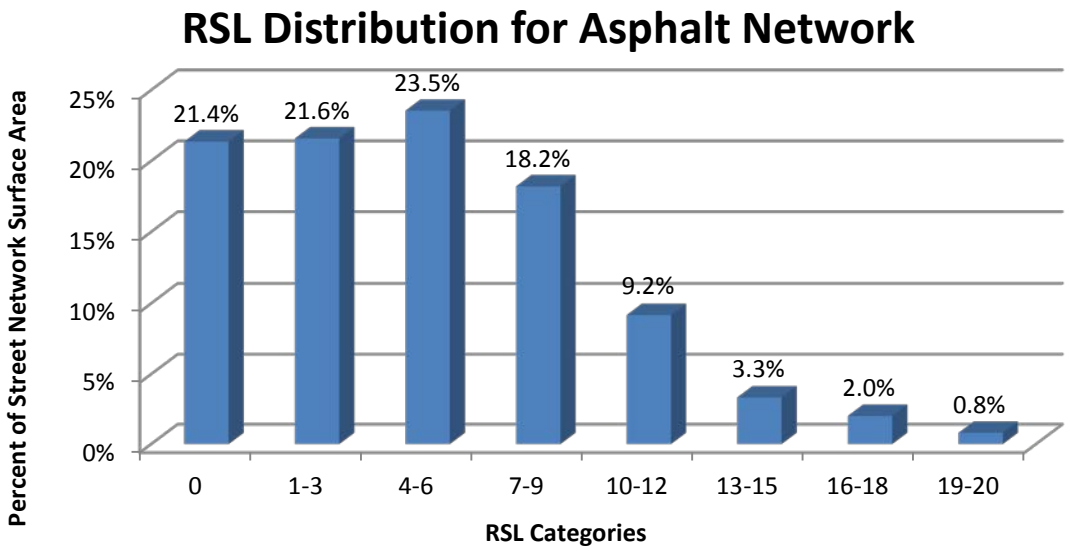


Figure 12 and Figure 13 illustrate the estimated RSL distribution for 2021 and 2026 if no maintenance is performed on the street network. The number of streets at a terminal service level (RSL = 0) would increase from 0.0% to about 57.0% by 2026.

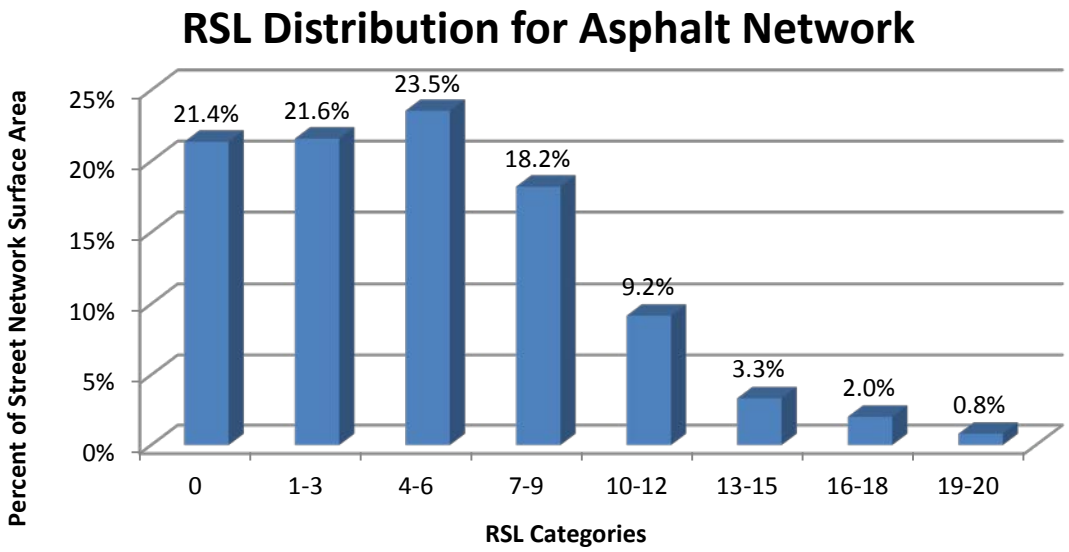


Figure 12. Estimated RSL Distribution for 2021 (if no treatment is done)

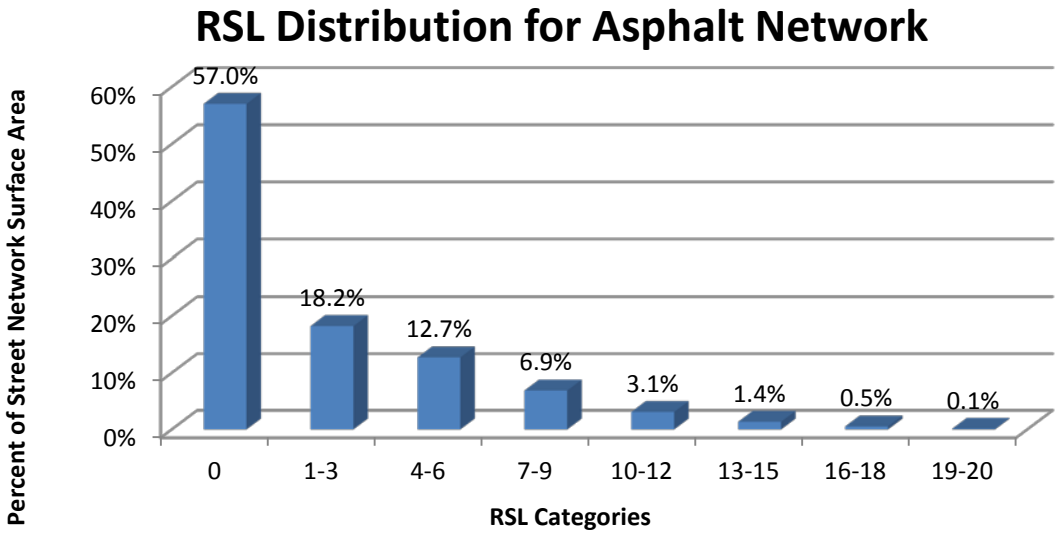


Figure 13. Estimated RSL Distribution for Year 2026 (if no treatment is done)

The resulting estimated average RSL for the year 2021 is 5.0 years, and for the year 2026 is 2.2 years.

Figure 14 and Figure 15 illustrate the estimated RSL distribution for 2021 and 2026 if Kaysville City continues on their existing maintenance program funding and allocation of $1.1 million to its minor streets.

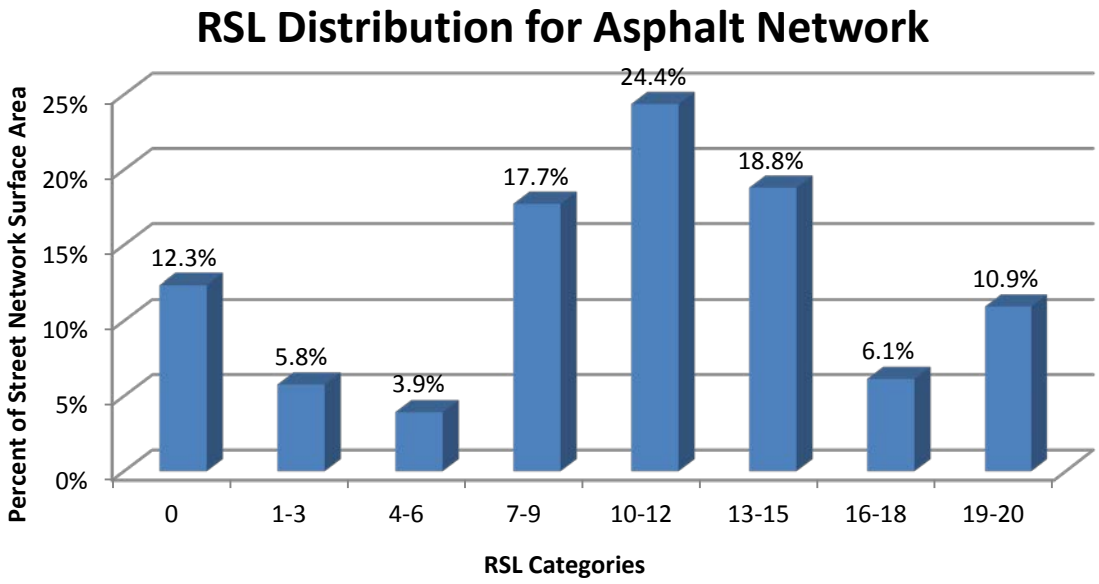


Figure 14. Estimated RSL Distribution for Year 2021 Continuing with Existing Allocation

The number of streets at a terminal service level (RSL = 0) will increase from 0.0% to about 12.3% by 2021. The resulting estimated average RSL for the year 2021 is 10.3 years.

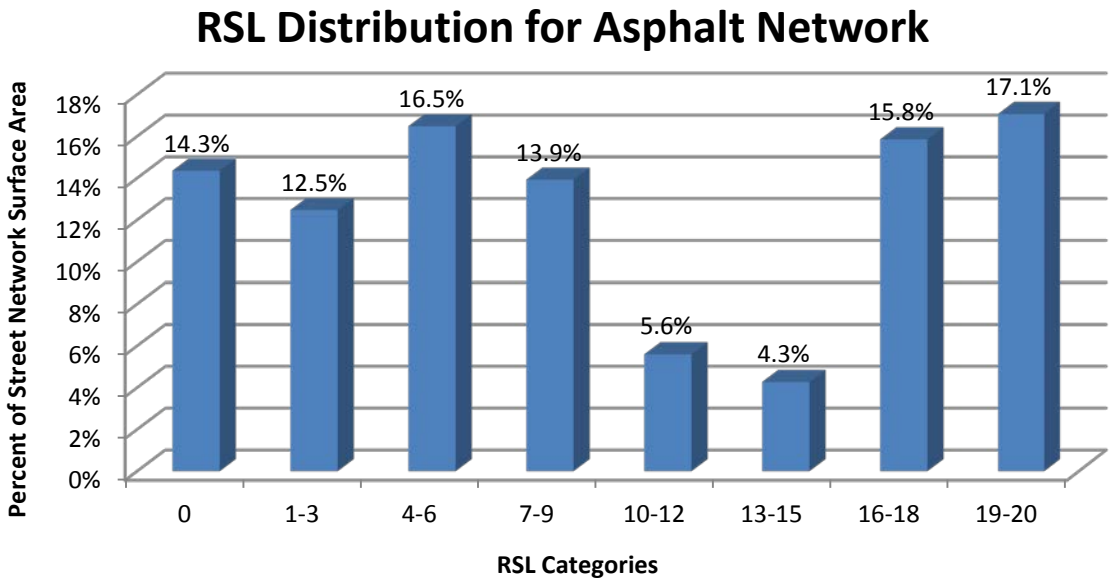


Figure 15. Estimated RSL Distribution for Year 2026 Continuing with Existing Allocation

The number of streets at a terminal service level (RSL = 0) will increase from 0.0% to about 14.3% by 2026. The resulting estimated average RSL for the year 2026 is 9.5 years.

Development of Recommended Pavement Preservation Program

Asphalt Road Network

A Three-step pavement preservation program is recommended to increase the level of service of Kaysville city road network. Such an approach can increase the estimated average RSL of the road network from 9.5 years to 12.0 years over a 10-year period. The percentage of paved roads at a terminal service level will be 2.5% at the end of this 10-year period. This approach achieves the recommended average RSL of at least 10 years service life with less than 3% of the road network at a terminal service level and maintains the high serviceability level that Kaysville City desires.

The first step in the recommended pavement preservation program deals with the years from 2016 to 2019. A higher percentage of preventative, routine, rehabilitation treatments are recommended to decrease the percentage of roads in the "poor" category. Reconstruction treatments are to help reduce the total amount in the failing and poor. Some of the preventative maintenance and rehabilitation strategies are to be applied at less than optimal points in time in order to prevent roads in fair condition from deteriorating too rapidly.

The baseline funding for step one (2016-2019) is estimated to be $2,945,200 per year. It is important to note that if a higher amount of money is allocated initially to the asphalt network, it will require less to maintain later. The recommended funding distribution for the four pavement preservation strategies is given in Table 10.

Table 10. Paved Road Funding Distribution for 2016-2019 (Step One)

Pavement Preservation Strategies	Percent of Street Network	Funding Distribution
Routine Maintenance	6.0%	$68,000
Preventive Maintenance	6.0%	$294,500
Rehabilitation	6.0%	$1,903,000
Reconstruction	1.5%	$679,700
TOTAL	19.5%	$2,945,200

The resulting RSL distribution for step one in 2019 is shown in Figure 16.

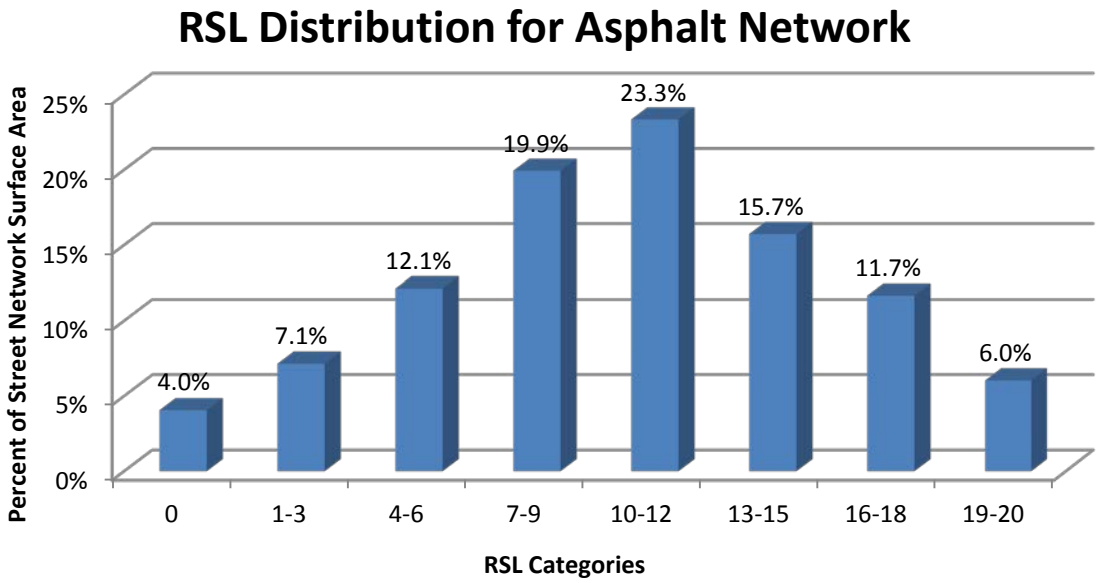


Figure 16. RSL Distribution for 2019 Using Recommended Preservation Program

Figure 16 shows a decreased percentage of roads in the "4-6" categories, an improved RSL distribution, and an increase in the estimated average RSL to 10.03 years, when compared either to the current distribution or the 2019 distribution using the current funding allocation.

Step two of the pavement preservation program deals with the years 2019-2022. The baseline funding for step two is estimated to be $3,443,600 per year. The recommended funding distribution for the four pavement preservation strategies of step two is given in Table 11.

Table 11. Paved Road Funding Distribution for 2019-2022 (Step Two)

Preservation Strategies	Percent of Street Network	Funding Distribution
Routine Maintenance	6.0%	$68,000
Preventive Maintenance	6.0%	$294,500
Rehabilitation	6.0%	$1,903,000
Reconstruction	2.6%	$1,178,100
TOTAL	14.5%	$3,443,600

Step three of the pavement preservation program deals with the years 2022-2026. The baseline funding for step three is estimated to be $1,644,400 per year. The recommended funding distribution for the four pavement preservation strategies of step three is given in Table 12**.**

Table 12. Paved Road Funding Distribution for 2022-2026 (Step Three)

Preservation Strategies	Percent of Street Network	Funding Distribution
Routine Maintenance	5.0%	$56,600
Preventive Maintenance	6.5%	$319,100
Rehabilitation	1.5%	$475,800
Reconstruction	1.75%	$792,900
TOTAL	14.5%	$1,644,400

The resulting RSL distribution for step three in 2026 is shown in Figure 17.

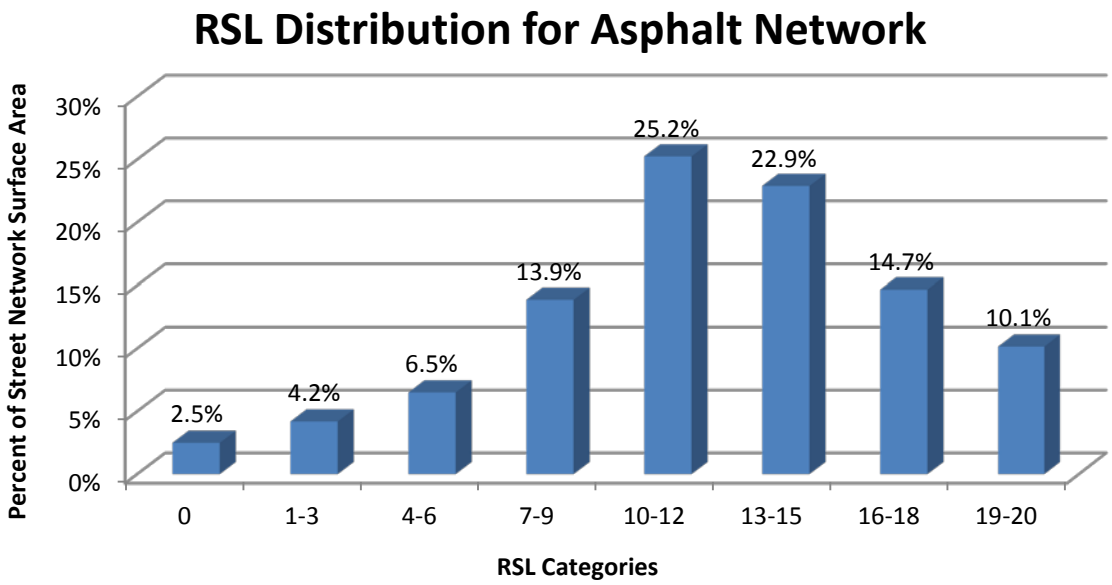


Figure 17. RSL Distribution for 2026 Using Recommended Preservation Program

Figure 17 shows a an improved RSL distribution, and an increase in the estimated average RSL to 12.0 years. The improved RSL distribution allows the road network to be maintained by strategies that are more cost effective.

The recommended three-step pavement preservation program uses strategies and treatments that are applied at points in time that are the most cost effective. The following tables show the recommended strategies and treatments that are to be applied in each step. In the first step of the pavement preservation program, the percent of road network area receiving treatment is distributed in the RSL categories as shown in Table 14.

Table 13. Paved Road Treatment Distribution for Step One (2016-2019)

Pavement Preservation Strategies	0	1-3	4-6	7-9	10-12	13-15	16-18	19-21	Total
Routine Maintenance						3.0%		3.0	6.0%
Preventive Maintenance				3.0%	3.0%				6.0%
Rehabilitation			6.0%						6.0%
Reconstruction		1.5%							1.5%

Routine maintenance strategies are recommended to treat six percent (6%) of the asphalt road network with crack seal. Other routine maintenance such as dig out and hot patch can be supplemented in as needed. Preventative maintenance strategies (chip seals) are recommended to treat six percent (6%) of the road network. Rehabilitation maintenance strategies are recommended to treat six percent (6%) of the road network with rotomill & overlay (<2 in.). Reconstruction Maintenance strategies are recommended to one and a half percent (1.5%) of the road network with base repair and pavement replacement.

This step applies preventative maintenance strategies to roads with “4-6”,“7-9” and “10-12” years of remaining service life and rehabilitation strategies to roads with “4-6” years of remaining service life. It is necessary to maintain the number of segments in the “1-3” RSL category, therefore some reconstruction is be necessary. The percent of the road network area

receiving treatment in the second step of the pavement preservation program is distributed in the RSL categories as shown in Table 15.

Table 14. Paved Road Treatment Distribution for Step Two (2019-2022)

Pavement Preservation Strategies	0	1-3	4-6	7-9	10-12	13-15	16-18	19-21	Total
Routine Maintenance						1.8%	3.6%	0.6%	6.0%
Preventive Maintenance				3.0%	3.0%				6.0%
Rehabilitation			6.0%						6.0%
Reconstruction	2.6%								2.6%

Routine maintenance strategies are recommended to treat six percent (6.0%) of the asphalt road network in step two with crack seal. Other routine maintenance such as dig out and hot patch can be supplemented in as needed. Preventative maintenance strategies are recommended to treat six percent (6.0%) of the road network with single chip seals. For rehabilitation strategies, rotomill & overlay (<2 in) is recommended to treat six percent (6.0%). For roads requiring reconstruction, Base repair \ pavement replacement is recommended to treat three percent (2.6%) of the road network.

Table 15. Paved Road Treatment Distribution for Step Three (2022-2026)

Pavement Preservation Strategies	0	1-3	4-6	7-9	10-12	13-15	16-18	19-21	Total
Routine Maintenance						1.5%	3.0%	0.5%	5.0%
Preventive Maintenance				4.9%	1.6%				6.5%
Rehabilitation			1.5%						1.5%
Reconstruction	1.31%	.44%							1.75%

Routine maintenance strategies are recommended to treat five percent (5.0%) of the asphalt road network in step two with crack seal. Other routine maintenance such as dig out and hot patch can be supplemented in as needed. Preventative maintenance strategies are recommended to treat six and half percent (6.5%) of the road network with single chip seals. For rehabilitation

strategies, rotomill & overlay (<2 in) is recommended to treat one and half percent (1.5%). For roads requiring reconstruction, is recommended to treat two percent (1.75%) of the road network and Base repair \ pavement replacement.

The suggested baseline budgets for Step One ($2,945,200), Step Two ($3,443,600) and Step Three ($1,644,400) were calculated using treatment costs for 2016. Table 17 shows the projected budgets for the years 2016-2026 considering a four percent inflation rate per year based on the baseline budgets.

Table 16. Proposed Budget Considering Inflation

STEP ONE	
Year	Proposed Budget
2016	$2,945,200
2017	$3,583,300
2018	$3,726,600

STEP TWO	
Year	Proposed Budget
2019	$4,531,500
2020	$4,712,800
2021	$4,901,300
2022	$5,097,400

STEP THREE	
Year	Proposed Budget
2023	$2,531,500
2024	$2,632,700
2025	$2,738,000
2026	$2,847,600

Asphalt Road Routine Maintenance

Table 18 shows the roads recommended for routine maintenance in 2016. Segments were selected based on of their level of functional importance to the road network. The treatment recommended for routine maintenance is crack sealing. The total area represented by these segments is approximately 6.0 % of the paved road network.

Table 17. 2016 Routine Maintenance Recommendations

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
353	200 North	500 East	400 East	4396	Major Collector	10	Crack Seal
397	200 North	Fairfield Rd	100 East	1162	Major Collector	12	Crack Seal
445	200 North	800 East	750 East	1505	Major Collector	10	Crack Seal
486	200 North	100 East	Main St	3015	Major Collector	10	Crack Seal
628	200 North	Barnes Dr	Flint St	9420	Major Collector	14	Crack Seal
824	200 North	200 East	Fairfield Rd	3241	Major Collector	10	Crack Seal
1621	200 North	600 West	900 West	8060	Major Collector	10	Crack Seal
837	300 North	300 West	200 West	2248	Major Collector	12	Crack Seal
809	300 West	300 North	200 North	2765	Major Collector	14	Crack Seal
371	Fairfield Rd	Crestwood Rd	500 North	3781	Major Collector	20	Crack Seal
471	Fairfield Rd	Sanders Ln	Crestwood Rd	2783	Major Collector	20	Crack Seal
1056	Fairfield Rd	600 North	Boynton Rd	3794	Major Collector	20	Crack Seal
1364	Fairfield Rd	200 North	Sanders Ln	1380	Major Collector	12	Crack Seal
1485	Fairfield Rd	500 North	600 North	5286	Major Collector	20	Crack Seal
1486	Fairfield Rd	Boynton Rd	Mutton Hallow Dr	10754	Major Collector	12	Crack Seal
1810	Fairfield Rd	Mutton Hollow Rd	Change of Pavement	1914	Major Collector	14	Crack Seal
307	Main St	Mutton Hollow Rd	Market St	3640	Major Collector	10	Crack Seal
1484	Main St	Biker's Edge Entrance	200 North	2279	Major Collector	10	Crack Seal
1742	Main St	Creek Side Way	400 West	3147	Major Collector	10	Crack Seal
1821	Main St	Market St	Hyde Park Ln	873	Major Collector	10	Crack Seal
622	200 North	Flint St	Mountain Vistas Rd	8080	Minor Collector	14	Crack Seal

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
758	400 South	50 West	Larkin Ln	4220	Minor Collector	8	Crack Seal
417	400 West	100 South	175 South	1919	Minor Collector	10	Crack Seal
731	400 West	175 South	Seasons St	1583	Minor Collector	10	Crack Seal
980	400 West	Center St	100 South	1733	Minor Collector	12	Crack Seal
144	50 West	400 South	350 South	2161	Minor Collector	10	Crack Seal
168	50 West	1000 South	950 South	1237	Minor Collector	10	Crack Seal
219	50 West	450 South	400 South	1784	Minor Collector	10	Crack Seal
220	50 West	550 South	450 South	3514	Minor Collector	10	Crack Seal
222	50 West	Shadow Brook Ln	Burton Ln	2254	Minor Collector	10	Crack Seal
373	50 West	Monticello Dr	1100 South	1511	Minor Collector	10	Crack Seal
447	50 West	100 South	Main St	815	Minor Collector	20	Crack Seal
719	Angel St	75 South	Cooper St	2753	Minor Collector	14	Crack Seal
1005	Angel St	Western Dr	Dead End	1138	Minor Collector	14	Crack Seal
1887	Angel St	Western Dr	Zenvatta Way	8200	Minor Collector	10	Crack Seal
1889	Angel St	Zenvatta Way	Round-A-Bout	9444	Minor Collector	10	Crack Seal
926	Autumn Park Cr	Christine Way	Dead End	669	Minor Collector	10	Crack Seal
742	Burton Ln	Change from East to West	50 West	1230	Minor Collector	10	Crack Seal
1468	Burton Ln	50 West	Deseret Dr	4853	Minor Collector	10	Crack Seal
1472	Burton Ln	200 East	Change from East to West	4590	Minor Collector	10	Crack Seal
353	200 North	500 East	400 East	4396	Major Collector	10	Crack Seal
164	100 East	2200 South	Dead End	1057	Residential	14	Crack Seal
692	100 N	50 W	100 W	2853	Residential	10	Crack Seal
710	100 South	Larkin Lane	400 West	2447	Residential	10	Crack Seal
794	100 South	300 West	Larkin Lane	3927	Residential	10	Crack Seal
894	100 South	50 West	100 West	2583	Residential	12	Crack Seal
136	100 W	100 S	Center St	6530	Residential	10	Crack Seal
921	100 West	300 South	250 South	1473	Residential	12	Crack Seal
239	1000 East	400 North	Dead End	688	Residential	10	Crack Seal
499	1000 East	400 North	Dead End	1532	Residential	10	Crack Seal
1574	1000 East	325 South	900 East	1903	Residential	12	Crack Seal
1576	1000 East	Laurelwood Dr	325 South	1277	Residential	10	Crack Seal
54	1000 South	Main St	750 East	730	Residential	20	Crack Seal

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
166	1000 South	750 East	Dead End	1270	Residential	14	Crack Seal
251	1000 South	50 West	25 West	773	Residential	12	Crack Seal
277	1000 South	25 West	Change from W to E	510	Residential	14	Crack Seal
278	1000 South	Change from E to W	50 East	753	Residential	14	Crack Seal
283	1000 South	50 East	150 East	1753	Residential	14	Crack Seal
1413	1025 West	150 South	Dead End	1087	Residential	10	Crack Seal
436	1050 East	300 North	400 North	1144	Residential	14	Crack Seal
437	1050 East	400 North	Warm Road	1161	Residential	12	Crack Seal
458	1050 East	200 North	300 North	953	Residential	14	Crack Seal

Asphalt Road Preventative Maintenance

Table 19 shows the roads recommended for preventative maintenance in 2016. Segments were selected based on of their level of functional importance to the road network. The treatment recommended for preventative maintenance is chip sealing. The total area represented by these segments is approximately 6.0 % of the paved road network.

Table 18. 2016 Preventative Maintenance Recommendations

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
549	200 North	900 West	Barnes Dr	2980	Major Collector	10	Microsurfacing
84	100 South	760 East	700 East	3990	Residential	8	Single Chip Seal
111	100 South	600 East	500 East	6883	Residential	8	Single Chip Seal
1722	100 South	100 West	200 West	6370	Residential	10	Single Chip Seal
1724	100 South	200 West	300 West	6313	Residential	10	Single Chip Seal
270	1475 South	550 East	500 East	1321	Residential	8	Single Chip Seal
213	1500 South	375 East	400 East	913	Residential	10	Single Chip Seal
1488	200 North	Autumn Cherry Way	Havenwood Dr	3235	Residential	10	Single Chip Seal
433	400 East	Sheperds Ln	Dead End	1820	Residential	8	Single Chip Seal
1591	600 South	875 East	800 East	1027	Residential	10	Single Chip Seal
456	650 East	1400 South	1475 South	1393	Residential	8	Single Chip Seal
1720	700 South	75 East	Dead End	850	Residential	8	Single Chip Seal
259	760 East	Segment Break	100 South	6023	Residential	8	Single Chip Seal
375	Baer Creek Dr	200 West	Baer Creek Cr	983	Residential	8	Single Chip Seal
896	Larkin Ln	250 South	Seasons St	1753	Residential	10	Single Chip Seal
870	Kerrybrook Dr	Burton Ln	Baer Creek Dr	2300	Residential	8	Single Chip Seal
1583	Laurelwood Dr	1000 East	City Boundary	790	Residential	10	Single Chip Seal
1584	Laurelwood Dr	850 East	875 East	875	Residential	10	Single Chip Seal
476	Manchester Rd	Bedford Dr	Kingswood Rd	917	Residential	10	Single Chip Seal
79	800 East	350 North	Warm Rd	1983	Residential	8	Single Chip Seal
796	Warm Rd	700 East	800 East	784	Residential	8	Single Chip Seal

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
254	200 North	400 East	300 East	4361	Major Collector	8	Single Chip Seal
357	200 North	700 East	650 East	1505	Major Collector	8	Single Chip Seal
452	200 North	750 East	700 East	1865	Major Collector	8	Single Chip Seal
549	200 North	900 West	Barnes Dr	2980	Major Collector	10	Single Chip Seal
717	200 North	300 East	200 East	4382	Major Collector	8	Single Chip Seal
1337	200 North	600 West	650 West	220	Major Collector	8	Single Chip Seal
1461	200 North	Change of Pavement	1050 East	1644	Major Collector	10	Single Chip Seal
1562	200 North	Brook Haven Dr	900 East	1820	Major Collector	10	Single Chip Seal
1563	200 North	1050 East	Brook Haven Dr	2043	Major Collector	10	Single Chip Seal
399	50 West	400 South	350 South	150	Major Collector	8	Single Chip Seal
374	Main St	Boro St	Creekside Way	1747	Major Collector	8	Single Chip Seal
975	Main St	320 North	Crestwood Rd	1894	Major Collector	8	Single Chip Seal
1820	Main St	Hyde Park Ln	Boro St	3853	Major Collector	8	Single Chip Seal
711	100 South	400 West	400 West	273	Minor Collector	8	Single Chip Seal
815	100 South	400 West	Dead End	447	Minor Collector	8	Single Chip Seal
772	230 West	Majestic St	Dead End	786	Minor Collector	8	Single Chip Seal
590	250 West	Majestic St	Dead End	650	Minor Collector	8	Single Chip Seal
152	350 West	2200 South	Shepard Ln	4345	Minor Collector	8	Single Chip Seal
105	50 West	350 South	300 South	1537	Minor Collector	8	Single Chip Seal
167	50 West	900 South	550 South	10716	Minor Collector	8	Single Chip Seal
197	50 West	Parking Lot Entrance	Shadow Brook Ln	2146	Minor Collector	8	Single Chip Seal
223	50 West	950 South	900 South	1198	Minor Collector	8	Single Chip Seal
381	50 West	1100 South	1000 South	2748	Minor Collector	8	Single Chip Seal
418	50 West	250 South	100 South	2847	Minor Collector	8	Single Chip Seal
496	50 West	300 South	Whitaker Cir	1631	Minor Collector	8	Single Chip Seal
789	Burton Ln	225 East	200 East	1295	Minor Collector	8	Single Chip Seal

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
1470	Burton Ln	Via La Costa Way	225 East	1790	Minor Collector	8	Single Chip Seal
1776	Burton Ln	Main St	Via La Costa Way	8428	Minor Collector	8	Single Chip Seal
474	Center St	100 West	200 West	2134	Minor Collector	8	Single Chip Seal
696	Christine Way	Autumn Park Cr	350 South	1462	Minor Collector	10	Single Chip Seal
914	Christine Way	Spring Haven Ct	Autumn Park Cr	1953	Minor Collector	10	Single Chip Seal
1474	Crestwood R	700 East	Brookshire Dr	2344	Minor Collector	8	Single Chip Seal
368	Crestwood Rd	250 East	300 East	1521	Minor Collector	8	Single Chip Seal
387	Crestwood Rd	300 East	350 East	1270	Minor Collector	8	Single Chip Seal
469	Crestwood Rd	350 East	400 East	1278	Minor Collector	8	Single Chip Seal
479	Crestwood Rd	200 East	230 East	906	Minor Collector	8	Single Chip Seal
780	Crestwood Rd	Sanders Ln	200 East	1005	Minor Collector	8	Single Chip Seal
1473	Crestwood Rd	500 East	700 East	5863	Minor Collector	8	Single Chip Seal
1476	Crestwood Rd	Bedford Dr	Manchester Rd	2405	Minor Collector	8	Single Chip Seal
1478	Crestwood Rd	Manchester Rd	Winston Dr	1118	Minor Collector	8	Single Chip Seal
1479	Crestwood Rd	Unknown	Highway 89	1283	Minor Collector	8	Single Chip Seal
1664	Crestwood Rd	Brookshire Dr	Thornfield Rd	6158	Minor Collector	8	Single Chip Seal
1941	Crestwood Rd	400 East	Cemetary Entrenace	760	Minor Collector	8	Single Chip Seal
599	Majestic St	Christine Way	Larkin Ln	1734	Minor Collector	8	Single Chip Seal
614	Majestic St	Larkin Ln	250 West	1477	Minor Collector	10	Single Chip Seal
350	Oxford Dr	Winston Dr	Sherwood Dr	850	Minor Collector	8	Single Chip Seal
1816	Shepard Ln	Henry Walker Homes	Start of Black Fence	5049	Minor Collector	8	Single Chip Seal
1817	Shepard Ln	Start of Black Fence	Sunset Dr	2098	Minor Collector	8	Single Chip Seal
1450	Sheperds Ln	50 East	Change From East to West	1338	Minor Collector	8	Single Chip Seal
573	Sherwood Dr	Oxford Dr	Dead End	1796	Minor Collector	8	Single Chip Seal

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
655	Sherwood Dr	Oxford Dr	Devon	3164	Minor Collector	8	Single Chip Seal
928	Summer Chase Cr	Christine Way	Dead End	733	Minor Collector	8	Single Chip Seal
104	Sunset Dr	Whits End	Flint St	873	Minor Collector	10	Single Chip Seal
1391	Sunset Dr	Birch Tree Ln	Cottonwood Dr	2455	Minor Collector	8	Single Chip Seal

Asphalt Road Rehabilitation

Table 20 shows the roads recommended for rehabilitation maintenance in 2016. The treatment recommended for rehabilitation maintenance is a Thin Hot Mix Overlay (<2in). The total area represented by these segments is approximately 6.0% of the paved road network. Roads were selected based on their importance to the road network.

Table 19. 2016 Rehabilitative Maintenance Recommendations

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
254	200 North	400 East	300 East	4361	Major Collector	8	Rotomill & Overlay (<2 in)
357	200 North	700 East	650 East	1505	Major Collector	8	Rotomill & Overlay (<2 in)
452	200 North	750 East	700 East	1865	Major Collector	8	Rotomill & Overlay (<2 in)
717	200 North	300 East	200 East	4382	Major Collector	8	Rotomill & Overlay (<2 in)
1337	200 North	600 West	650 West	220	Major Collector	8	Rotomill & Overlay (<2 in)
1461	200 North	Change of Pavement	1050 East	1644	Major Collector	10	Rotomill & Overlay (<2 in)
1562	200 North	Brook Haven Dr	900 East	1820	Major Collector	10	Rotomill & Overlay (<2 in)
1563	200 North	1050 East	Brook Haven Dr	2043	Major Collector	10	Rotomill & Overlay (<2 in)
399	50 West	400 South	350 South	150	Major Collector	8	Rotomill & Overlay (<2 in)
374	Main St	Boro St	Creekside Way	1747	Major Collector	8	Rotomill & Overlay (<2 in)
975	Main St	320 North	Crestwood Rd	1894	Major Collector	8	Rotomill & Overlay (<2 in)
1820	Main St	Hyde Park Ln	Boro St	3853	Major Collector	8	Rotomill & Overlay (<2 in)
711	100 South	400 West	400 West	273	Minor Collector	8	Rotomill & Overlay (<2 in)
815	100 South	400 West	Dead End	447	Minor Collector	8	Rotomill & Overlay (<2 in)
772	230 West	Majestic St	Dead End	786	Minor Collector	8	Rotomill & Overlay (<2 in)
590	250 West	Majestic St	Dead End	650	Minor Collector	8	Rotomill & Overlay (<2 in)
152	350 West	2200 South	Shepard Ln	4345	Minor Collector	8	Rotomill & Overlay (<2 in)
105	50 West	350 South	300 South	1537	Minor Collector	8	Rotomill & Overlay (<2 in)
167	50 West	900 South	550 South	10716	Minor Collector	8	Rotomill & Overlay (<2 in)

197	50 West	Parking Lot Entrance	Shadow Brook Ln	2146	Minor Collector	8	Rotomill & Overlay (<2 in)
223	50 West	950 South	900 South	1198	Minor Collector	8	Rotomill & Overlay (<2 in)
381	50 West	1100 South	1000 South	2748	Minor Collector	8	Rotomill & Overlay (<2 in)
418	50 West	250 South	100 South	2847	Minor Collector	8	Rotomill & Overlay (<2 in)
496	50 West	300 South	Whitaker Cir	1631	Minor Collector	8	Rotomill & Overlay (<2 in)
838	50 West	Whitaker Cir	250 South	1101	Minor Collector	6	Rotomill & Overlay (<2 in)
789	Burton Ln	225 East	200 East	1295	Minor Collector	8	Rotomill & Overlay (<2 in)
1470	Burton Ln	Via La Costa Way	225 East	1790	Minor Collector	8	Rotomill & Overlay (<2 in)
1776	Burton Ln	Main St	Via La Costa Way	8428	Minor Collector	8	Rotomill & Overlay (<2 in)
474	Center St	100 West	200 West	2134	Minor Collector	8	Rotomill & Overlay (<2 in)
696	Christine Way	Autumn Park Cr	350 South	1462	Minor Collector	10	Rotomill & Overlay (<2 in)
914	Christine Way	Spring Haven Ct	Autumn Park Cr	1953	Minor Collector	10	Rotomill & Overlay (<2 in)
1474	Crestwood R	700 East	Brookshire Dr	2344	Minor Collector	8	Rotomill & Overlay (<2 in)
368	Crestwood Rd	250 East	300 East	1521	Minor Collector	8	Rotomill & Overlay (<2 in)
387	Crestwood Rd	300 East	350 East	1270	Minor Collector	8	Rotomill & Overlay (<2 in)
469	Crestwood Rd	350 East	400 East	1278	Minor Collector	8	Rotomill & Overlay (<2 in)
479	Crestwood Rd	200 East	230 East	906	Minor Collector	8	Rotomill & Overlay (<2 in)
780	Crestwood Rd	Sanders Ln	200 East	1005	Minor Collector	8	Rotomill & Overlay (<2 in)
1473	Crestwood Rd	500 East	700 East	5863	Minor Collector	8	Rotomill & Overlay (<2 in)
1476	Crestwood Rd	Bedford Dr	Manchester Rd	2405	Minor Collector	8	Rotomill & Overlay (<2 in)
1478	Crestwood Rd	Manchester Rd	Winston Dr	1118	Minor Collector	8	Rotomill & Overlay (<2 in)
1479	Crestwood Rd	Unknown	Highway 89	1283	Minor Collector	8	Rotomill & Overlay (<2 in)
1664	Crestwood Rd	Brookshire Dr	Thornfield Rd	6158	Minor Collector	8	Rotomill & Overlay (<2 in)
1941	Crestwood Rd	400 East	Cemetary Entrenace	760	Minor Collector	8	Rotomill & Overlay (<2 in)
599	Majestic St	Christine Way	Larkin Ln	1734	Minor Collector	8	Rotomill & Overlay (<2 in)

1678	200 East	Virginia Street	Main Street	5564	Residential	6	Rotomill & Overlay (<2 in)
798	200 South	150 East	Virginia Street	471	Residential	6	Rotomill & Overlay (<2 in)
1569	700 East	150 South	200 East	2804	Residential	6	Rotomill & Overlay (<2 in)
42	760 Eadt	Center Street	Segment Break	2773	Residential	6	Rotomill & Overlay (<2 in)
1872	Mutton Hollow Rd	Stonne Ln	Heritage Ln	540	Residential	6	Rotomill & Overlay (<2 in)
820	200 East	475 South	550 South	1573	Residential	8	Rotomill & Overlay (<2 in)
597	225 East	475 South	425 South	900	Residential	8	Rotomill & Overlay (<2 in)
670	225 East	425 South	370 South	1783	Residential	8	Rotomill & Overlay (<2 in)
370	350 West	770 North	650 North	2120	Residential	8	Rotomill & Overlay (<2 in)
508	400 W	Center St	100 N	5283	Residential	8	Rotomill & Overlay (<2 in)
755	425 South	225 East	Dead End	803	Residential	8	Rotomill & Overlay (<2 in)
660	50 East	600 South	550 South	853	Residential	8	Rotomill & Overlay (<2 in)
578	475 South	150 East	200 East	1233	Residential	8	Rotomill & Overlay (<2 in)
756	475 South	Main St	275 East	1660	Residential	8	Rotomill & Overlay (<2 in)
763	550 South	25 East	50 East	828	Residential	8	Rotomill & Overlay (<2 in)
695	600 South	50 East	75 East	850	Residential	8	Rotomill & Overlay (<2 in)
783	600 South	150 East	300 East	3230	Residential	8	Rotomill & Overlay (<2 in)
2002	650 North	Change of Pavement	Gate	2503	Residential	8	Rotomill & Overlay (<2 in)
793	700 North	Liston Cir	700 East	1680	Residential	8	Rotomill & Overlay (<2 in)
1600	700 South	75 East	50 East	847	Residential	8	Rotomill & Overlay (<2 in)
327	75 East	600 South	700 South	1057	Residential	8	Rotomill & Overlay (<2 in)

960	750 East	1475 South	Dead End	1310	Residential	8	Rotomill & Overlay (<2 in)
827	770 North	Creekside Way	Change of Pavement	1070	Residential	8	Rotomill & Overlay (<2 in)
419	800 East	Cherrywood Rd	Laurelwood Dr	1100	Residential	8	Rotomill & Overlay (<2 in)
318	Brookshire Dr	Shannon Rd	Thornfield Rd	1353	Residential	8	Rotomill & Overlay (<2 in)
401	Brookshire Dr	Corner	Stoney Brook	1793	Residential	8	Rotomill & Overlay (<2 in)
1335	Brookshire Dr	Brookshire Hollow Dr	Shannon Rd	1699	Residential	8	Rotomill & Overlay (<2 in)
501	Cambridge Rd	Manchester Rd	Bedford Dr	3918	Residential	8	Rotomill & Overlay (<2 in)
520	Cherrywood Dr	700 East	Royal Ann Ct	817	Residential	8	Rotomill & Overlay (<2 in)
821	Cherrywood Rd	Narrowing of Street	800 East	177	Residential	8	Rotomill & Overlay (<2 in)
207	Chester Ln	Kays Dr	Dead End	1383	Residential	8	Rotomill & Overlay (<2 in)
1373	Country Mill Dr	Deseret Dr	Wagon Cir	687	Residential	8	Rotomill & Overlay (<2 in)
1426	Country Mill Dr	Western Dr	Kays Dr	3317	Residential	8	Rotomill & Overlay (<2 in)
410	Devon	Sherwood Dr	Dead End	1810	Residential	8	Rotomill & Overlay (<2 in)
913	Larkin Ln	Majestic St	400 South	1564	Residential	8	Rotomill & Overlay (<2 in)
345	Lodder Dr	Deseret Dr	Marie Cr	667	Residential	8	Rotomill & Overlay (<2 in)
1847	Mutton Hollow Rd	Coburn Cir	Alfred Ave	1517	Residential	8	Rotomill & Overlay (<2 in)
446	Oxford Dr	Dover St	Winston Dr	2055	Residential	8	Rotomill & Overlay (<2 in)
757	Preston St	Heywood Dr	Dead End	587	Residential	8	Rotomill & Overlay (<2 in)
319	Shannon Rd	Brookshire Dr	Corner	4095	Residential	8	Rotomill & Overlay (<2 in)
876	Twin Creek Cr	500 East	Dead End	1243	Residential	8	Rotomill & Overlay (<2 in)
323	Shannon Rd	Corner	Brookshire Dr	1248	Residential	8	Rotomill & Overlay (<2 in)

692	100 N	50 W	100 W	2853	Residential	10	Rotomill & Overlay (<2 in)
710	100 South	Larkin Lane	400 West	2447	Residential	10	Rotomill & Overlay (<2 in)
794	100 South	300 West	Larkin Lane	3927	Residential	10	Rotomill & Overlay (<2 in)
441	1150 East	1150 East Cir	300 North	1728	Residential	10	Rotomill & Overlay (<2 in)

Asphalt Road Reconstruction

Table 21 shows the roads recommended for reconstructive maintenance in 2016. The treatment recommended for reconstruction maintenance is base pavement replacement and thick overlay. The total area represented by these segments is approximately 1.5% of the paved road network. Roads were selected based on their importance to the road network.

Table 20. 2016 Reconstruction Maintenance Recommendations

Segment ID	Street	From	To	Area (yd^2)	Classification	RSL	Treatment
472	50 West	Park Dr	1200 South	1188	Minor Collector	0	Base Repair /Pavement Replacement
2005	Old Mill Rd	600 West	Desert Dr	5870	Minor Collector	2	Base Repair /Pavement Replacement
1449	Sheperds Ln	Change from East to West	25 West	649	Minor Collector	2	Base Repair /Pavement Replacement
481	100 South	300 East	200 East	9169	Residential	2	Base Repair /Pavement Replacement
379	200 South	500 East	400 East	9196	Residential	2	Base Repair /Pavement Replacement
340	500 East	Twin Creek Rd	Oak Ln	2934	Residential	2	Base Repair /Pavement Replacement
226	Center Street	200 East	300 East	7980	Residential	2	Base Repair /Pavement Replacement
384	Center Street	Main Street	100 East	9284	Residential	2	Base Repair /Pavement Replacement

Implementation of Pavement Management System

A fully implemented pavement management system can be a useful tool to a city, town, or county in cost effectively maintaining their street or road networks at a high service level. Kaysville City leaders should be applauded for recognizing the value of their street network as well as for their desire to maintain its value and service life.

A majority of the work necessary to implement a pavement management system has been done by the Utah LTAP Center. As described in this report, a full inventory and condition survey of Kaysville City's street network has been made. This provided the basis for the analyses of the street network's current conditions. In addition, a pavement preservation program and recommendations have been made that will enable Kaysville City to maintain and enhance the service life of its street network. The Utah LTAP Center has also provided a pavement management computer program that will enable personnel at Kaysville City to keep accurate and up-to-date records of their street network's conditions and the preservation work that is done.

The following steps are suggested to facilitate the implementation of the pavement management system and assure its beneficial use:

1. Conduct briefings with appropriate personnel to explain the details and procedures of the pavement management system.
2. Install the computer program on the computers of the personnel who are responsible for maintenance of the street network.
3. Train the appropriate personnel how to implement the recommended pavement preservation program.
4. Develop a pavement structure history database including dates of initial construction and subsequent maintenance and rehabilitation actions.
5. Develop a traffic database and incorporate traffic counts, classifications, and axle load data.
6. In cooperation with the personnel responsible for the maintenance of the street network, conduct site reviews of street segments recommended for treatment.
7. Fine-tune the pavement management computer program and establish periodic condition survey and feedback mechanisms to keep the street network conditions current.

The Utah LTAP Center is available and can assist in this implementation effort. Further fieldwork and support is available on an as needed actual cost basis. This can be arranged and scheduled by contacting Nick Jones at the Utah LTAP Center.

Importance of Feedback

The pavement management system set forth in this report is systematic in nature. Therefore, special steps and efforts should be taken to assure that everyone involved has an opportunity and a means to provide both input and feedback in the pavement management process. As shown in Figure 1 of the introduction to this report, feedback among all elements of the pavement management process is essential for the system to be dynamic and useful to the city. Effective feedback has been accomplished by several agencies by establishing a pavement management team or group. This team is comprised of representatives from each operating element involved in the process within the organization. Typically, this team is led by someone from the Public Works Department who assigns specific duties to each team member commensurate with their role in the pavement management process.

The pavement preservation program requires accurate and timely feedback on all decisions and actions taken with respect to preservation (routine maintenance, preventative maintenance, rehabilitation maintenance, and reconstruction) of each street segment. This feedback should include such information as type of work performed, unit costs of work items, amount and quality of work performed, date of completed work, additional pavement structure added, and any other design related information. In addition, periodic condition surveys should be made to keep track of the condition of each street and the network as a whole. These periodic condition surveys should be conducted every two to three years. This feedback information will enable the pavement management team to fine-tune the pavement management computer program providing better information to the decision-makers at all levels.

Any pavement management system must have a means of keeping accurate, up-to-date information about the condition and inventory of the street network. Good decisions are difficult to make without such information. The Transportation Asset Management System (TAMS) computer program provided by the Utah LTAP Center makes this process easy for users. This computer program allows for the inventory of current distress information, tracking of treatments applied, history of work done, and cross section information via pictures of the street segment. These tools provide valuable information that can assist in better decision-making

regarding the allocation of resources to maintain and preserve the street network. Figure 18 shows the forms used for the inventorying and updating of the street network.

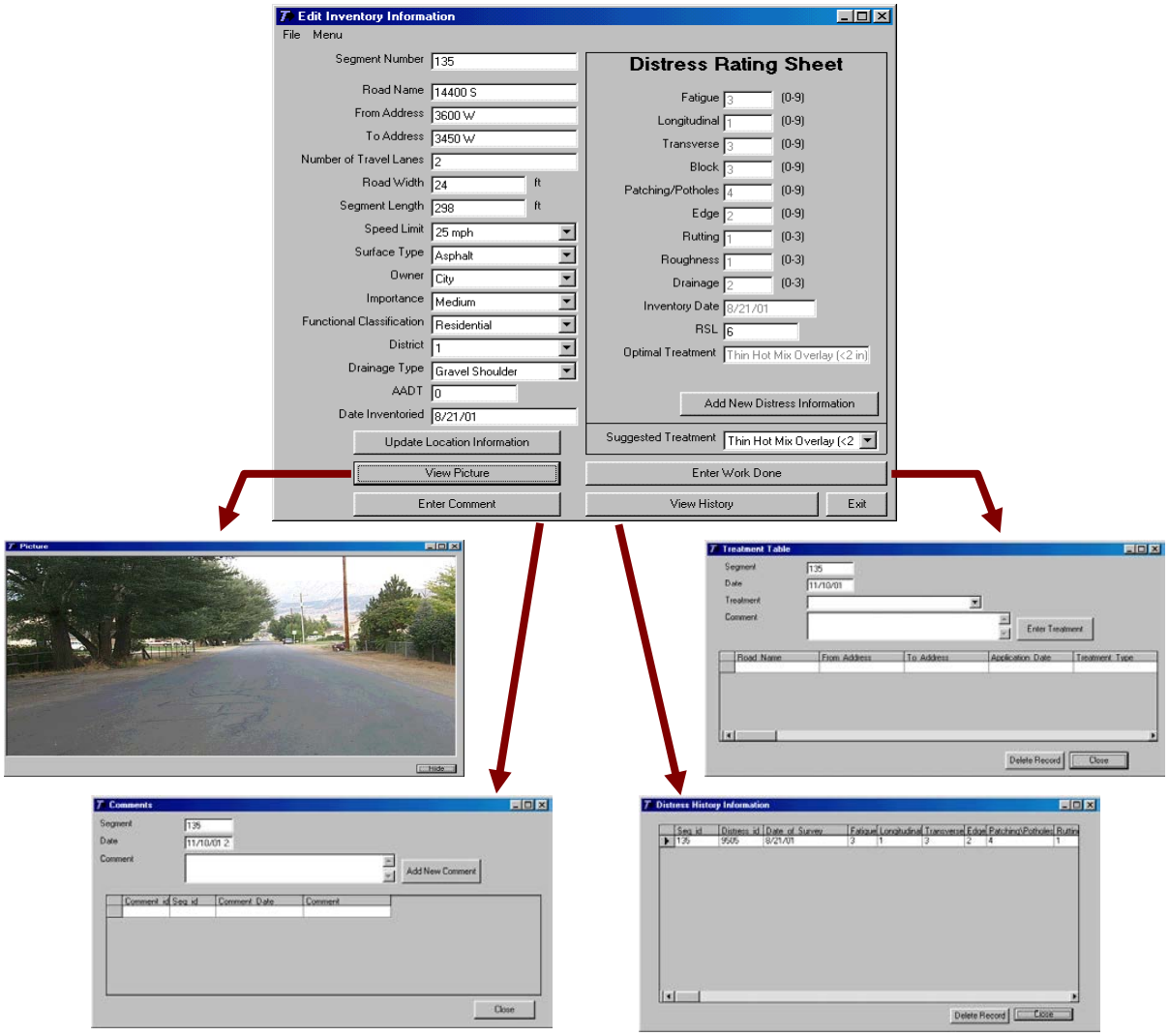


Figure 18. TAMS Inventory and Updating Forms

For documentation on the TAMS program, refer to the TAMS User's Manual.

Summary of Findings and Recommendations

Findings

Currently the streets network classifications in Kaysville City are: 84.3% of the street network is classified as residential, 11.2% as minor collector, and 4.5% as major collector.

Analyses of the distress information of the paved street network showed that there were seven major distress types prevalent in the asphalt paved streets network. Of these distress types, fatigue cracking occurred most frequently in the total streets network. The percent area of the street network affected by these distress types was previously shown in Figure 8.

Currently, the average remaining service life (RSL) for Kaysville City's entire asphalt paved street network is estimated to be 9.9 years. The percent of street network surface area with no service life left (terminal serviceability or RSL = 0) is 0.0%.

Recommendations

The pavement preservation program recommended for cities and towns is one that maintains the street network at an estimated average remaining service life (RSL) of at least 10 years with no more than three percent (3%) of the street network at the terminal serviceability level. Using the pavement preservation program presented in this report, the estimated average RSL of Kaysville City's streets network can be increased to approximately 12.02 years by the year 2026. The percent of street network surface area at the terminal serviceability level will be approximately 2.5%. In addition, the RSL distribution of the street network in terms of RSL distribution categories is improved. With the improved RSL distribution, the most cost-effective strategies and treatments can be used to maintain the street network. The Kaysville City's streets network is currently in a "good" condition. The public works officials of Kaysville City's should be commended for recognizing the importance of improving and preserving this valuable asset.

A three-step funding level is recommended for preserving the asphalt street networks at a high level of service. The recommended funding for step one is $2,945,200 per year, step two is $3,443,600 per year, for step three $1,644,400 per year. Costs of expanding the network are not included in this recommended budget. Future funding needs will likely increase due to inflation, increased pavement surface areas, increased traffic volumes, and increased material costs. All road funds should be allocated to pavement preservation. Additional funds required for personnel, capital improvements, and capacity improvements should come from other funding sources such as impact fees and mill levies. The details of this recommended pavement preservation program are given in Appendix H.

City personnel need to be trained in the use of the TAMS computer program so that it may be used and maintained properly. This includes training in data collection and analysis. City employees will be trained and in turn they can train others. Periodic condition surveys, and updates as work is accomplished, are critical in maintaining the pavement management program. Once city personnel are fully trained, the pavement management program can be fine-tuned to

fully incorporate the knowledge and experience of Kaysville City's Public Works and Engineering Departments.

It has been a pleasure working with Kaysville City to provide the information included in this report. Kaysville City Public Works and Engineering Departments have been extremely supportive of the work that has been done in preparing the pavement preservation program. The pavement management program can be used to maintain and improve the streets network for several years to come.

Table 21. Summary of Findings and Recommendations

2016 Average RSL	9.9
2016 Terminal Serviceability	0.2%
2026 Estimated Average RSL	12.0
2026 Estimated Terminal Serviceability	2.5%
2016-2026 Average Recommended Annual Funding	$4,412,400

Appendix A

Inventory of Street Network

Appendix B

Condition Survey Evaluation Sheet

Appendix C

Condition Survey of Street Network

Appendix D

Distress Deterioration Table and Recommended Preservation Strategies

Appendix E

Recommended Preservation Strategies for Each Street Segment

Appendix F

Preservation Strategies, Treatments, and Associated Costs

Appendix G

Analysis of Current Pavement Preservation Program

Appendix H

Recommended Pavement Preservation Program and Proposed Funding Allocation

Kaysville City Facilities Master Plan Update
February 2017

JRCA ARCHITECTS

Master Plan Update Objectives

- Re-orient the City Council and Residents with the Kaysville City Facilities Master Plan Draft.
  - Original draft presented to City Council November 2015.
  - Tasks included evaluation of existing facilities, development of Space Needs Assessments and planning recommendations to support current and future needs.
  - Specific recommendations for improvements to existing facilities, where new facilities should be constructed, and project phasing on a priority basis.

- Re-evaluate and further define recommendations specific to the Library Building and Municipal Center.
  - Incorporate input from the Committee for the Old Library.
  - What is the future of the Stewart Art Gallery?
  - Is the investment in re-purposing the Library Building the best approach?
  - Provide updated cost opinion.

ARCHITECTS

Former County Library Building

Building Facts:

- Constructed in 1944. The building provides historical value to the community and is 'context sensitive'. Decisions regarding the use or replacement shall garner public input and support.
- Currently houses the Stewart Art Gallery which is accessed by tours only.
- Remainder of the building is vacant and not being utilized for Municipal Services.
- For future long term use, the building will require substantial improvements and replacement of all building systems including a seismic upgrade.

Master Plan Recommendation:

- Create new Kaysville City Community Development and Legal Building.
  -Move Community Development from Municipal Center and remodel the vacated spaces.
  -Needs Assessment identifies a future Legal department.

Library Building Updated Options

At the guidance of the Former Library Committee, the City Council should consider the following options:

Option A - Change in use with minimal construction

-Stewart Art Gallery & Museum to remain as is.
-'Patch and Repair' building and systems at a minimum.
-Minimal construction that will create useable space.
-Financial Investment: Low

Option B - Change in use with complete remodel and upgrades

Phase one:
-Remove and temporarily store Stewart Art Gallery & Museum.
Phase two:
-Create the Kaysville City Community Development and Legal Building as previously recommended.
-Create the Kaysville City Community Development and Stewart Art Gallery & Museum per the Architectural space plan provided.
-Remodel Existing Municipal Center Building as determined.
-Financial Investment: High

Option C - Building Replacement

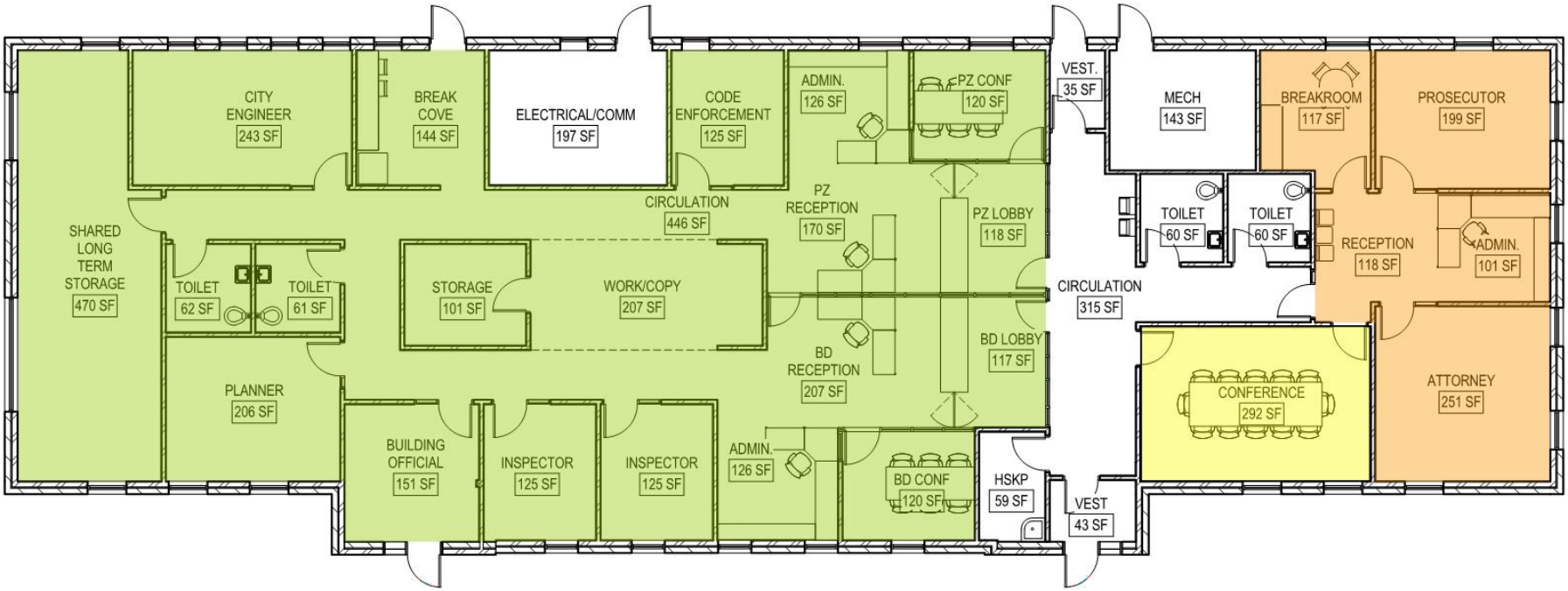
-Demolish and replace with new construction to meet current and future needs.
-Remodel Existing Municipal Center Council/ Community Room as determined.
-Financial Investment: Mid to High

Kaysville City 1850 UTAH'S HOMETOWN

Kaysville City Facilities Master Plan Update
February 2017

JRCA ARCHITECTS

Proposed Floor Plan – Option B1



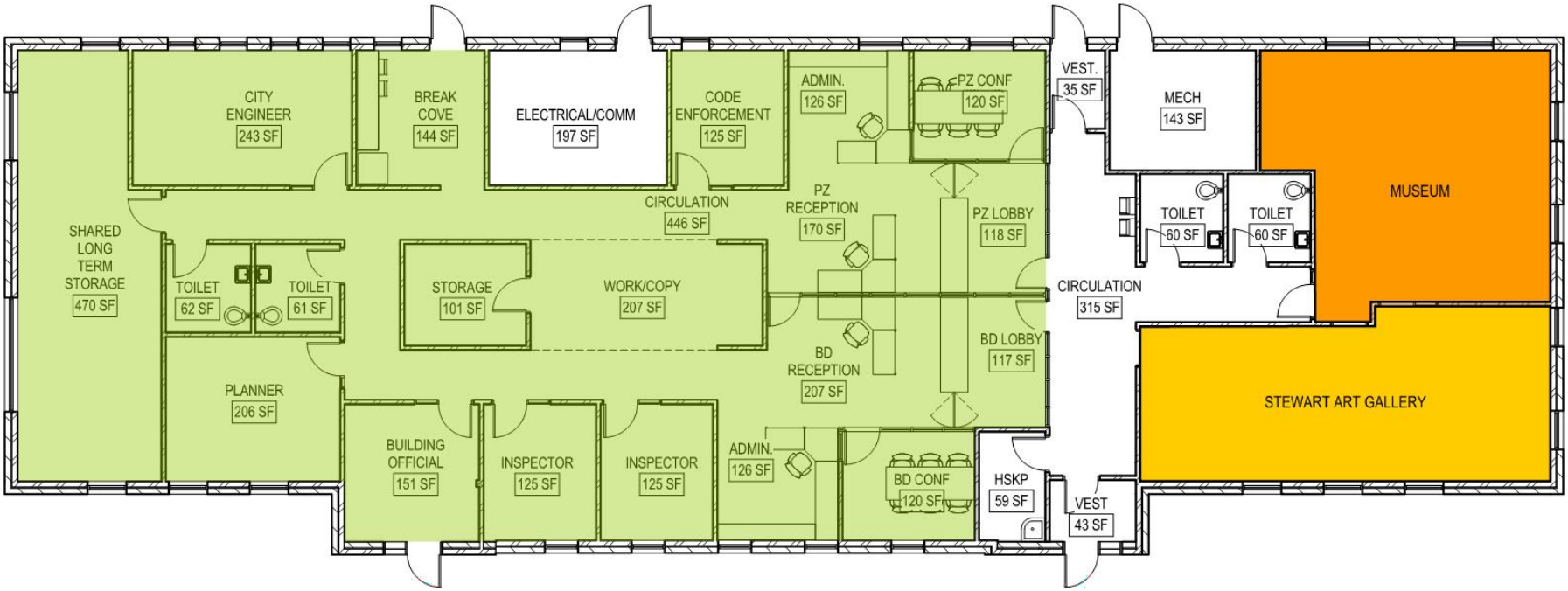
Proposed Community Development and Legal Building

Gross Area: 6,231 sf.
Net Interior Area: 5,975 sf.

Kaysville City Facilities Master Plan Update
February 2017

JRCA ARCHITECTS

Proposed Floor Plan – Option B2



Proposed Community Development and Stewart Art Gallery & Museum

Gross Area: 6,231 sf.
Net Interior Area: 5,975 sf.

Kaysville City Facilities Master Plan Update
February 2017

JRCA ARCHITECTS

Former Library Building - Design Option B1 and B2 Cost Opinion

Recommend improvements:

-Demolish the interior in its entirety
-Perform seismic upgrades to the building structure
-Replace the roofing system
-Replace exterior window assemblies
-New mechanical and electrical systems
-Provide automatic fire suppression system
-Construct floor plan as determined

Cost Opinion

Revision Date: February 06, 2017

Option B - Phased Remodel of the former Library Building (10 - 15 year estimated functional life) per master plan recommendations.

Phase One: Remodel Former Library Building to create combined Community Development & Legal Building or Stewart Art Gallery & Museum

Late 2017 Estimated Construction Start				
Inflation	15%	$	218,406	[1]
Total Cost		$	1,674,445	[2]
Cost per S.F.		$	268.73	

[1] Includes cost increase from late 2015 estimate
[2] Includes Architectural Design Fees

JRCA ARCHITECTS

Option C – Building Replacement Cost Opinion

Option C - Replace former Library Building with 8,000 SF foot print, 50 year projected life. Two or three level options as

Assumed Estimate Parameters		
Design SF Value - Above Grade	$ 180	*
Design SF Value - Below Grade	$ 190	*
Architectural Design Fees	6.50%	
Late 2017 Construction Start	8.00%	
Project Contingency	10.00%	

* GC Fee is inluded in SF cost

One Level	8000	SF	$	1,440,000
Two Level	16000	SF	$	2,880,000
Finished Basement	8000	SF	$	1,824,000
Unfinished Basement	8000	SF	$	1,520,000

One Level with Unfinished Basement:				
Existing Building Demolition	1	LS	$	40,000
One Level	8000	SF	$	1,440,000
Unfinished Basement	8000	SF	$	1,520,000
Subtotal			$	3,000,000
Inflation	8%		$	240,000
Bonding & Insurance	2%		$	60,000
Contingency	10%		$	300,000
Construction Cost			$	3,600,000
		SF	$	225
Project Soft Cost:				
Furnishings & Equipment	$ 15	SF	$	120,000
Construction Testing	0.50%		$	18,000
Design Fee	6.50%		$	234,000
Total Cost Opinion			$	3,972,000
		SF	$	248

Two Level with Unfinished Basement:				
Existing Building Demolition	1	LS	$	40,000
Two Levels	16000	SF	$	2,880,000
Unfinished Basement	8000	SF	$	1,520,000
Subtotal			$	4,440,000
Inflation	8%		$	355,200
Bonding & Insurance	2%		$	88,800
Contingency	10%		$	444,000
Construction Cost			$	5,328,000
		SF	$	222
Furnishings & Equipment	$ 15	SF	$	240,000
Construction Testing	0.50%		$	26,640
Design Fee	6.50%		$	346,320
Total Cost Opinion			$	5,940,960
		SF	$	248

Two Level with Finished Basement:				
Existing Building Demolition	1	LS	$	40,000
Two Level:	16000	SF	$	2,880,000
Finished Basement	8000	SF	$	1,824,000
Subtotal			$	4,744,000
Inflation	8%		$	379,520
Bonding & Insurance	2%		$	94,880
Contingency	10%		$	474,400
Construction Cost			$	5,692,800
		SF	$	237
Furnishings & Equipment	$ 15	SF	$	360,000
Construction Testing	0.50%		$	23,720
Design Fee	6.50%		$	370,032
Total Cost Opinion			$	6,446,552
		SF	$	269

End of Kaysville City Council Masterplan Update February 16, 2017

Kaysville City Facilities Master Plan Update
February 2017

JRCA
ARCHITECTS

City Council
Staff Report

Title 12 Parks, Public Properties, and Recreation – February 16, 2017

Description:
Municipal Code Title 12 Parks, Public Properties, and Recreation is the code establishing the Parks and Recreation Department. Contains the rules and regulations for Parks, Public Properties, and Cemetery.

Recommendation:
Staff has reviewed Title 12 and recommends the proposed changes.

Attachment 1: Title 12 Parks, Public Properties, and Recreation

Reasoning:
Defining the hours of operation of the Cemetery and Parks was the initial reason for the review. After studying the current code it was felt that some minor language changes needed to occur to bring it up to current operating procedures of the Cemetery. Also part of the review was to include some language that adequately dealt with some concerns regarding electronic gaming in the Cemetery and the disruption it has had on the functions of the Cemetery. Correcting some of the text to make it more consistent with job titles and employees of the Department is also part of this proposed recommendation.

Chapter 1 Parks And Recreation Department

- 12-1-1 Department Created
- 12-1-2 Superintendent
- 12-1-3 Powers And Duties

12-1-1 Department Created

There is hereby created the Parks and Recreation Department.

12-1-2 Superintendent

There is hereby created the position of Parks Superintendent who shall be the Parks and Recreation Department supervisor.

12-1-3 Powers And Duties

It shall be the duty of the Parks Superintendent to supervise the operation and maintenance of the City's parks, public grounds, and buildings and recreation programs and the City Cemetery in accordance with the provisions of the City ordinances and the rules and regulations adopted by the City. It shall be the duty of the Superintendent to keep suitable records of the parks, public grounds, buildings and Cemetery and make periodical inspection of the same. The Superintendent shall, upon request, report to the City Council the condition of the parks, public grounds, buildings, recreation and cemetery and shall furnish such information regarding the same as the City Manager may from time to time require. The Superintendent may also employ, subject to the approval of the City Manager, such help as shall be necessary to carry out the duties prescribed by the City ordinances and by the rules and regulations adopted by the City.

- *'Superintendent' should replace the word 'He'.*

Chapter 2 Parks And Public Property

- 12-2-1 Defacement Of Littering
- 12-2-2 Vehicles
- 12-2-3 Hours Of Use
- 12-2-4 Farm Animals
- 12-2-5 Alcoholic Beverages
- 12-2-6 Safety

12-2-1 Defacement or Littering

1. It shall be unlawful for any person to destroy, deface, injure, or interfere with any part, structure, fixture or appurtenance of any park or public property.
2. It is unlawful for any person to throw or deposit in any part of any park or public property the carcass of any dead animals, meat, fish, rubbish, refuse, filth, trash, garbage, building materials, or any like substance, or any object or substance that detracts from the beauty of said park or public property.
3. Any person(s) convicted of the above actions will be responsible for payment of the cost and expenses involved to restore the property to its original state.

12-2-2 Vehicles

It shall be unlawful to drive or park any vehicle over or across any park or public property except on the streets or parking lots provided therefore or as approved by the Superintendent. Only vehicles or equipment approved by the Superintendent shall traverse any lawn area.

12-2-3 Hours of Use

The City Council may establish hours in which parks or public property can be used. Use at other times shall be unlawful and the presence of any unauthorized person shall constitute trespassing. *Parks hours shall be 6:00 a.m. to 11:00 p.m.*

12-2-4 Farm Animals

It shall be unlawful for any person to take any farm animal into any part of any park or onto public property or permit any farm animal owned or in the custody of such person to enter any part of any park or onto public property except as approved by the City Council.

12-2-5 Alcoholic Beverages

It shall be unlawful to have or consume alcoholic beverages in any park or on public property.

Chapter 3 Cemetery
Chapter 3 Cemetery

- 12-3-1 Definitions
- 12-3-2 Cemetery Name
- 12-3-3 Cemetery Sexton
- 12-3-4 Duties Of Cemetery Sexton
- 12-3-5 Interments
- 12-3-6 Disinterments
- 12-3-7 Sale Of Burial Rights
- 12-3-8 Reclamation
- 12-3-9 Perpetual Care
- 12-3-10 Capital Improvement Fund
- 12-3-11 Monuments And Markers
- 12-3-12 Decoration Of Graves
- 12-3-13 Cemetery Hours
- 12-3-14 Traffic And Safety Regulations
- 12-3-15 Defacement Or Littering Of Cemetery
- 12-3-16 Animals In Cemetery
- 12-3-17 Erecting Of Fences, Or Copings, Or Planting Of Trees, Hedges, Etc., Prohibited
- 12-3-18 Fees And Charges

12-3-1 Definitions

In this chapter, the following words or phrases shall have the following meanings unless the context otherwise clearly indicates:

Block - The term "Block" shall mean a land area of one or more lots.

Cemetery - The term "Cemetery" shall mean any Cemetery owned or maintained by the City for the purpose of receiving the remains of deceased humans for earth interments.

Cemetery Office - The term "Cemetery Office" shall mean the main office maintained at the Kaysville City Municipal Center, 23 East Center Street, Kaysville, Utah.

Certificate - The term "Certificate" referred to herein shall mean Burial Right Certificate.

Certificate Holder - The term "Certificate Holder" is intended to mean and shall be construed to mean owner or purchaser of burial rights and privileges, or the collateral right of use of any burial plot, evidenced by a Burial Right Certificate or by proved and recognized descent or devise from the original owner.

City - The term "City" shall mean Kaysville City, Utah, whether or not so designated.

Council or City Council - The terms "Council" or "City Council" shall mean the City Council of Kaysville City, Utah.

Human Remains - The term "Human Remains" shall be construed to mean any portion relating to that of a deceased human being.

Lot - The term "Lot" shall apply to numbered divisions as shown on the record plat which consists of two or more plots.

Lot Marker - The term "Lot Marker" refers to the cement blocks approximately six (6) inches by six (6) inches by twelve (12) inches used by the Cemetery and located in the northeast corner of the lot or plot.

Marker - The term "Marker" means a headstone flush with the surface of the ground made of granite, marble, or metal substances.

Monument - The term "Monument" shall include a tombstone or headstone of granite, marble, or metal substances which shall extend above the surface of the ground at least twelve inches (12") in height or higher, but not exceeding four and a half feet (4 1/2') in height in plats A, B, C, D, and 36” in height in plats E, F, G and H.

Perpetual Care - The term "Perpetual Care" shall refer to the maintenance care that the City agrees to give and shall consist of care of the Cemetery generally, but shall not include repairing or replacing marker or monument structures of any nature, except when the need for repair or replacement is directly caused by the City.

Person - The term "Person" shall mean individual, group, partnership, firm, corporation or association.

Plat - The term "Plat" shall mean a land area designated by a letter in the alphabet (namely A, B, C, D, and E) that is bordered by roadways and is one or more blocks.

Plot - The term "Plot" shall apply to a space of sufficient size to accommodate one adult interment approximately forty (40) inches by ninety-six (96) inches or one infant interment approximately twenty-eight (28) inches by fifty-two (52) inches.

Resident - The term "Resident" shall be defined as follows:

a. Any person who was domiciled within the corporate limits of Kaysville City, Utah, at the time of death, regardless of the actual place of death.
b. Any person owning real property within the corporate limits of Kaysville City, Utah, at the time of death, regardless of the residence or domicile of such person.
c. Any person who was a legal resident of Kaysville City, Utah, at the time of death, regardless of domicile.
d. Any person who was formerly domiciled within the corporate limits of Kaysville City, Utah, immediately prior to moving from the City for the purpose of becoming domiciled in any facility for the purpose of receiving medical or residential care.
e. After November 11, 2011, any married person who owns the right to bury in two adjacent spaces and buries his or her spouse in one of those spaces while both are Residents, regardless of his or her domicile at the time of his or her death.

- 12-3-1 Definitions
- 12-3-2 Cemetery Name
- 12-3-3 Cemetery Sexton
- 12-3-4 Duties Of Cemetery Sexton
- 12-3-5 Interments
- 12-3-6 Disinterments
- 12-3-7 Sale Of Burial Rights
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c. Any person who was a legal resident of Kaysville City, Utah, at the time of death, regardless of domicile.

d. Any person who was formerly domiciled within the corporate limits of Kaysville City, Utah, immediately prior to moving from the City for the purpose of becoming domiciled in any facility for the purpose of receiving medical or residential care.
e. After November 11, 2011, any married person who owns the right to bury in two adjacent spaces and buries his or her spouse in one of those spaces while both are Residents, regardless of his or her domicile at the time of his or her death.

Responsible Party - The term "Responsible Party" shall refer to any person selected by the family of the deceased to act in its behalf and can include the heir apparent, religious leader, mortician, funeral director, or any other person the family selects in choosing graves, making available information on the deceased party, and taking full liability for the family obligations concerning the services performed on the Cemetery's property.

Sexton - The term "Sexton" shall mean the appointed keeper of the Cemetery whose duties are described herein.

Words - Single words shall include the plural, and masculine words shall include the feminine and neuter.

12-3-2 Cemetery Name

The burial ground of Kaysville City shall be known and designated by the name of Kaysville City Cemetery.

12-3-3 Cemetery Sexton

The position of Cemetery Sexton is hereby created. The Parks Superintendent shall be ex officio Cemetery Sexton.

12-3-4 Duties Of Cemetery Sexton

1. It shall be the duty of the Cemetery Sexton, or the designee, to supervise, manage, operate, maintain and improve the Cemetery in accordance with the provisions of the City ordinances and the rules and regulations adopted by the City Council.
2. It shall be the duty of the Sexton to keep a true and correct plat of the Cemetery showing the location of all burial plots and such other information as the City Council may prescribe and shall keep or have kept such other records regarding the Cemetery as the City Council shall direct.
3. The Sexton shall direct the layout and digging of all graves required for burial therein, to direct all removals, changes and other authorized operations.
4. The Sexton shall take charge of all funeral corteges while in the environs of said Cemetery and regulate all traffic within the Cemetery as deemed necessary.
5. The Sexton shall approve all claims chargeable against the Cemetery and shall furnish such information regarding the Cemetery as the City Manager and City Council may from time to time require.
6. The Sexton may employ such help as shall be necessary to carry out the duties prescribed by the City ordinances and by the rules and regulations adopted by the City Council.
7. He shall have the authority to promulgate additional regulations, with the approval of the City Council, concerning the care, use, maintenance and government of the Cemetery not in conflict herewith, as shall, from time to time, prove necessary.
8. Any person or firm desiring to perform any work within the Cemetery must first secure the approval and written permission of the Sexton. All settings of vases, markers and monuments and all

plantings of trees, shrubs and flowers must be approved by the Sexton before the work is commenced and all work shall be performed under his direction.

9. It shall be the duty of the Sexton to remove floral pieces or displays left on any grave as he deems necessary.

12-3-5 Interments

1. Nothing other than human remains shall be interred within the Kaysville City Cemetery, and no cemetery shall be established without the express written permission of the City Council.
2. Before burying human remains in the Cemetery, there shall be procured from the Cemetery Office an Interment Order for the deceased person in such plot, lot, block and plat as may be designated by the responsible party. This Order must be executed forty-eight (48) hours prior to the scheduled funeral service.
3. Under no circumstances will the City assume responsibilities for errors in opening graves when orders are given by telephone or for any mistake occurring from want of precise and proper instructions as to the particular plot, size of grave, and location where interment is desired.
4. Funeral directors must schedule the use of the Cemetery, have the Interment Order signed, and have fees paid in full before arrangements with the family are concluded.
5. No person, except the certificate holder of a lot upon which interment is to be made, shall use a plot or lot in the Cemetery, without first obtaining written permission from the certificate holder of said lot, or nearest relative of the certificate holder thereof, or legal heirs, which permission shall be filed with the Cemetery Office.
6. No interment of two or more bodies shall be made in one grave except in the case of a parent and child or two infants buried in one casket. Cremation urns shall not be allowed to be interred over existing vaults or caskets without prior approval of the Sexton or his representative.
7. The human remains must be delivered to the Cemetery at or before 2:30 p.m. (November 1 to April 30) and at or before 3:30 p.m. (May 1 to October 31) for interment if the grave is to be filled in with earth the same day.
8. There shall be no interments on Sundays or the legal holidays of New Years Day, Memorial Day, Independence Day, Pioneer Day, Thanksgiving Day, and Christmas Day.
9. It shall be unlawful for any remains to be interred in the Cemetery unless the casket or um shall be placed in a vault made of reinforced concrete, stone, or metal.
10. No grave will be opened in the Cemetery until the interment fee, burial right fee and other applicable fees, as established from time to time by Resolution of the City Council, are paid in full to the satisfaction of the City Recorder. The interment fee is solely determined by the residential status of the deceased and not by the person(s) who assumes responsibility for paying for interment. The presentation of the Interment Order from the Cemetery Office to the Sexton will be his authority to open or cause to be opened a grave for the burial of the deceased. However, upon a verbal or written contract being entered into between the mortician and the City wherein the said mortician agrees to guarantee, be responsible and liable for fees for the opening of a grave, or any other applicable fees related to the interment, and be personally liable for such fees, the Cemetery Office may give the Sexton authority to open graves. The said mortician then has thirty (30) days from date of interment to pay in full all outstanding fees related to his guaranteeing of payment.
11. Once a casket containing the human remains is within the confines of the Cemetery, no funeral director nor his embalmer, assistant, employee, agent, or any other person, shall be permitted to open the casket or to touch the body without the written consent of the legal representative of the deceased or any order signed by a court of competent jurisdiction.
12. The Sexton, and those employees of the City designated by the Sexton, are the only persons who will be permitted to open graves with the following exceptions:
    a. When the Cemetery is directed to make a disinterment by order of a court of competent jurisdiction and a certified copy of such order has been filed with the Cemetery Office.

b. When the coroner directs the disinterment for the purpose of holding an inquest and has filed with the Cemetery Office his signed authorization to release the body to himself and his lawful agents. In such case, the disinterment must be made by the coroner or his lawful agents. City employees will not be permitted to assist the coroner or his agents.

13. The City will not be liable for the identity of the person to be interred.
14. The City Council, with the advice of the Sexton, may designate a portion of the Cemetery for the burial of indigents. A burial of an indigent in the Cemetery must be approved and administered by current policy as set forth by Davis County in conjunction with local morticians prior to interment.
15. Certificate holders shall not allow interments in their plots or lots in return for remuneration of any kind.
16. Persons responsible for the deceased will have full liability for the remains of the deceased when it enters the grounds of the Cemetery and will have complete charge of those remains and will cause the deceased to be lowered into the grave site. After this has been accomplished, the Sexton or his representative will take charge of the remains and will proceed thenceforth with the closing of the grave.
17. The Sexton or his representative has the perpetual right of ingress and egress over any part of the Cemetery burial plat areas and shall use reasonable care in protecting all existing turf, markers, monuments, grave flowers, grave decorations, trees or existing shrubbery in order to cause the opening and closing of graves with the required vehicles, equipment, tools and personnel.
18. Saturday services will be charged an additional fee as set forth by resolution of the City Council in addition to the standard interment fee.
19. Plat D, Section 5, of the Cemetery is designated for the burial of infants and urns and such burials are subject to the following regulations:
    a. All burials therein must be in concrete vaults as required elsewhere in the Cemetery.
    b. All grave markers therein must not extend above the level of the ground.
    c. In the event of disinterment, the right to burial reverts to the City and the value will be applied to re-interment, if in the Kaysville City Cemetery.

12-3-6 Disinterments

1. No person shall disinter any human remains in the Cemetery, except under the direction of the Sexton. All disinterments shall comply with applicable State law.
2. The Order for Disinterment shall include the name of the deceased, when and where born, when and where the place of death occurred, together with the name of parents and spouse, also the date of burial, as well as the name of the cemetery, with the initial letter of the plat, as well as the number of block, lot and burial plot number, and the place of destination if disinterred and transferred beyond the environs of the Cemetery.
3. If the disinterment is to be transported outside the environs of the Cemetery, the Cemetery Office shall require a written Order For Disinterment together with a Burial Transit Permit from the Davis County Department of Health to be executed by the certificate holder or his heirs authorizing such removal at least one (1) week prior to the day of the disinterment.
4. The City assumes no responsibility whatsoever for the condition of any casket or vault involved in any removal.
5. It shall be unlawful for any person to remove the body of a person who has died of a contagious disease within two (2) years from the date of burial unless the body has been buried in a hermetically sealed coffin, or vault, and is found to be so encased at the time of removal.
6. Fees for disinterments will be charged according to the work involved, with a base fee established by the City Council.
7. The Cemetery reserves, and shall have the right to correct any errors that may be made by it either in making interments, disinterments or removals, or the description, transfer or conveyance of any interment property, either by cancelling such conveyance and substituting and conveying in lieu

thereof other interment property of equal value and similar location as far as possible, or as may be selected by the Cemetery office, or, in the sole discretion of the Cemetery office, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the disinterment of the remains of any person in such property, the Cemetery reserves, and shall have the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.

8. In the event of disinterment, the right to burial of said plot(s) reverts to the City and the value at time of purchase will be applied to re-interment, if in the Kaysville City Cemetery.

12-3-7 Sale Of Burial Rights

1. The City Recorder, and such other persons as the City Recorder may designate, are hereby authorized to sell the use of burial spaces in the Cemetery for interment purposes only and to collect all sums arising from such sale. The City Recorder shall not sell the use of more than two (2) burial spaces to persons of the same household unless there is immediate need for use of more. Residents of Kaysville City may purchase burial rights pre-need. Nonresidents of Kaysville City may purchase burial rights only at-need. The City Recorder shall keep a complete record of all sales, which record shall describe the location of the burial spaces purchased and the price paid therefor. The purchaser shall receive a receipt describing each right of use so purchased, together with the amount paid and the balance, if any. The City Recorder shall retain a duplicate copy in the Cemetery receipt book.
2. The City Council may establish by resolution the burial right fee for all Cemetery spaces or parts thereof. Payments made pursuant to this Section shall not be construed to be payment for any Cemetery services.
3. It shall be unlawful for any person to bury the remains of a deceased person in the Cemetery without first paying in advance, and before the opening of the space to be occupied, the full cost for use of said space.
4. Burial rights to any space shall not be sold, transferred, conveyed, or assigned by the purchaser or certificate holder except to the City or to direct heirs. A resident may transfer burial rights to a nonresident heir if the purchase of that right is accomplished prior to the time of death, and the burial right certificate is in their possession.
5. Whenever spaces are transferred, or revert to the City, or become vested in the municipality for any reason, the original Certificate shall be cancelled, and the record shall be so changed before new Certificates are issued. A transfer fee as set forth from time to time by resolution of the City Council shall be paid to the City Recorder for such transaction.
6. In the event the Sexton or any party desires to exchange one space inside the Cemetery for another space they may do so by informing the City Recorder of their desire and paying for the Certificate Transfer Fee.
7. The right to enlarge, reduce, re-plat or change the boundaries or grading of the Cemetery or a section or sections, from time to time, including the right to modify or change the locations of or remove or regrade roads, drives, or walks, or any part thereof is hereby reserved. The right to lay, maintain, operate, alter or change pipelines for sprinkling systems, drainage, etcetera, is also expressly reserved, as well as is the right to use Cemetery property not sold to individual burial right owners or plots reclaimed for Cemetery purposes, including interment of the dead, or for anything necessary, incidental or convenient thereto.

12-3-8 Reclamation

The City may reclaim any unused burial site which has been unused for burial purposes for more than sixty (60) years. The City Council by virtue of its adoption of this provision, authorizes and mandates the Sexton

to reclaim any such site(s). Prior to reclaiming any lot or portion thereof, proper notification procedures, as provided by law, will be followed. The City Council reserves the right to amend the notification procedure as to extend the process of said procedure. Descendants or other heirs shall have preference over non-heirs or non-descendants in purchasing a Burial Right on the lots or portions thereof being reclaimed. The cost of the burial right(s) will be at current purchase price.

12-3-9 Perpetual Care

1. There is hereby established a Cemetery Perpetual Care Nonexpendable Trust Fund. There shall be deposited in the Fund the portion of the Cemetery fees as established from time to time by Resolution of the City Council. The annual interest income from the Fund shall be used to assist in the care, maintenance and operation of the Cemetery.
2. Perpetual care shall be deemed to include general grounds maintenance, but shall not include repairing or replacing monuments of any nature, except when the need for repair or replacement is directly caused by the City.

12-3-10 Capital Improvement Fund

There is hereby established a Capital Improvement Fund for future expansion of new burial sites and portions thereof and construction of fixtures as deemed necessary in the Cemetery. There shall be deposited in the fund the portion of the burial right fees as established from time to time by Resolution of the City Council. The sum total of these monies deposited and interest accrued thereon shall be used solely for the purposes of capital improvement or expansion of the Cemetery.

12-3-11 Monuments And Markers

1. The certificate holders for spaces or relatives of the deceased person(s) buried in the Cemetery may not install or remove, or cause the installation or removal, of any type of marker or monument on any grave space(s) without first obtaining the approval of the Sexton.
2. Grave markers shall either be flush with the ground or between twelve inches (12") and four and a half feet (4 1/2') in height in plats A, B, C, and D.
3. Grave markers shall have and be set in a finished, grass-level cement base or apron (commonly known as a mow strip) extending outward from the outer perimeters of the stone or metal grave markers for at least four inches (4"), so that the lawn may be cut conveniently without contact to the headstone or marker.
4. The combined length (extending north/south) of the mow strip and grave marker shall not be longer than the width of the burial plot(s) the rights to which are owned by the monument owner.
5. The combined width (extending east/west) of the mow strip and grave marker shall not exceed 32" of the burial plot (s) owned by the monument owner.
6. The inscription with the name(s) of the deceased on all grave markers in the Cemetery shall be so inscribed on the stone or metal marker so that a person may be able to read it when facing the east.
7. The installation of all grave markers or monuments will be under the supervision of the Cemetery Sexton. A notice to the Cemetery Office by the monument company or responsible party must be made at least twenty four (24) hours prior to the installation.
8. All grave markers and monuments shall be set with the outside west edge of the burial space on the marker placement line as established by the Sexton or the designee.
9. Failure to comply with the above regulations for grave markers and monuments will justify the City in refusing the placement of said markers or monuments. Any and all costs involved with altering said markers in order to comply with the above regulations will be borne by those having ordered said markers.

10. All headstones being placed in the area designated as Plat D, Section 5 and Plat E, Section 5, shall be restricted to markers that do not extend above the level of the ground.
11. Before any marker or monument may be placed on any plot(s), the full purchase price for use of said plot(s) must be paid in full whether or not the plot(s) are occupied with human remains.
12. When the need arises to move from its location either a marker or monument in order to inter human remains, a fee will be assessed on the Interment Order in addition to the interment fees. This fee will be governed and set forth by the City Council and may change from time to time as the City Council may deem necessary. The monies collected will be designated part of the operating budget of the Cemetery.
13. A family monument will be allowed to be installed in Plats D and E only if the certificate holder has burial rights to the entire lot(s).
14. When an adult burial plot is divided, the east half shall be restricted to markers that do not extend above the level of the ground.
15. All monuments and markers installed in Plats F, G, H or I shall comply with the following:
    a. Maximum headstone dimensions for flat markers: 32" width for a single stone (including 6" mowstrips) 40" length for a single stone (including 6" mowstrips) 32" width for a double stone (including 6" mowstrips) 80" length for a double stone (including 611 mowstrips).
    b. Maximum headstone dimensions for upright monuments: 32" width for a single stone (including 6" mowstrips) 40" length for a single stone (including 6" mowstrips) No less than 12" or more than 36" height for a single stone 32" width for a double stone (including 6" mowstrips) 80" length for a double stone (including 6" mowstrips) No less than 12" nor more than 36" height for a double stone.
    c. All monuments and markers shall have no less than six inch (6") concrete or stone mowstrips around the perimeter (meaning all sides) of the headstone. Mowstrips must be solid and contiguous in an unbroken sequence.
    d. All monuments and markers shall be inspected for compliance on the date the headstone is to be installed and a permit issued before installation is permitted in the Cemetery. The installer shall notify the City twenty-four hours prior to installation and schedule the time for inspection, payment of the fee and issuing the permit at 23 East Center Street, Kaysville. Permits will only be issued on Monday through Friday, except for holidays, between 8:30 a.m. and 2:30 p.m. If the headstone does not comply in any way, it will not be permitted and the City will not bear any cost to make it comply.
    e. The City Council may establish by resolution, from time to time, the installation permit fee and the fine for installing a headstone without first obtaining the required permit.
    f. Headstone setting is at the discretion of the Sexton or designee during inclement weather.
16. The Cemetery and City accept no responsibility for loss or damage to any monument or marker unless such loss or damage is a direct result of negligence on the part of the City.

12-3-12 Decoration Of Graves

1. Fresh cut flowers are permitted any time if placed in a permanent vase located either on the monument (upright headstone) or in the mow strip (the cement or granite border) and may be removed and discarded without notice when they become unsightly at the discretion of the Sexton.
2. Artificial flowers(dried, plastic, or silk) and decorations, including but not limited to balloons, craft items, figurines, flags, pinwheels, potted live plants, shepherd hooks and solar lights are not permitted during the mowing season which is from April 1 to the second Monday in November, with the following exceptions:
    a. On Easter, Mother's Day, Memorial Day, Father's Day, Independence Day, Pioneer Day and Halloween.
    b. Artificial flowers in a permanent fixture on the raised portion of a monument (upright headstone).

3. Funeral flowers, floral pieces, and decorations may be removed and discarded without notice when they become unsightly at the discretion of the Sexton.
4. During the mowing season, any item(s) placed on the mow strip, or on the lawn, may be removed and discarded without notice.
5. Christmas decorations may be removed and discarded the first Monday in April of the following year. All other holiday decorations may be removed and discarded without notice seven (7) days after the holiday.
6. A general cleanup may be done annually on:
    a. The first Monday in April.
    b. The Monday following Memorial Day (all flowers and grave decorations may be removed and discarded).
    c. The second Monday in November.
7. The cemetery claims no responsibility or liability, nor will accept any claims against it, for loss or destruction of personal property left in the cemetery, and disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, explosions, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

12-3-13 Cemetery Hours

Cemetery hours are 6:00 a.m. to 11:00 p.m., during such other hours shall constitute trespassing.

12-3-14 Traffic And Safety Regulations

1. It shall be unlawful for any person to drive at a speed greater than fifteen (15) miles per hour in the Cemetery.
2. It shall be unlawful to drive or park any vehicle over or across any lawn area or lot within the confines of the Cemetery.
3. Only vehicles and equipment that have been approved by the Sexton, or his representative, may traverse any lawn area.
4. Because Cemetery ground is devoted to interment and repose of the dead, strict observance of decorum due such a place shall be required of all persons.
5. No motorcycles will be permitted within the environs of the Cemetery, except those being involved with a funeral cortege. – Remove this sentence.
6. It is of the utmost importance that there should be strict observance of the proprieties in the Cemetery. Hence, all persons within the Cemetery should avoid conduct unbecoming a sacred place.
    a. No loud, boisterous or turbulent noise of any kind which is deemed undesirable or interferes with the decorum of the Cemetery, or which is marked by intensity or volume of sound, will be permitted within the environs of the Cemetery.
    b. No alcoholic beverages of any kind will be permitted within the environs of the Cemetery.
    c. No idling or loafing on the grounds or in any of the buildings will be permitted within the environs of the Cemetery.
    d. The bringing of lunches or refreshments into the Cemetery or consuming them on the grounds will not be permitted within the environs of the Cemetery. Remove sentence.
    e. Peddling or soliciting the sale of any commodity within the Cemetery will not be permitted.
    f. Placing of signs or notices of advertisements of any kind within the Cemetery will not be permitted.

g. Bringing firearms into the Cemetery except by a military escort accompanying a Veteran's funeral or attending memorial services will not be permitted within the environs of the Cemetery.
h. Electronic gaming that interferes with the sacred nature of Cemetery burials and those grieving will not be permitted.

12-3-15 Defacement Or Littering of Cemetery

1. It is unlawful for any person to injure, molest, deface, or otherwise damage, or remove any headstone from its foundation, curbing, um, monument, tree, shrub, flowers, funeral flowers, floral pieces, vases and containers, or any other property in the Cemetery. This Section shall not apply to the Sexton or employees of the department who are performing their assigned work. This Section shall not apply to any person who is removing flowers, vases or containers which such person has placed upon a Cemetery burial plot(s) or lot.
2. It is unlawful for any person to throw or deposit in any part of the Cemetery the carcass of any dead animals, meat, fish, rubbish, refuse, filth, trash, garbage, building materials, or any like substance, or any object or substance that detracts from the beauty of said Cemetery.
3. Any person(s) convicted of the above actions will be responsible for payment of the cost and expenses involved to restore the property to its original state.

12-3-16 Animals In Cemetery

It shall be unlawful for any person to take any animal into the Cemetery or permit any animal owned or in the custody of such person to enter the Cemetery, except an animal kept in the confines of a vehicle will be allowed only if such animal is retained within the confines of said vehicle, while the vehicle remains in the Cemetery.

12-3-17 Erecting Of Fences, Or Copings, Or Planting Of Trees, Hedges, Etc., Prohibited

No person(s) shall erect a fence, coping, or corner post, or plant trees, flowers, shrubbery, hedge, or other boundary marker or obstruction upon any burial plot(s) or lot, nor grade the ground thereof. Any such obstructions in the Cemetery shall be removed under the direction of the Sexton. Nothing in this Section shall prohibit the planting and maintaining of trees, shrubs, flowers, bushes, fences and other installations by the Sexton in his official capacity.

12-3-18 Fees And Charges

The City Council shall establish fees and charges for the care, use, operation, and maintenance of the Cemetery from time to time by resolution.

Chapter 4 Shade Trees

- 12-4-1 City Forester
- 12-4-2 Planting Regulations
- 12-4-3 Removal Of Trees
- 12-4-4 Willful Injury To Trees
- 12-4-5 Shade Tree Districts

12-4-1 City Forester

There is hereby created the position of City Forester. The Parks Superintendent shall be the City Forester. The City Forester shall be responsible for administering the provisions of this Chapter and the policies and recommendations of the City Council. The City Forester shall have jurisdiction and supervision of all trees and plants planted or growing in public streets or places within the City to insure safety or to preserve the beauty of such public places. It shall be his duty to have trees and other plants in public streets and on public property planted, trimmed, sprayed, preserved, and removed.

12-4-2 Planting Regulations

The City Forester shall prepare Arboricultural Regulations containing a list of approved species of trees which may be planted on public streets within the City, a list of approved shrubs and ground covers, and standards for the planting of trees and shrubs upon public streets and property. Upon approval of such regulations by the City Council, no trees or shrubs other than the kinds designated, and in accordance with the regulations, shall be planted on any public street or public place unless written consent of the City Forester is obtained.

12-4-3 Removal Of Trees

The City, through its City Forester, shall condemn and remove or order the removal of any tree, tree stump, shrub, or plant upon any of the public streets or on public property within this City where the same is dead, diseased, or for any reason whatsoever is deemed undesirable by the City Council. The City, through its City Forester, shall have authority to condemn and remove, or order to be removed, any tree, tree stump, shrub, or plant upon private property when the City Council shall find such action necessary to the public safety or to prevent the spread of disease or insects, and shall have the authority, after exercising due diligence to notify abutting property owners, to remove or order the removal of any tree, shrub, or plant which has been planted upon any public street or on any public property in violation of this Chapter or any other Ordinance. The City Inspector and the City Forester shall have the authority to report any violations of this Chapter to the City Council for its action.

12-4-4 Willful Injury To Trees

No person shall willfully injure or destroy any tree on public streets, public parks, or other public property of the City by any means including, but not limited to, the following:

1. Constructing a concrete, asphalt, brick, or gravel sidewalk or otherwise filling up the ground area around any tree so as to shut off air or water from the roots, except under written authority from the City Forester.
2. Piling building material, equipment, or other substance around any tree so as to cause injury.
3. Pouring any injurious matter on or around any tree or on the ground around it or on any lawn or sidewalk.
4. Injuring any tree, tree stake, or guard with any vehicle or animal, or in any other manner causing injury to any tree or lawn or public property.

12-4-5 Shade Tree Districts

The City may by resolution of the City Council create shade tree districts in the City. Resolutions creating shade tree districts shall be adopted by the City Council and shall designate the boundaries of the shade tree district, the general purpose for which the district is created, and the services to be provided by the City with respect to trees within the district. Shade tree districts shall be managed under the supervision of the

City Forester, under the supervision of the City Council and in accordance with the resolution creating such district.

Nothing in this Section or any resolution adopted pursuant to the terms and provisions hereof shall relieve any property owner or occupant of property within any such district, adjacent property owner or occupant, or any other person or entity from any duty or responsibility under law, custom, or practice with respect to the care and maintenance of their property and adjacent City sidewalks and rights of way.

ORDINANCE NO. 17-2-1

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE REVISED ORDINANCES OF KAYSVILLE CITY PERTAINING TO PARKS AND RECREATION DEPARTMENT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Kaysville City finds to be necessary and desirable to amend certain provisions of Title 12, Chapter 1 pertaining to the Parks and Recreation Department.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE, CITY, UTAH, as follows:

SECTION ONE: AMENDMENT OF SECTION 12-1-3

Section 12-1-3 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"**12-1-3 Powers And Duties.** It shall be the duty of the Parks Superintendent to supervise the operation and maintenance of the City's parks, public grounds, and buildings and recreation programs and the City Cemetery in accordance with the provisions of the City ordinances and the rules and regulations adopted by the City. It shall be the duty of the Superintendent to keep suitable records of the parks, public grounds, buildings and Cemetery and make periodical inspection of the same. The Superintendent shall, upon request, report to the City Council the condition of the parks, public grounds, buildings, recreation and cemetery and shall furnish such information regarding the same as the City Manager may from time to time require. The Superintendent may also employ, subject to the approval of the City Manager, such help as shall be necessary to carry out the duties prescribed by the City ordinances and by the rules and regulations adopted by the City."

SECTION TWO: AMENDMENT OF SECTION 12-2-3

Section 12-2-3 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"**12-2-3 Hours of Use.** Kaysville City Parks and Kaysville City public property is authorized for use between the hours of 6:00 a.m. and 11:00 p.m. Use at other times without consent in writing from an appropriate Kaysville City official shall be unlawful and the presence of any unauthorized person in Kaysville City parks or upon Kaysville City public property at other times shall constitute trespassing and be punishable by law as such."

SECTION THREE: EFFECTIVE DATE

This Ordinance shall become effective immediately upon passage and adoption and publication as required by law.

PASSED AND ADOPTED this ____ day of _____, 2017.

KAYSVILLE CITY,
A Municipal Corporation

_____
Steve A. Hiatt
Mayor

ATTEST:

_____
Maria Devereux
City Recorder

Published a Summary one time only in the Davis County Clipper on _____, 2017.

ORDINANCE NO. 17-2-2

AN ORDINANCE AMENDING THE REVISED ORDINANCES OF KAYSVILLE CITY, TITLE 12, CHAPTER 3, PERTAINING TO THE CEMETERY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Kaysville City Council has determined that it is necessary and desirable to amend various provisions of Title 12, Chapter 3 of the Revised Ordinances of Kaysville City pertaining to the Cemetery.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE, CITY, UTAH, as follows:

SECTION ONE: AMENDMENT OF THE DEFINITION OF "MONUMENT" FOUND IN SECTION 12-3-1

The definition of "monument" as found in Section 12-3-1 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"Monument – The term "Monument" shall include a tombstone or headstone of granite, marble or metal substances which shall extend above the surface of the ground at least twelve inches (12") in height or higher, but not exceeding four and one half feet (4 ½') in height in plats A, B, C, D, and thirty six inches (36") in height in plats E, F, G, and H."

All other definitions contained in Section 12-3-1 shall remain as presently constituted.

SECTION TWO: AMENDMENT OF SECTION 12-3-4

Section 12-3-4 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"12-3-4 Duties of Cemetery Sexton

1. It shall be the duty of the Cemetery Sexton, or designee, to supervise, manage, operate, maintain and improve the Cemetery in accordance with the provisions of the City ordinances and the rules and regulations adopted by the City Council.
2. It shall be the duty of the Sexton to keep a true and correct plat of the Cemetery showing the location of all burial plots and such other information as the City Council may prescribe and keep or have kept such other records regarding the Cemetery as the City Council shall direct.
3. The Sexton shall direct the layout and digging of all graves required for burial therein, to direct all removals, changes and other authorized operations.

4. The Sexton shall take charge of all funeral corteges while in the environs of said Cemetery and regulate all traffic within the Cemetery as deemed necessary.

5. The Sexton shall approve all claims chargeable against the Cemetery and shall furnish such information regarding the Cemetery as the City Manager and City Council may from time to time require.

6. The Sexton may employ such help as shall be necessary to carry out the duties prescribed by the City ordinances and by the rules and regulations adopted by the City Council.

7. He shall have the authority to promulgate additional regulations, with the approval of the City Council, concerning the care, use, maintenance and government of the Cemetery not in conflict herewith, as shall, from time to time, prove necessary.

8. Any person or firm desiring to perform any work within the Cemetery must first secure the approval and written permission of the Sexton. All settings of vases, markers and monuments and all plantings of trees, shrubs and flowers must be approved by the Sexton before the work is commenced and all work shall be performed under his direction.

9. It shall be the duty of the Sexton to remove floral pieces or displays left on any grave as he deems necessary."

SECTION THREE: AMENDMENT OF SECTION 12-3-5

Section 12-3-5, subsection 7 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"7. The human remains must be delivered to the Cemetery at or before 2:30 p.m. (November 1 to April 30) and at or before 3:30 p.m. (May 1 to October 31) for interment if the grave is to be filled in with earth the same day."

All other provisions of Section 12-3-5 shall remain as presently constituted.

SECTION FOUR: AMENDMENT OF SECTION 12-3-11

Section 12-3-11, subparagraph 2 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"2. Grave markers shall either be flush with the ground or between twelve inches (12") and four and a half feet (4 ½') in height in plats A, B, C, and D."

Subsection 15.d is hereby amended to read as follows:

"15.d. All monuments and markers shall be inspected for compliance on the date the headstone is to be installed and a permit issued before installation is permitted in the Cemetery. The installer shall notify the City twenty-four hours prior to installation and schedule the time for inspection, payment of the fee and issuing the permit at 23 East Center Street, Kaysville. Permits will only be issued on Monday through Friday, except for holidays, between 8:30 a.m. and 2:30 p.m. If the headstone does not comply in any way, it will not be permitted and the City will not bear any cost to make it comply."

Subsection 15.f is enacted to read as follows:

"15.f Headstone setting is at the discretion of the Sexton or designee during inclement weather."

All other provisions of Section 12-3-11 shall remain as presently constituted.

SECTION FIVE: AMENDMENT OF SECTION 12-3-13

Section 12-3-13 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"12-3-13 Cemetery Hours. Cemetery hours shall be between 6:00 a.m. and 11:00 p.m. It shall be unlawful for any person to be in the cemetery without permission of an authorized representative of the city at any other times and presence of any unauthorized person during such other hours shall constitute a trespass and shall be punished according to law."

SECTION SIX: AMENDMENT OF SECTION 12-3-14

Section 12-3-14 of the Revised Ordinances of Kaysville City is hereby amended to read as follows:

"12-13-14 Traffic and Safety Regulations

1. It shall be unlawful for any person to drive at a speed greater than fifteen (15) miles per hour in the Cemetery.
2. It shall be unlawful to drive or park any vehicle over or across any lawn area or lot within the confines of the Cemetery.
3. Only vehicles and equipment that have been approved by the Sexton, or his representative, may traverse any lawn area.
4. Because Cemetery ground is devoted to interment and repose of the dead, strict observance of decorum due such a place shall be required of all persons.
5. It is of the utmost importance that there should be strict observance of proprieties in the Cemetery. Hence, all persons within the Cemetery should avoid conduct unbecoming a sacred place.

a. No loud, boisterous or turbulent noise of any kind which is deemed undesirable or interferes with the decorum of the Cemetery, or which is marked by intensity or volume of sound, will he permitted within the environs of the Cemetery.

b. No alcoholic beverages of any kind will be permitted within the environs of the Cemetery.

c. No idling or loafing on the grounds or in any of the buildings will be permitted within the environs of the Cemetery.

d. Peddling or soliciting the sale of any commodity within the Cemetery will not be permitted.

e. Placing of signs or notices of advertisements of any kind within the Cemetery will not be permitted.

f. Bringing firearms into the Cemetery except by a military escort accompanying a Veteran's funeral or attending memorial services will not be permitted within the environs of the Cemetery.

g. Electronic gaming that interferes with the sacred nature of Cemetery burials and those grieving will not be permitted."

SECTION SEVEN: EFFECTIVE DATE

This Ordinance shall become effective immediately upon passage and adoption and publication as required by law.

PASSED AND ADOPTED this ____ day of _____, 2017.

KAYSVILLE CITY,
A Municipal Corporation

_____
Steve A. Hiatt
Mayor

ATTEST:

_____
Maria Devereux
City Recorder

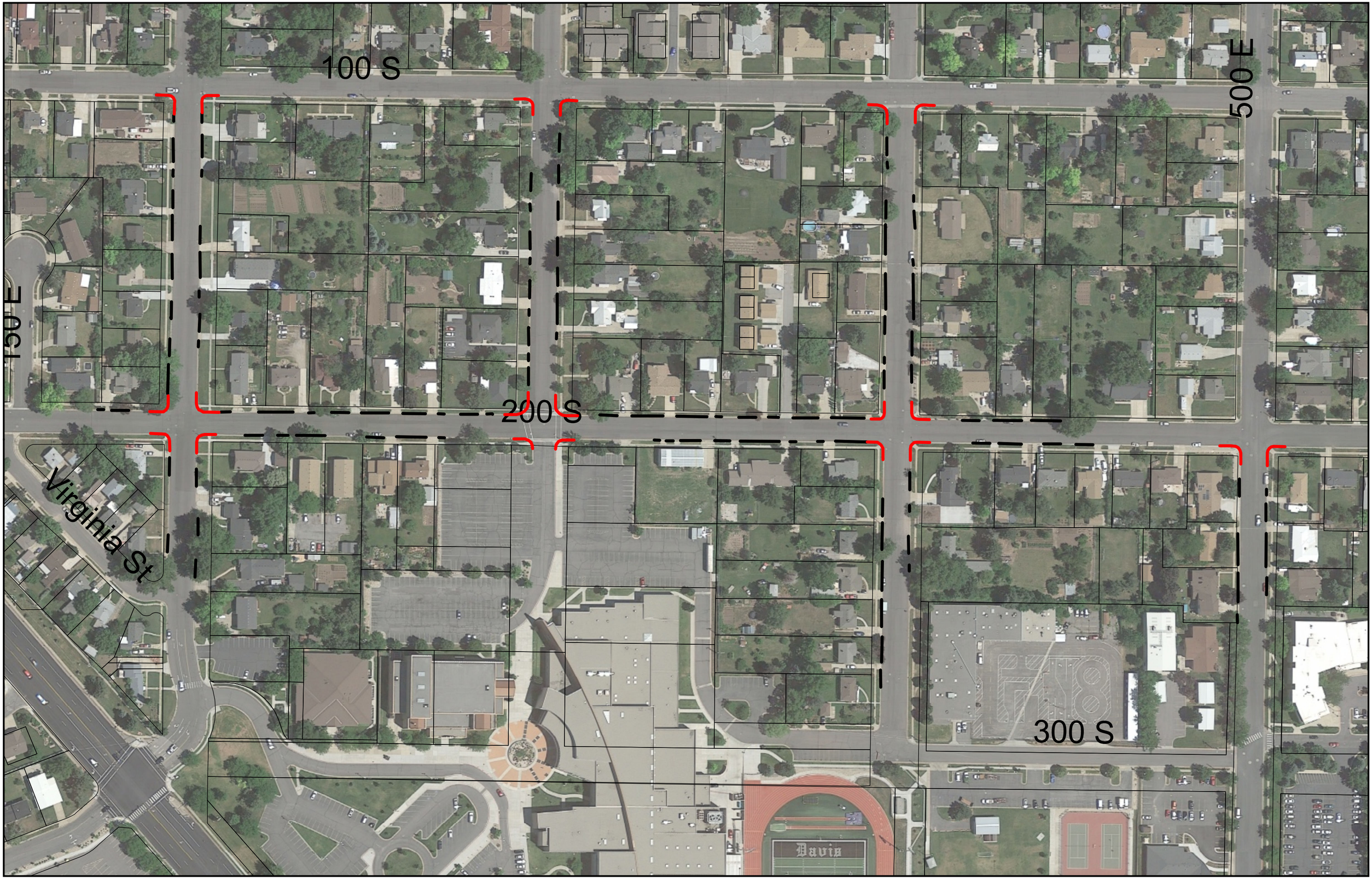
Published a Summary one time only in the Davis County Clipper on _____, 2017.

Davis High School Parking

	Qnty	Unit	Unit Cost	Total Cost
Signs	50	each	$200.00	$10,000
Paint	3500	ln.ft.	$0.30	$1,050
red paint	1500	ln.ft.	$0.30	$450
Permits	100	each	$3.00	$300
Permit Admin.	20	hrs	$80.00	$1,600
Enforcement (1)	180	hrs	$100.00	$18,000
			TOTAL	$31,400

Notes

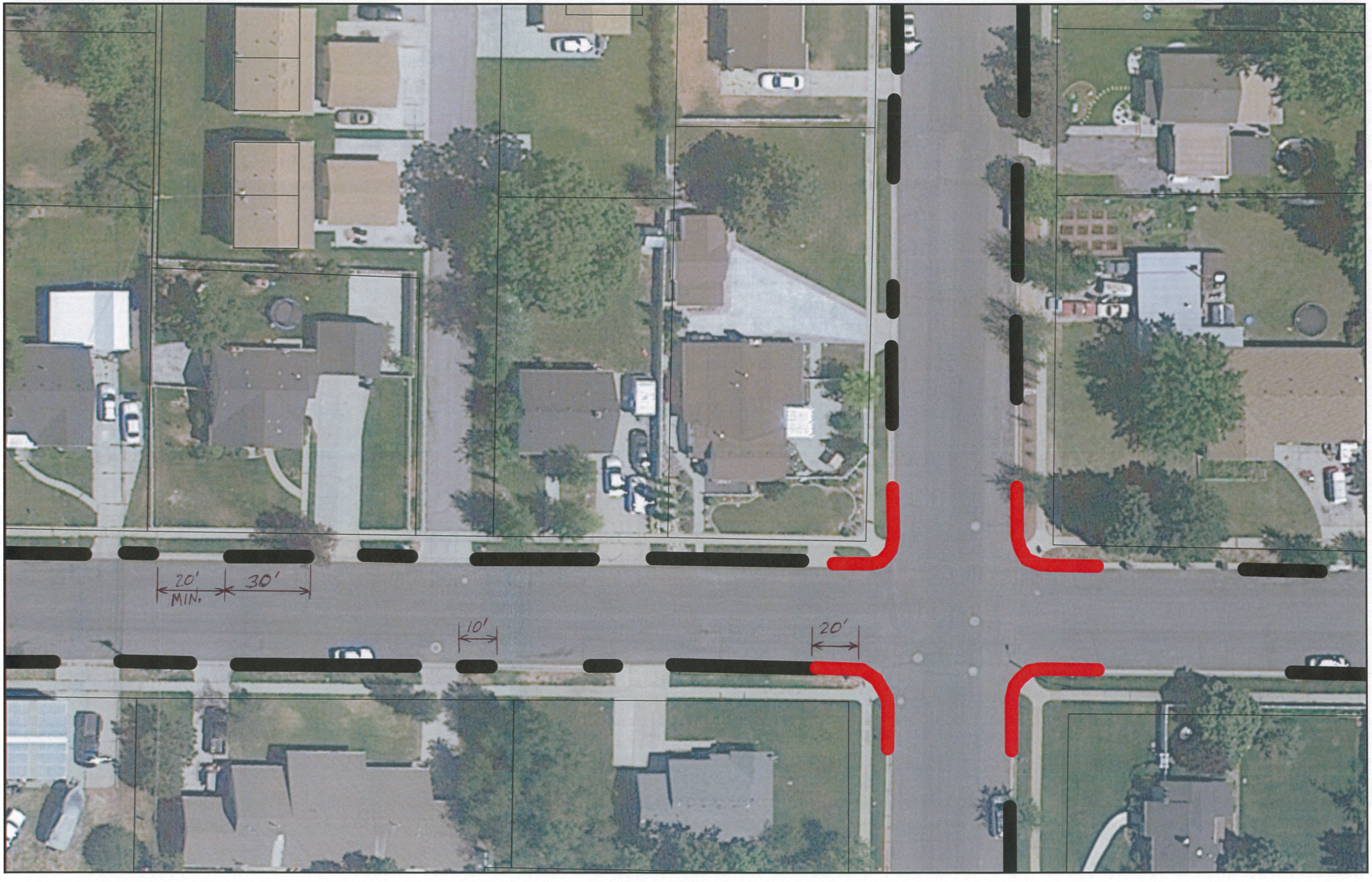
(1) Assume one hour per day for 180 school days


100 S
500 E
150 E
200 S
Virginia St
300 S
Davis

Davis High Parking

- Install signs indicating that parking in the painted areas by permit only
- Paint the curb as outlined
    - 10 feet on each side of every driveway and one 20 foot area for each lot
    - Spaces remaining more than 20 feet would be left as available to anyone
    - Spaces remaining less than 20 feet would also be painted
    - Paint no parking areas red (corners and fire hydrants)
- Permits only required from 9:00 AM to 2:00 PM on school days
- Issue two permits to each house hold in the area at no initial cost. Replacement permits $10
- Expand or adjust the areas based on future need
- Kaysville PD patrol and enforce as needed
- Creates about 80 resident spaces and 91 other spaces in the currently restricted area.

NO
PARKING
In Gold Areas
Without City Permit
9 to 2
School Days Only


20'
MIN.
30'
10'
20'

KAYSVILLE CITY COUNCIL

Meeting Minutes

February 2, 2017

Minutes of the Kaysville City Council meeting held Thursday, February 2, 2017 at 7:00 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 E Center St., Kaysville, UT 84037.

Present: Mayor Hiatt, Council Member Snell, Council Member Page, Council Member Adams, Council Member Lee and Council Member Garn.

Others present: City Manager Shayne Scott, City Engineer Andy Thompson, City Recorder Maria Devereux, Parks and Recreation Superintendent Cole Stephens, Police Chief Oberg, Logan Hammer, Lorene Kamalu, Luke Johnson, Sheyne Stanley, David Vance, Megan Goff, Scott Bredthauer (KFD), James Wade (KFD), Cameron McKinnon (KFD), Gavin Tuttle (KFD), Brent Law (KFD), Jim Dotson Jr. (KFD), Jay Bell (KFD), Mike Blackham (KFD), Christian Harrison (KFD), Kasey Adams (KFD), Thomas Burningham, Danny Knowlton, Brent Rose, Daxton Dunn, Riley Allen, Samuel Johnson, Jack Tanner, Aaron Shupe, Kyler Hansen, John McCleary, Dean Wal, Brett GArlick, Jeff Dunford, and Ron Zollinger.

Opening provided by Council Member Jake Garn.

CALL TO THE PUBLIC

Mayor Hiatt noted that Call to the Public is the time to address agenda items and asked the audience to limit comments to three minutes.

John McCleary complimented the City snow plow drivers and their efforts this winter season.

Luke Johnson noted that he has followed much rhetoric on Facebook. He asked that bickering amongst Council Members, stop.

Dean Wall stated that he hasn't heard anything back in regard to his neighbors account and requested a phone call and explanation. He also noted that he appreciates the Fire Department and Public Works for their good work within the City.

Brett Garlick explained that other businesses have been impacted with parking issues. He stated that residents knew about parking issues when they moved in the area close to Davis High School.

Jeff Dunford stated that he has read the staff report for Parking, he explained the City should allow diagonal parking spaces, and establish a park and ride lot for students.

Ron Zollinger thanked Andy Thompson, City Engineer, for including people in the neighborhood to derive a parking solution. He noted that most residents would rather have no parking during certain hours and that the primary concern is safety.

ADDING FULL TIME EMPLOYEES IN KAYSVILLE FIRE DEPARTMENT

Captain Jason Taylor thanked the City Council and Mayor for allowing them to present. He gave recommendations for staffing. He explained that the fire department is in need of full time employees as well as permanent part time positions in order to be a competent, safe department.

Video: Why Seconds Count – The video depicts the spread of fire within a home within minutes.

Captain Eckardt noted that fire can spread quickly. He noted that their purpose is to keep residents safe and stated the importance of a quick response. He noted that due to lack of manpower, many unsafe situations can occur.

Shayne Scott, City Manager reviewed the Market Comparison. He explained that the estimated fiscal impact is an annual cost of $93,896 per fire fighter if no substitution is made and an incremental cost of $42,342 if a substitution is made.

Council Member Snell noted that over the years they have progressed into needing a full time Fire Department, and noted that their presentation was important. He thanked the Fire Department for their efforts.

Captain Eckardt explained that until the full time positions can be added that part time shifts would help. He explained that crew cohesiveness would help with familiarity and subsequent safety.

Council Member Garn noted that if consultants are to be effective they need to know the Fire Dept. staff as well as the needs of Kaysville City.

Council Member Garn made a motion to direct staff to come back to the Council with amendments to permanent part-time shifts, one per shift and begin to formulate long term needs, including the new full time positions, with an implementation plan, second by Council Member Snell.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Nay
Council Member Adams, Nay
Council Member Garn, Yea
Council Member Lee, Nay

The motion fails three to two.

City Manager Shayne Scott noted that the recommendation for three permanent part-time employees and that approving the permanent part-time positions would enable the department to cover the station.

Council Member Garn noted that the sentiment is that the City needs to move toward staffing due to the City's growth. He suggested the Council move on this matter to assist in assuring the safety of our community.

PARKWOOD SUBDIVISION PHASE 1 ACCEPTANCE OF IMPROVEMENTS AT APPROXIMATELY 35 WEST SHEPHARD LANE

Andy Thompson, City Engineer, explained that the developer of this project has completed installing the required improvements and has requested that they be accepted. Andy noted that that when Staff report was sent, there was one section of curb that needed repair, that curb has now been repaired. Andy Thompson also explained that a required rock retaining wall adjacent to a neighboring property could not be installed until the weather gets better. Since this is considered a landscaping item it is allowed and recommended that the improvements be accepted with the standard ten percent bond and $40,000 bond to cover landscaping, which is to be completed before July 1, 2017.

Council Member Lee made a motion to accept the improvements at Parkwood Subdivision Phase one at approximately 35 West Shephard Lane with the standard 10% warranty and an extra $40,000 to assure that the landscaping including the rock wall, be completed before July 1, 2017, second by Council Member Page.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

FINAL PLAT APPROVAL FOR CLIFTON SUBDIVISION AT 42 NORTH ANGEL STREET – PAUL CLIFTON

Andy Thompson explained that in October of 2016 the City Council following the recommendation of the Planning Commission approved the preliminary plat and PRUD overlay zone for the Clifton Subdivision. The final plat remains as originally proposed during the preliminary plat review with a standard lot and 2 additional flag lots. The final plat demonstrates that each lot meets the minimum lot size requirement of the zone. The Planning Commission voted unanimously to forward a favorable recommendation to the City Council for approval of the Clifton Subdivision final plat. Andy Thompson noted that the plat meets the requirements of the Kaysville City Ordinance and is consistent with what has been previously approved during the preliminary plat review.

Council Member Lee made a motion to accept the Clifton Subdivision at 42 North Angel Street, second by Council Member Page.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

FINAL PLAT APPROVAL FOR MEADOW MANOR SUBIDIVISON AMENDED AT 1512 SOUTH DRIFTWOOD LANE – ROBERT WOOD

Andy Thompson explained that the owners of two adjacent lots in the Meadow Manor Subdivision would like to adjust their common property line. The newly configured lots both still comply with the zoning and make the properties work better for the owners.

To make this lot line adjustment, an amended plat of the two affected lots is required. He noted that this plat was given final approval in August of 2014 but was never recorded. Per 19-4-5 Final Plat Approvals (5) the original approval has expired as it was not recorded within one year. The proposal has not changed from what was originally approved and is now ready to be recorded. The Planning Commission voted unanimously to recommend approval of the final plat as proposed to the City Council as the amended lots comply with applicable requirements of the Kaysville City Ordinance.

Council Member Page made a motion to accept the Final Plat Approval for Meadow Manor Subdivision Amended at 1512 South driftwood, second by Council Member Garn.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

FINAL PLAT APPROVAL FOR LOT 9 KINGSVIEW ESTATES AMENDED AT 278 EAST SHEPARD LANE – WENDELL PEERY

Andy Thompson explained that Mr. Peery owns about 1.2 acres of property on Shepard Lane and he would like to subdivide the property into two lots including a flag lot. Both lots conform to the existing R-A zoning and PRUD overlay previously approved. He explained that this subdivision was given final plat approval in July of 2015 but has not yet been recorded. Per 19-4-5

Final Plat Approval (5) the approval of the final plat is good for one year. As this time frame has lapsed the plat is again before the City Council. No changes have been made to the plat since the original approval, it is now ready to be recorded.

Council Member Page made a motion to approve the Final Plat for Lot 9 Kingsview Estates Amended at 278 East Shepard Lane, second by Council Member Garn.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

PERMIT PROPOSAL FOR PARKING ON RESIDENTIAL STREETS AROUND DAVIS HIGH SCHOOL

Andy Thompson explained that Parking has been a much discussed topic in Kaysville the last few years – specifically the parking in and around Davis high School. Since discussing parking issues on September 1 at the regular City Council meeting, various groups have met and discussed the aspects surrounding this issue.

Andy Thompson explained that the proposal he was asked to analyze is to divide the area of concern into zones, restrict parking from 9:00 AM to 2:00 PM school days only in the zones and issue a limited number of permits in each zone. He suggested that permits be sold on an annual basis, first come first serve, until the zone is sold out, the suggested price of permit $20, to install signs indicating the restrictions and the zone designation, and Kaysville PD patrol and enforce as needed.

Council Member Lee noted that she appreciates all the time and effort put into the parking permitting plan. However, she doesn't feel that permitting is a solution. She noted that it would be easier to have the City paint curb in front of a resident's home. She explained that color coding would be beneficial and suggested it may provide flexibility to residents in the community.

Council Member Page noted that he doesn't feel that permit parking would work within the city. He explained that he likes Council Member Lee's suggestion of color coding. He noted that it is easy for the police to enforce.

Andy Thompson noted that he is not opposed to this. He noted that the concern would be snow covering the painted curb. He stated that that he will evaluate the City parking and create a new proposal.

Council Member Snell thanked Andy Thompson for his efforts, with statistics and planning. He noted that he is still of the opinion that this is a high-demand public resource in need of management in some fashion. He noted that he feels that no parking signs create structure. He explained that the City would benefit from promoting ride share, busses, etc.

Council Member Garn noted that the City should go with the easiest proposal to enforce.

Council Member Snell made a motion to table this item and direct staff to come back with another proposal at next meeting, second by Council Member Lee.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

ELECTION AGREEMENT WITH DAVIS COUNTY.

Maria Devereux, City Recorder, explained that the 2017 Election Agreement is included in Council packets for review. She explained that the County would run the election with a vote by mail concept with one polling location at Kaysville City Hall, as in years past. She explained that vote by mail was more costly due to a higher number of residents receiving ballots and voting.

Council Member Snell made a motion to accept the Election Agreement with Davis County, second by Council Member Lee.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

AMENDMENT #1 TO THE INTERLOCAL COOPERATION AGREEMENT FOR ANIMAL SERVICES

Mayor Hiatt explained that the amended Interlocal Agreement amends the obligation to the County for service calls for wild nuisance animal pick up and/or euthanization and payment for the 2017 calendar year.

Council Member Lee made a motion to accept Amendment No. 1 to the Interlocal Cooperation Agreement for Animal Services, second by Council Member Page.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

APPROVAL OF TWO JOB DESCRIPTIONS IN KAYSVILLE POLICE DEPARTMENT.

Chief Oberg explained that he appreciates the Council's time in modifying two job descriptions, one is essentially updating a position, to Assistant Police Chief. He explained that the other position changes the Records Management Dispatcher position to a Support Services Supervisor. He noted that this will incorporate many duties. He noted that this allowed them to update the job descriptions and doesn't create additional personnel.

Council Member Snell made a motion to approve two new job descriptions in the Police Department, second by Council Member Lee

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

APPOINTMENT OF MAYOR PRO TEMPORE - 2017

Mayor Hiatt explained that the Council needs to appoint a Mayor Pro-Tempore for 2017. He noted that typically, Mayor Pro-Tempore has been given by seniority. He recommended that Council Member Snell appointed.

Mayor Hiatt expressed his thanks to Council Member Lee for being Mayor Pro-Tempore for 2016.

Council Member Garn made a motion to recommend Council Member Snell as Mayor Pro-Tempore 2017, second by Council Member Page.

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Council Member Garn noted that Local Officials Day was a success and stated they had 3 youth City Council Members in attendance.

Council Member Lee noted that Tuesday, February 7, 2017 is the first Power Commission Meeting. She invited everyone to attend.

Mayor Hiatt noted that Officer Lacy Turner was recognized at the NAACP Luncheon last week. He praised her exemplary work.

Mayor Hiatt noted that rules of order are posted on City website. He noted that Cities need to adopt rules of order. He explained that he is willing to revisit this item if the Council is interested at a later time.

Council Member Adams noted that he has felt discriminated against. He stated that this matter of an admonishment has caused undue stress to his family. He asked to be able to read the letter from the previous meeting. He asked if the admonishment letter will continue to be on his record.

Mayor Hiatt noted that he did reach out to David Church and asked him for feedback in regard to how to handle this issue. He noted that he did not place the item on the agenda per the advice of Mr. Church. He noted that he will ask the City Recorder to put this letter on the website as a handout at the meeting. He noted that the letter should be released in its entirety instead of read in portions.

Maria Devereux, City Recorder, agreed to post it online immediately after the meeting.

Council Member Adams noted that he would like to further discuss the cost of work performed by David Church, Attorney, regarding this matter.

MINUTES

Mayor Hiatt asked for a motion to approve the Minutes of January 19, 2017.

Council Member Snell noted, that in regard to Jan 19th minutes, that he was not a part of Power Commission vote. Maria Devereux, City Recorder agreed to amend this.

Council Member Garn and Council Member Adams asked for correction of who distributed the Admonishment Letter to the Council and those in attendance. Maria Devereux agreed to amend this.

Council Member Snell made a motion to approve the Minutes for January 19, 2017 with the two noted changes, second by Council Member Lee

The vote on the motion was as follows:

Council Member Snell, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Lee, Yea

The motion passed unanimously.

CALENDAR ITEMS

The current calendar items are listed on the website.

ADJOURNMENT

Council Member Lee made a motion for adjournment at 9:57 p.m., second by Council Member Garn and passed unanimously.

City Calendar and Events, Community Events, Holidays in United States, Other Events Happening in Kaysville, Recreation Programs and Activities

Feb 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1 Softball and Baseball Registration	2 8am - Kaysville 7pm - City Council	3 7:30pm - Daddy	4 7:30pm - Daddy
5 Softball and Baseball Registration	6	7 11:30am - Business	8	9 7pm - Planning	10 7:30pm - "The	11 7:30pm - "The
12 Softball and Baseball Registration	13 7:30pm - "The	14 Valentine's Day	15	16 7pm - City Council 7:30pm - "The	17 7:30pm - "The	18 2pm - "The Wedding 7:30pm - "The
19 Softball and	20 City Offices Closed Presidents' Day 7:30pm - "The	21 11:30am - Business	22 6pm - Seed Starting	23 7pm - Planning 7:30pm - "The	24 7:30pm - "The	25 2pm - "The Wedding 7pm - Davis County 7:30pm - "The
26	27 6:30pm - Explore	28	1	2 8am - Kaysville 6pm - "Ask the 7pm - City Council	3	4

City Calendar and Events, Community Events, Holidays in United States,
Other Events Happening in Kaysville, Recreation Programs and Activities

Mar 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 6:30pm - Explore	28	1	2 8am - Kaysville 6pm - "Ask the 7pm - City Council	3	4
5	6	7 11:30am - Business	8	9 7pm - Planning	10	11 9am - Pruning
12 Daylight Saving	13	14	15	16 6pm - "Ask the 7pm - City Council	17	18 8:30am - CollegeCon
19	20	21 11:30am - Business	22	23 7pm - Planning	24	25
26	27 6:30pm - Explore	28	29	30	31 7:30pm - "The Music	1 10am - Four Season 2pm - "The Music 7:30pm - "The Music

City Calendar and Events, Community Events, Holidays in United States, Other Events Happening in Kaysville, Recreation Programs and Activities

Apr 2017 (Mountain Time)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27 6:30pm - Explore	28	29	30	31 7:30pm - "The Music	1 10am - Four Season 2pm - "The Music 7:30pm - "The Music
2	3 7:30pm - "The Music	4 11:30am - Business	5	6 6pm - "Ask the 7pm - City Council 7:30pm - "The Music	7 7:30pm - "The Music	8 2pm - "The Music 7:30pm - "The Music
9	10 7:30pm - "The Music	11	12 6pm - Drip Irrigation	13 Thomas Jefferson's 8am - Kaysville 7pm - Planning 7:30pm - "The Music	14 7:30pm - "The Music	15 2pm - "The Music 7:30pm - "The Music
16 Easter Sunday	17 7:30pm - "The Music	18 11:30am - Business	19	20 6pm - "Ask the 7pm - City Council 7:30pm - "The Music	21 7:30pm - "The Music	22 2pm - "The Music 7:30pm - "The Music
23	24 6:30am - City Spring 6:30pm - Explore	25	26	27 7pm - Planning	28	29 10am - Vegetable
30	1	2	3	4	5	6

MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a Special Work Meeting starting at 5:00 p.m. followed by a regular City Council Meeting on Thursday, February 16, 2017, starting at 7:00 p.m. in the Council Room of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT.

The agenda shall be as follows:

5:00 p.m. SPECIAL WORK MEETING

1. LTAP Report/Public Works Presentation.

7:00 p.m. CITY COUNCIL MEETING

1. Opening – Council Member Dave Adams.
2. Business Spotlight – Orange Theory.
3. Call to the Public.
4. Old Library Proposal Discussion – JRCA.
5. Department Report – Josh Belnap, Public Works.
6. Adoption of Ordinance 17-2-1 Amending Certain Provisions of the Revised Ordinances Pertaining to the Parks and Recreation Department – Cole Stephens.
7. Adoption of Ordinance 17-2-2 Amending the Revised Ordinances Pertaining to the Cemetery – Cole Stephens.
8. Parking Proposal around Davis High School.
9. Council Member Reports.
10. Minutes.
11. Calendar.
12. Adjournment.

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at City Hall and emailed copies to media representatives on February 10, 2017.

Maria Devereux

Maria T. Devereux
City Recorder