



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular City Council meeting on Thursday, March 15, 2018, starting at 6:30 p.m. in the Council Room of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT.

SESQUICENTENNIAL CELEBRATION KICKOFF EVENT – 5:00 p.m.

ELECTED OFFICIALS TRAINING – 6:30 p.m.

1. Errors and Omissions Training for Elected Officials – Darrell Child, Olympus Insurance. (30 Minutes)

CITY COUNCIL MEETING - 7:00pm

The agenda shall be as follows:

1. Opening – Mayor Katie Witt
2. Recognitions and Presentations
 - a. Miss Kaysville/Fruit Heights Presentation – Breann Christopherson
 - b. National Service Recognition Day Proclamation – John Cowan.
 - c. Kaysville Police Department Annual Report – Chief Oberg.
3. Declaration of any Conflicts of Interest.
4. Consent Items
 - a. Soccer Jersey Purchase from State Contract.
 - b. Award of Bid for Roueche Ponds Project.
 - c. Approval of the National Service Recognition Day Proclamation
5. Action Items
 - a. Final Plat approval for the Cityside Townhomes Subdivision at 265 North 200 West - JPL Construction.
 - b. Resolution of Intent to Consider a Boundary Line Adjustment with Farmington City. (Resolution 18-3-01)
6. Work Items:
 - a. An Ordinance Creating a New Process for Lot Consolidations and Lot Line Adjustments. (Ordinance 18-3-1)
 - b. An Ordinance Modifying the Process for Subdivision Review and Required Subdivision Improvements. (Ordinance 18-3-2)
 - c. Road Fee Discussion - General Fund Overview (20 Minutes)
 - d. Road Fee Discussion – Public Works Planning (20 Minutes)
 - e. Road Fee Discussion (20 Minutes)
7. Call to the Public.
8. Council Member Reports.
9. 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 Recorder at (801) 497-7008.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at City Hall, the City website and have emailed copies to media representatives on March 13, 2018.

Maria T. Devereux
Maria T. Devereux, City Recorder



OLYMPUS
INSURANCE

Avoiding Public Officials Errors & Omissions Claims

B. DARRELL CHILD
EXECUTIVE VICE PRESIDENT

KAYSVILLE CITY
MARCH 15, 2018

Historic Responsibility

Approve budget

Set overall policy and direction

Approve ordinances – including land use

Oversight and Administration



Current Responsibilities

Setting rules governing city council and other meetings

Exercising all of the powers of cities that the law does not delegate to others

Legislating for the city

Directing enforcement of city ordinances

Appointing administrative personnel

Transacting city business



Current Responsibilities

Managing and overseeing financial operations
Appointing members of boards
Conducting the city's intergovernmental affairs
Protecting the welfare of the city and its inhabitants
Providing community leadership
Overseeing emergency management plans
Other specific powers unique to each government



High Standard of Accountability

Elected officials today are held to a high standard of accountability.

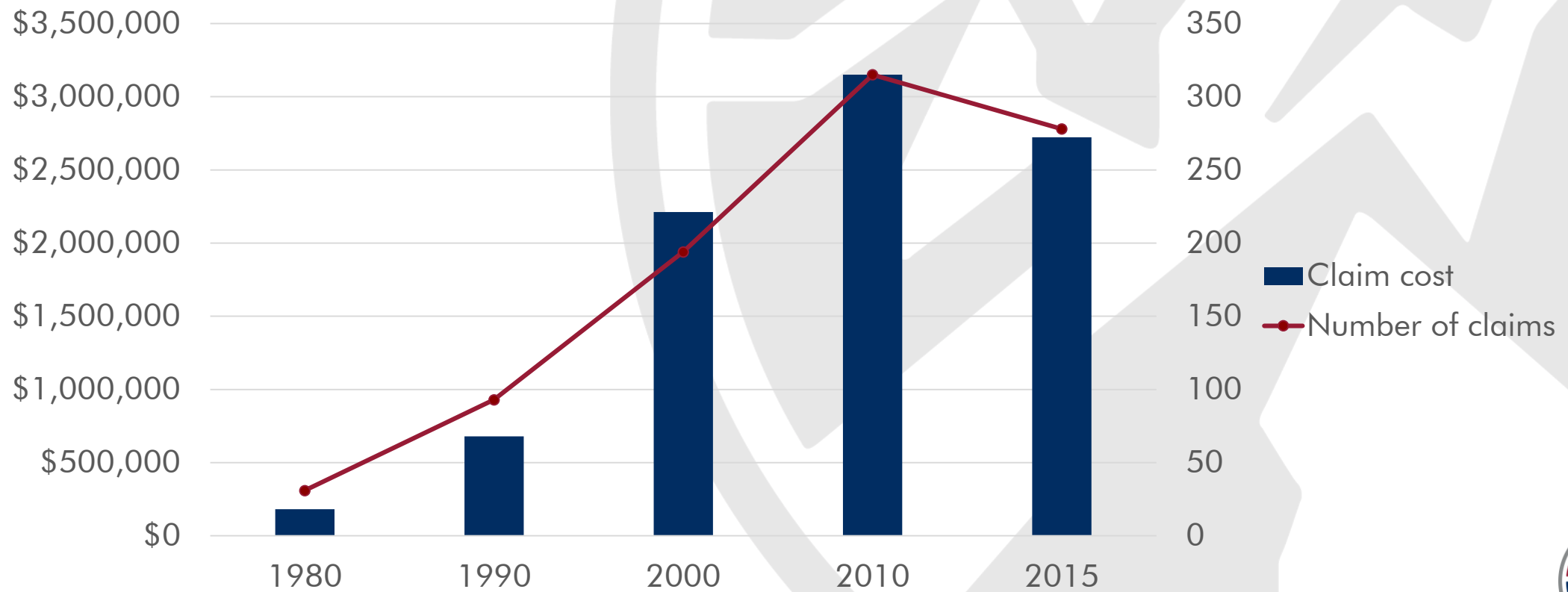
Actions are more transparent, with less subjective latitude.

Cannon of laws and procedures has also grown.

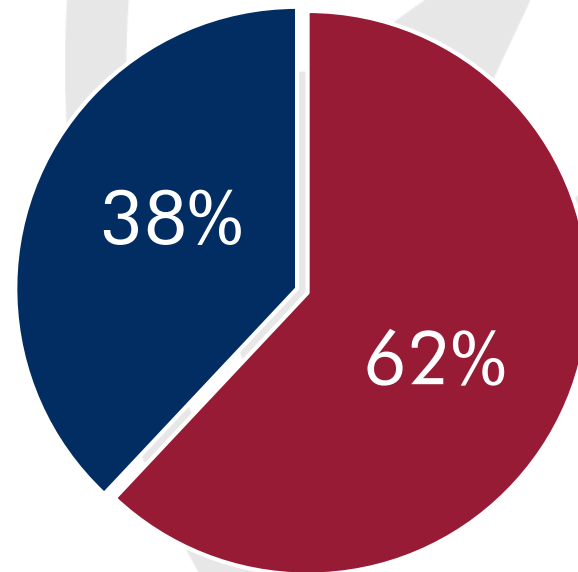
- Employment
- Open meetings
- Access to documents and records
- Evolving statutory responsibilities



Public Officials Liability Claim Trends



Claims Cost Distribution



■ Legal defense ■ Settlement



Public Officials are Protected

Insurance planning includes specific insurance provisions to protect the actions of elected officials.

Most policies respond to claims involving allegations of 'acts, errors or omissions' made by the elected officials, appointed officials or administrative staff. They may also include:

- Failure to perform prescribed duty
- Misstatement
- Violation of antitrust
- Negligent ministerial acts



Public Officials are Protected

Personal Injury includes coverage for:

Oral or written publication, including publication by electronic means, of materials that slanders or libels a person or organization or disparages a persons or organizations goods, products or services...including appropriating a persons name or likeness or *unreasonably placing a person in a false light.*



Public Officials (Management) Liability Coverage Program

Public Officials insurance includes both the direct cost of defense, and potential cost of settlement or judgement.

- Defense costs represent approximately 2/3 of most public official claims.
- Fortunately claims are very low frequency, but very high severity.
- Many claims exceed \$1 million.
- Claims have an average duration of 8.5 years.
- 35% of claims require multiple defense, to avoid conflicts of interest.



Most Common Claims

Failure to follow a prescribed duty.

Undisclosed conflicts of interest.

Overreaching organization authority.

Overreaching individual authority.

Violation of protected rights.

Defamation (libel or slander).



Failure to Follow a Prescribed Duty

Organizations set duties, and responsibilities in clearly defined procedures. Legal liability may arise if procedures are not followed or if individuals are not trained to the specific procedures.

Legal liability may also arise if a service is performed unofficially, that is relied upon and may result in damages if not performed in the future.



Conflicts of Interest

When an official does not disclosure outside interest prior to decisions being made, a claim may arise if the conflict later results in damages to another.

A conflict of interest is a situation in which a person(s) has multiple interests, financial or otherwise, which could possibly corrupt the motivation or decision making of the individual or the organization.



Overreaching Organization Authority

Claims can arise when a City Council or appointed board makes a decision which clearly exceeds their legal authority, or exceeds their capacity to deliver the promises made.

Discussion on the dynamics of the Tooele Associates, LP v. Tooele City case which ultimately resulted in a judgment against the city in excess of \$22 million.



Overreaching Individual Authority

Officers make promises or agreements to others, which exceed their individual authority.

An elected or appointed official may become involved in negotiations for sale or acquisition of land, but they do not have authority to commit the organization without approval from the governing body (council or board).



Violation of Protected Rights

Elected officials may set local ordinances or codes that could be in conflict with protected rights of individual or federal mandates, such as the Fair Housing Act.

- Kirby Vacuum v. Kaysville City (2006)
- Hancock et al v. Duchesne County (2011)
- Alamar Ranch LLC v. Boise County, Idaho (2011)



Claims of Personal Injury: Libel and Slander

Libel is a written or published defamatory statement.

Slander is defamation that is spoken.

Defamation is a false statement presented as fact that causes injury or damages the reputation of another.



Claims of Personal Injury: Libel or Slander By the Public Against Public Officials

Actual Malice standard, *New York Times v. Sullivan*

Prohibits a public official from recovering damages for a defamatory falsehood relating to official conduct, unless it can be proven that the defendant acted with actual malice or intent to do harm, including spite or ill will.



Public Officials Model Standard of Conduct

In a world where many leaders have been involved with inappropriate conduct, it is vital that public officials set a standard of conduct that is beyond reproach.



Public Officials Model Standard of Conduct

A standard of integrity in all transactions, clarity and transparency, and civil discourse.

An example of respect to the public and in the workplace, and to those that are under our charge.



Respect in the Workplace and Community

What is discrimination?

Generally, it occurs when an employee, public official, job applicant or member of the public is treated unfairly or treats others unfairly, because of their race, gender, nationality, religion, age, disability, or familial status.



Respect in the Workplace and Community

What is harassment?

Unwelcome verbal or physical conduct or a sexual nature which has the effect of creating an intimidating, hostile or offensive work environment.



Respect in the Workplace and Community

VERBAL

Denigration

Jokes

Proselytizing

Stereotypes

Threats

NONVERBAL

Hazing

Sabotage

Segregation

Touching

Visual displays

Who Can Commit Harassment?



Case Study

Ex-Mayor Sentenced in Harassment Case

LOS ANGELES — Bob Filner, the former mayor of San Diego, was sentenced on Monday to three months of house arrest and three years of probation for harassing women during his abbreviated term.

In office for less than nine months, Mr. Filner, 71, was accused of sexually harassing more than a dozen women.

He resigned as mayor in August, amid growing public pressure and mounting legal problems. In October, he pleaded guilty to multiple charges of false imprisonment and battery stemming from accusations by three women who said they were groped or kissed at fund-raisers and public events.





Questions?



OLYMPUS

I N S U R A N C E

Excellence.

Innovation.

Stability.



PROCLAMATION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's cities are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 3, 2018.

THEREFORE, BE IT RESOLVED that I, Katie Witt, Mayor of Kaysville, do hereby proclaim April 3, 2018, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

_____, Mayor

A large, faint, light-gray police badge is centered in the background. It is a shield-shaped badge with a yellow five-pointed star in the center. The star has a circular seal in its center, which contains the text "KAYSVILLE POLICE DEPARTMENT", "THE GREAT SEAL OF THE STATE OF UTAH", "1847", and "1895". The shield has a decorative border.

KAYSVILLE

POLICE DEPARTMENT

ANNUAL REPORT

2017

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CHIEF OF POLICE
SOL OBERG



ASSISTANT CHIEF
ASSISTANT CHIEF



LIEUTENANT
KENTON PIES



LIEUTENANT
PAUL THOMPSON

SUPPORT SERVICES



SUPPORT SERVICES
SUPERVISOR
JESSICA BUSK



RECORDS/DISPATCH
EVIDENCE CUSTODIAN
SAMANTHA SMITH



CROSSING
GUARDS
(20)



VICTIM ADVOCATE
JENNIFER WINCHESTER

INVESTIGATIONS
DIVISION



DETECTIVE SERGEANT
SHAWN MCKINNON



DETECTIVE
MIKE MOON



SRO DAVIS HIGH
RYAN WILKO



DETECTIVE
BRANDON WOOLF



SRO MOUNTAIN HIGH
CADE BRADSHAW



DETECTIVE
MICHAEL CRIDDLE



D.A.R.E. OFFICER
JUSTIN STANFORD



METRO NARCOTICS
AGENT

PATROL DIVISION



PATROL SERGEANT
JEREMY OWENS



PATROL SERGEANT
PRESTON BENOIT



PATROL OFFICER
JEFF RANDALL



PATROL OFFICER
SWAT TEAM
JOSH STEADMAN



PATROL OFFICER
SRO KAYSVILLE JR.
LACY TURNER



PATROL OFFICER
DEVAN RICH



PATROL OFFICER
ALEXIS LINTON



PATROL OFFICER
COLTON BARTLESON



PATROL OFFICER
DARON HESLOP



P.O.P. OFFICER/TRAFFIC
SRO CENTENNIAL JR.
SWAT TEAM
MIKE MARTINEZ



K-9 OFFICER
MATT THURGOOD



PATROL OFFICER
SRO FAIRFIELD JR.
JORDAN NICHOLAS



PATROL OFFICER
JOSH DANIELSON



PATROL OFFICER
CRYSTAL ISAACSON

KAYSVILLE POLICE DEPARTMENT 2017 ORGANIZATIONAL CHART

MISSION STATEMENT

The mission “*to protect and serve*” states the essential purpose of the Kaysville Police Department.

The Department *protects* the right of all persons within its jurisdiction to be free of criminal attack, to be secure in their possessions, and to live in peace.

The Department *serves* the people of Kaysville in a professional manner; and it is to these people that the police department is ultimately responsible.

KAYSVILLE POLICE DEPARTMENT
ANNUAL REPORT 2017

ACTIVITY SUMMARY

	2016	2017	% CHANGE
Total Police Service Calls	8,405	9,665	15.0%
<i>Average Daily Police Service Calls</i>	23.0	26.5	15.2%
Cases	2,686	2,834	5.5%
<i>Average Daily Cases</i>	7.4	7.8	5.4%
Average Emergency Response Times	8:16	7:53	-4.6%
Arrests	354	382	7.9%

Part I Index Crimes (Crime Index)*	286	318	11.2%
Homicide	0	0	0.0%
Forcible Rape	6	5	-16.7%
Robbery	4	3	-25.0%
Aggravated Assault	6	5	-16.7%
Burglary	52	66	26.9%
Larceny-Theft	210	213	1.4%
Motor Vehicle Theft	7	26	271.4%
Arson	1	0	-100.0%
Crime Index Per 1,000 Population	9.39	10.18	8.4%

*Part I crimes (or violent crimes) compile the "crime index" used by the FBI to track our nation's crime rate. If multiple Part I offenses are committed in the same criminal episode, only the most serious offense is reported, which may result in a variance in the number of total offenses reported below.

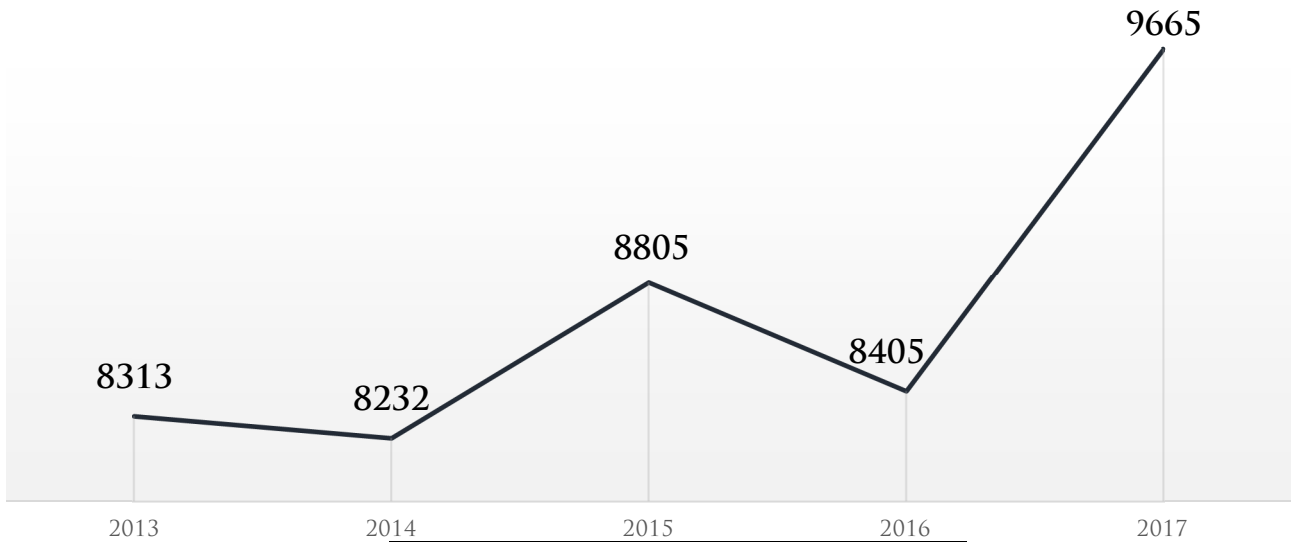
Crimes Against Persons	187	211	12.8%
Sex Offense	50	36	-28.0%
Assault	53	62	17.0%
Domestic Violence	27	38	40.7%
Child Abuse / Neglect	57	70	22.8%
Property Crimes	487	374	-23.2%
Vehicle Burglary	84	91	8.3%
Theft	145	121	-16.6%
Fraud / Forgery / Financial Crimes	60	55	-9.1%
Vandalism	130	107	-17.7%

DUI Arrests	24	20	-16.7%
Drug Offenses	79	109	38.0%
K-9 Deployments	44	37	-15.9%
SWAT Call Outs	13	8	-38.5%

Traffic Stops	3,549	4,224	19.0%
Traffic Citations	2,821	2,833	0.4%
Traffic Accidents	489	390	-20.2%
Traffic Fatalities	0	0	0.0%

POLICE SERVICE CALLS

The following graph shows the total number of calls for service received each year.



TOP 10 CALLS FOR SERVICE

Suspicious Circumstance	1,200
Extra Patrol	673
Medical Assist	641
Citizen Assist	633
Alarm	488
Traffic Accident	485
Traffic Offense	393
Vehicle Keys	347
Community-Oriented Policing	325
Juvenile Problem	311

POLICE SERVICE CALLS TIME ANALYSIS

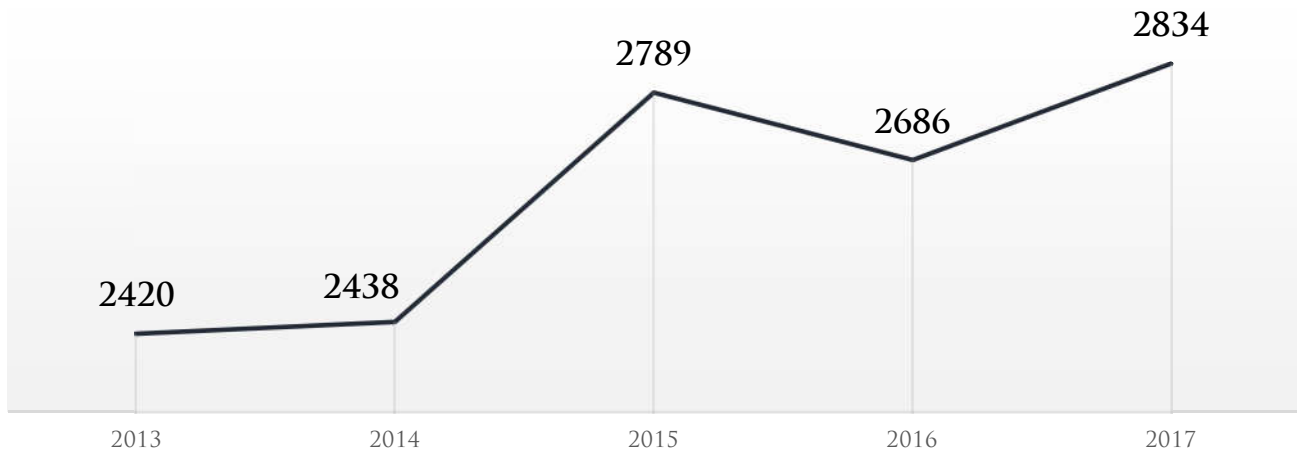
The following table shows the number of calls for service and the specific time and day they were received.

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
0000-0259	101	120	119	123	137	163	147	910
0300-0559	54	62	57	65	64	65	57	424
0600-0859	126	134	123	137	108	82	43	753
0900-1159	214	349	225	329	284	146	111	1658
1200-1459	234	293	280	255	266	162	141	1631
1500-1759	313	309	361	362	329	159	122	1955
1800-2059	173	200	200	196	204	150	114	1237
2100-2359	150	153	119	187	177	192	119	1097
Total by Day	1365	1620	1484	1654	1569	1119	854	9665

CASES

KAYSVILLE POLICE DEPARTMENT
ANNUAL REPORT 2017

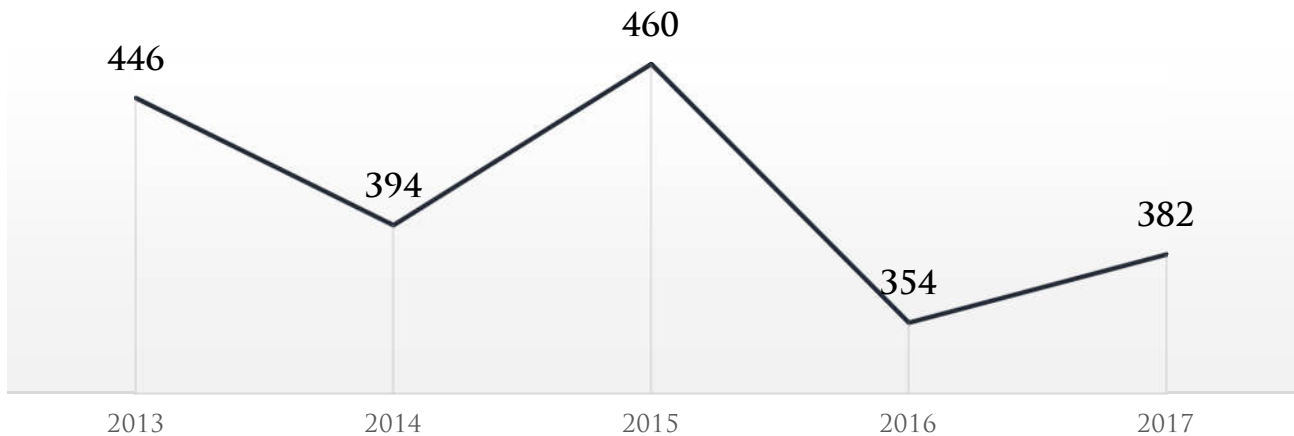
Cases are created from police service calls that require documentation by the responding officer.



TOP 10 CASES	
Traffic Accident	385
Suspicious Circumstance	293
Welfare Check	164
Theft	135
Agency Assist	132
Traffic Offense	123
Juvenile Problem	114
Lost or Found Property	105
Citizen Assist	102
Domestic	100

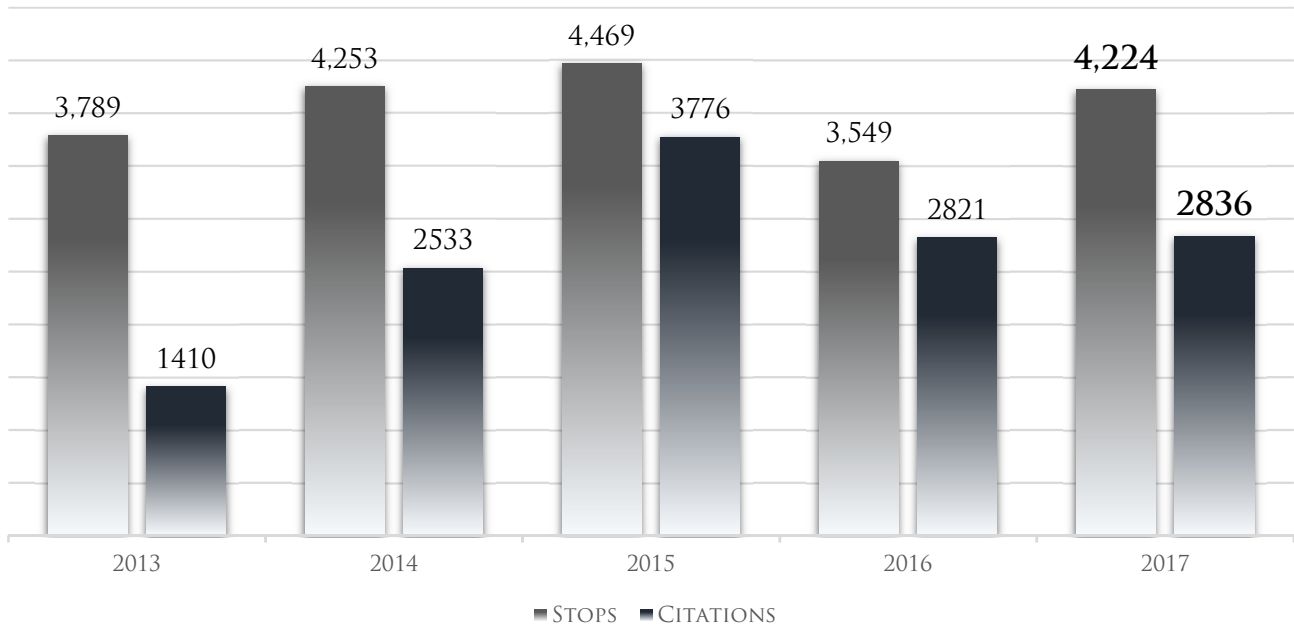
ARRESTS

An arrest consists of when criminal charges are filed on an individual; regardless if the individual was cited and released, served with a summons to appear in court, or physically arrested and booked into jail.



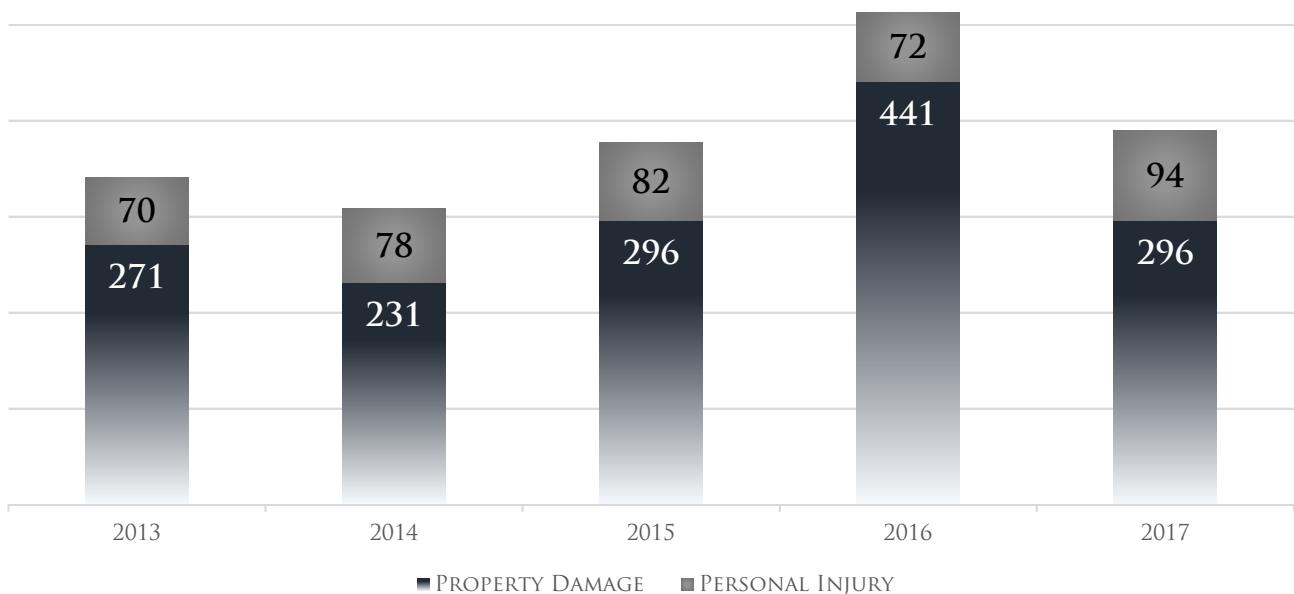
TRAFFIC STATISTICS

Traffic Stops and Citations



ACCIDENTS

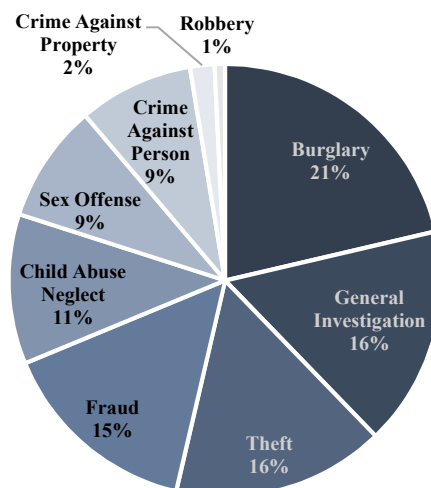
Traffic accidents are categorized as either property damage only or with personal injury to someone involved in the accident. The following statistics show the number of traffic accidents, categorized by accident type.



INVESTIGATIONS DIVISION

In 2017, the Investigations Division investigated 377 total cases. Below is a comparison between the number and types of cases that were investigated in 2016 and 2017. The pie chart shows the percentage of types of cases investigated.

CASE TYPE	2016	2017
Burglary	82	101
General Investigation	42	28
Theft	61	54
Fraud/Forgery	58	49
Child Abuse Neglect Report (CANR)	43	77
Sex Offense	34	34
Crime Against Person	33	13
Crime Against Property	7	3
Death Investigation	21	15
Robbery	3	3
Total	384	377



Registered Sex Offenders

Registered sex offenders are required to register and provide information required by statute to the Department of Corrections or registering entity every six months. Offenders who are not under the supervision of AP&P must register with the Police Department or Sheriff's Office that has jurisdiction over the area where the offender resides.

The following is a breakdown of the different types of sex offender registrations in Kaysville City:

- 15 **Active** (*offenders who still have a legal obligation to register with the State of Utah*)
- 4 **Inactive – Other** (*offenders whose conviction is not registerable or reduced to a non-registerable offense*)
- 2 **Inactive – Out of Area** (*offenders who have listed a secondary or temporary address in Kaysville City but do not primarily reside in the city*)
- 4 **Inactive – Registration Expired** (*offenders who have been terminated from the registry*)
- 1 **Incarcerated** (*offenders who are incarcerated*)
- 1 **Pending** (*new offenders awaiting verification*)

In 2017, there were a total of 27 registered sex offenders residing in Kaysville City and detectives tracked 13* sex offenders with active registrations. Kaysville detectives conducted 24 sex offender registration compliance checks and had 100% compliance from all offenders in the city.

*2 of the 15 active offenders were under the supervision of Adult Probation & Parole.

PHARMACEUTICAL DISPOSAL PROGRAM

The Kaysville Police Department provides a disposal bin for the public to safely and confidentially dispose of their unwanted or expired medication. In the year 2017, the Kaysville Police Department destroyed 766.42 pounds of prescription drugs that were received in the pharmaceutical disposal bin.

	2015	2016	2017
Medications received for disposal	550.20 lbs	590.64 lbs	766.42 lbs

GRANT FUNDING

In 2017, the Kaysville Police Department received the following grant funding to pay for services and programs to benefit Kaysville City:

State Asset Forfeiture Grant

- \$1,500
- State of Utah; one time funding
- 40mm less lethal launcher

Justice Assistance Grant (JAG)

- \$4,500
- State of Utah; one time funding
- Fitness equipment

Accident Reduction

- \$8,042
- Highway Safety; one time funding
- Radar trailer with traffic monitoring software

Alcohol Drug Free Community Grant

- \$10,000
- State of Utah; one time funding
- Body cameras for officers

Alcohol Enforcement Funding

- \$26,900
- State of Utah; one time funding
- Overtime DUI enforcement shifts

Beer Tax Funding

- \$40,000
- State of Utah; one time funding
- In-car cameras for patrol vehicles

Victim Advocate Services

- \$128,138
- Federal; 2-year grant cycle
- Victim advocate

NOTABLE EVENTS

NAACP First Responder Award



On January 16, 2017, Officer Lacy Turner was presented with the NAACP First Responder Award at the 33rd annual Martin Luther King Banquet. The award recognizes recipients to “celebrate the men and women who serve our communities every day.”

Officer Turner was also represented on ABC4’s Behind the Badge, a segment that shines a well-deserved light on law enforcement officers, showing how and why they choose to protect and serve.



How a Utah Officer Serves Her City and Serves as a Role Model

KAYSVILLE, UTAH (ABC4 UTAH) Officer Lacy Miller-Turner was recently recognized with a first responder award. She's been D.A.R.E. officer. She works...

WWW.GOOD4UTAH.COM

Goldenwest Credit Union Robbery

On February 11, 2017, there was a robbery at the Goldenwest Credit Union, located at 131 West 200 North. Kaysville officers and detectives investigated the incident, which resulted in the suspect being federally indicted for this case and several other robberies that occurred in Davis County.



*Surveillance footage from
Goldenwest Credit Union*

Beyond the Badge



In February 2017, Officer Justin Stanford was nominated for KSL's Beyond the Badge award for the great connections he has made with the community and our schools through teaching the D.A.R.E. program. The award recognizes the good work that Utah's public safety officers do every day to make each of our lives better. Officers are nominated by their respective police chiefs, sheriffs and supervisors, and the general public.



Utah Peace Officers Association Officer of the Year Award



In March 2017, Officer Lacy Turner was awarded Officer of the Year by the Utah Peace Officers Association. The award is given by the Utah Peace Officers Association for outstanding service to citizens of the state of Utah.

Special Olympics Torch Run



On May 24, 2017, officers from the Kaysville Police Department proudly participated in the 2017 Davis County Law Enforcement Torch Run for Special Olympics.

The Torch Run was started in 1981 by Wichita, Kansas Police Chief Richard LaMunyon to involve local law enforcement personnel in the community and to support Special Olympics.

Officers carry the “Flame of Hope” down the streets of their communities in support of Special Olympics athletes. The Law Enforcement Torch Run raises awareness for individuals with intellectual disabilities, inviting the community to join them in accepting and including people with intellectual disabilities in all aspects of their lives.



Lt. Thompson, Sgt. Owens, and Chief Oberg



Chasing the Dragon



On June 21, 2017, the Kaysville Police Department hosted a substance abuse awareness community event, which included a free screening of *Chasing the Dragon: The Life of an Opiate Addict*, a powerful documentary produced by the FBI and DEA aimed at educating students, young adults, and families about the dangers of addiction. The event was well attended and offered valuable information to citizens on the substance abuse.

The screening of the documentary was followed by an expert panel of Q&A with:

- Agent Scott Byington, *Davis Metro Narcotics Strike Force*
Pharmaceutical Investigator
- Aaron Clark, *U.S. Attorneys Office*
An Assistant U.S. Attorney for over 11 years, spending the last 7 years prosecuting federal narcotics crime in both Utah and San Diego, CA.
- Dr. Michael Webb
A physician for 28 years who has practiced in Davis and Weber counties since 1998, treating a number of patients for complications of narcotic overdose and addiction.
- Dr. Todd Soutor, *Davis Behavioral Health*
Davis Behavioral Health offers specialized programs for substance abuse and addiction.

Narcan

In 2017, all Kaysville officers were supplied with and trained on the use of NARCAN, the first FDA-approved nasal form of naloxone for the emergency treatment of a known or suspected opioid overdose. NARCAN counteracts the life-threatening effects of opioid overdose. Kaysville officers administered NARCAN on six different incidents throughout the year.



#copslovelemonadestands

During the summer of 2017, Kaysville police officers were busy with the second year of #copslovelemonadestands, a social media campaign that has become a big hit with the community. The police department received daily requests for officers to stop by various lemonade stands throughout the city. The officers enjoyed supporting young entrepreneurs and building positive relationships with the children in our community.



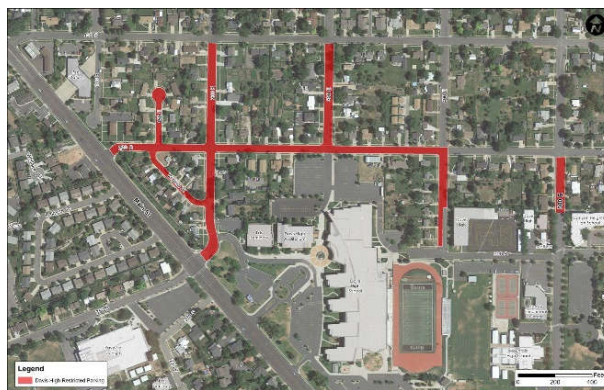
Larry H. Miller Tour of Utah

On August 4, 2017, the Kaysville Police Department assisted with traffic control for Stage 5 of the Larry H. Miller Tour of Utah, one of the top professional cycling events in North America. The race started in Layton and officers helped by shutting down traffic along Highway 89 into Farmington.



Davis High School Restricted Parking

In August 2017, the city implemented new parking restrictions for the areas surrounding Davis High School where any vehicle parked on the road of restricted areas between 7 AM and 3 PM would be subject to citations if they didn't have the proper parking pass visibly displayed. Kaysville City also transitioned into having parking citations as a civil violation rather than going through the Justice Court process.



Map of Davis High School restricted parking areas

Victim Services Program



The Kaysville Police Department was approved for grant funding by Utah Crime for a victim advocate position. In August 2017, the police department hired Jennifer Winchester as our victim advocate. Jennifer has gone to numerous trainings hosted by the State of Utah to prepare herself and the police department for this new role.

The Victim Services program provides emotional support and crises intervention to victims of all types of crime. Jennifer acts as a liaison for victims with law enforcement, prosecution, and other agencies by attending law enforcement interviews, forensic medical examinations, and court hearings with or on behalf of the victim.

After a crime is committed, a needs assessment is completed with the victim and referrals for counseling, shelter, and legal assistance are provided based on the victim's needs. Other services are provided through the Victim Service program, including assisting victims in obtaining protective orders; filing crime victim reparation forms, victim impact statements, employer/landlord intervention; and additional services as needed.

Vehicle Burglaries

In 2017, over 90 vehicle burglaries were reported to the Kaysville Police Department. Since vehicle burglaries are often a crime of opportunity, we constantly urge citizens to take the steps to protect themselves and their property by making sure no valuables are left inside their vehicles, lock their vehicles, and make sure garage doors are closed at night.



Video surveillance from a Kaysville resident

In September 2017, Kaysville officers received a call for a vehicle burglary in progress and apprehended the suspect, who was responsible for a large number of vehicle burglaries that had occurred in the city.

The Kaysville Police Department awarded the complainant in that case, David Nielson, with a Citizen Service Award for his help in the apprehension of the burglary suspect.

No Shave Fundraiser

The Kaysville Police Department participated in the No Shave November charity event, allowing officers who made a \$20 donation to grow facial hair for the months of October and November. The amount raised from the fundraiser was \$560, which was donated to the Utah Law Enforcement Memorial.



Hometown Hero

In October 2017, Officer Justin Stanford was chosen as our “Hometown Hero” by the Hometown Values Magazine. They recognize those who have gone above and beyond to improve the world around them. See their actual recognition of Officer Stanford below.



DARE officer extraordinaire!

All around the community hardworking people are helping make our community better in many different ways. They are our neighbors, friends, family, and co-workers. As a way to say thank you to these amazing people, we have created the Hometown Hero Award. Each month you the community will nominate someone who has gone above and beyond. This month's Hometown Hero Award goes to Officer Justin Stanford!

Officer Justin Stanford is the school DARE Officer for the City of Kaysville. He is not however, just the DARE Officer to us, he is so much more! He is a terrific example to the students, and also a friend to everyone! He is extremely organized, caring, supportive, kind and compassionate. He works to build trust with his students, and he demonstrates this by his thoughtful actions. He is always cheerful, happy and smiling, and eager to begin teaching the students.

Officer Stanford works not only as a DARE officer, but he still has to maintain his regular duties as a police officer. Among some of his many job responsibilities as a policeman and DARE Officer, he is also a devoted husband and father. He volunteers as a youth minister for his church, performs in musicals that raise money for charity, is studying theology to become a youth minister, and he is a member of the National Guard. It would seem that he is too busy for any extra-curricular activities, but that doesn't prevent him from going above and beyond.

The most amazing thing that he does, despite his busy schedule, is that he makes it a priority to support his DARE students by attending their personal events that they participate in outside of school. He has been to a variety of sporting games, various competitions, dance events, plays, and many other activities all on his own free time. He spends his lunch playing with the kids on the playground to gain their trust, and build a rapport with them. His connection with the kids is outstanding, and it has helped to strengthen the DARE program, while building trust in the Police force. This bond makes it easier for the students to approach him when problems arise. As a teacher, I have seen the harmful effects of drug, alcohol and tobacco abuse by some of the parents of my students.

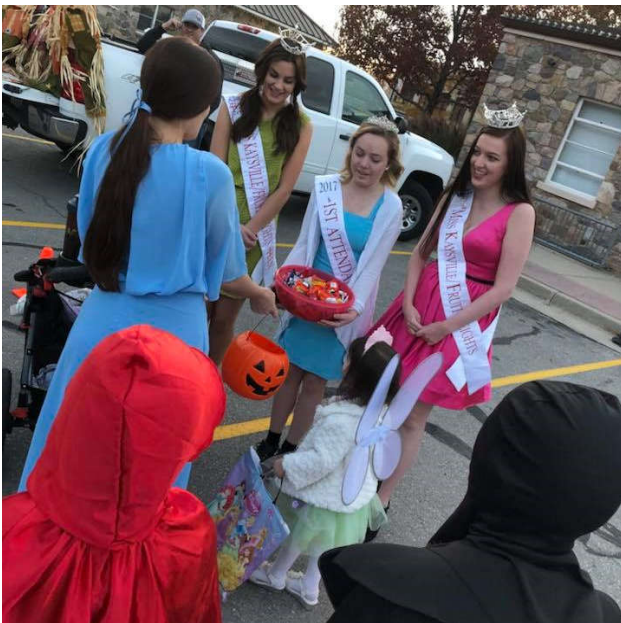
This could have gone very badly for these impressionable youngsters, who watched firsthand the bad example that was set for them by their own parents. I have seen these same students learn how to overcome the trials associated with drugs and alcohol abuse. The DARE program has been very instrumental in teaching coping and prevention skills, but the DARE program doesn't work unless it has a great teacher. Officer Stanford is this great teacher! His demeanor, kindness, teaching abilities and compassion allow him to function in this capacity as the perfect DARE instructor for the youth. The students get to know Officer Stanford personally, and therefore they all know that he is always there for them, and he is available and willing to listen to them non-judgmentally with an open mind and respect.

Officer Stanford is a credit to the Kaysville Police force, and he is an asset to the DARE program. He deserves to be recognized as a hero for all of his efforts in strengthening and supporting the youth of Kaysville. Next year he is being deployed to the Middle East, and it will be very hard for the DARE program to find someone to fill his shoes. He is our Hometown hero!

Trunk or Treat

Kaysville Police Department
**TRUNK
ORTREAT**
October 30, 2017 6 PM - 8 PM

On October 30, 2017, the Kaysville Police Department hosted its first Halloween Trunk or Treat. Parks & Recreation, Public Works, Power, and the City Administration departments all participated in this fun community event. We had an extremely great turnout and hope to continue the event annually each year.



Miss Kaysville Fruit Heights Power Puff Girls



Officer Isaacson and a young recruit

Southern Police Institute Administrative Officers Course



On November 9, 2017, Assistant Chief Seth Ellington graduated from the Southern Police Institute's Administrative Officers Course in Louisville, Kentucky. The Southern Police Institute is part of the Department of Criminal Justice at the University of Louisville. It is an advanced educational and training institute whose mission is to enhance the professional development of law enforcement practitioners.

The course is a 12 week in-residence, accredited college-level educational leadership development program. Assistant Chief Ellington was the first police officer from Utah to graduate from this intensive leadership course. Assistant Chief Ellington represented the police department admirably and was well regarded by his peers and professors.

Safewise Report 2017



Kaysville City was ranked the safest city in Utah by the 2017 SafeWise Report. The results were identified using the most recent FBI Crime Report statistics and population data, narrowed down based on the number of reported violent crimes and property crimes in each city, and also calculating the likelihood of these crimes occurring out of 1,000 people in each city.

Kaysville City was previously ranked the second safest city in Utah by the 2015 SafeWise Report.

DEPARTMENT AWARDS

Each year during National Police Week, the Kaysville Police Department hosts an annual awards banquet to celebrate the year's achievements and future perspectives. In 2017, the following awards were given to officers, whose actions were a great credit to themselves and the Kaysville Police Department.

Unit Citation

The Kaysville Police Department recognized Lieutenant Pies, Lieutenant Thompson, Sergeant Ellington, Sergeant Benoit, Detective Owens, Detective Moon, Detective Woolf, Officer Heslop, Officer Anthony Thompson, Officer Randall, Officer Martinez, Officer Matt Thurgood, Officer Nicholas, Officer Cade Bradshaw, and Officer Turner for their actions taken on February 1, 2016. These officers responded to and investigated an armed car-jacking in Kaysville City.

The suspects robbed the driver of her vehicle at knife-point and fled the city. As they fled, the stolen vehicle was disabled in Centerville, while one suspect was apprehended. The suspects were arrested and criminally prosecuted for their crimes. The actions of these officers were critical in the dynamic moments of the event as well as the subsequent investigation.

Lifesaving Award



The Kaysville Police Department recognized Officer Lacy Turner for the lifesaving actions she took on March 4, 2016. While on routine patrol, Officer Turner was dispatched to a medical emergency. Upon her arrival, she located a person who was not breathing and did not have a pulse.

She performed lifesaving CPR measures and was able to revive the subject, who was consequently transported to the hospital. Officer Turner's quick thinking and decisive actions saved the life of this person.

Unit Citation

The Kaysville Police Department recognized Lieutenant Paul Thompson, Sergeant Ellington, Sergeant Benoit, Officer Nicholas, and Officer Turner for their actions taken on March 31, 2016. These officers responded initially to a house fire, later determined to be an arson. Upon their arrival, officers breached the fully-engulfed home and yard in an attempt to locate living persons. They heard gunshots and upon searching for the origin of the shots, located the arson suspect with a self-inflicted gunshot wound.

Officers summoned medical and facilitated fire department actions while containing the scene to protect the public. Though the suspect died, all other members of the community remained safe. The actions of these officers in the dynamic moments of the event were crucial to the preservation of public safety and security.

DEPARTMENT AWARDS

Meritorious Service



The Kaysville Police Department recognized Officer Matthew Thurgood for his actions on October 23, 2016. While on routine patrol, Officer Thurgood initiated a traffic stop on a vehicle and conducted an investigation into the occupants. After developing probable cause and searching the vehicle, he located an amount of illegal narcotics, burglary tools, and 11 catalytic converters.

A subsequent investigation revealed that the catalytic converters had been stolen from vehicles in the area and ultimately resulted in the successful closure of multiple theft cases. Officer Thurgood's initiative and decisive actions increased the public's safety and security.

Lifesaving Award



The Kaysville Police Department recognized Officer Josh Danielson for the lifesaving actions he took on November 29, 2016. While on routine patrol, Officer Danielson was dispatched to a medical emergency. Upon his arrival, he located a person who was not breathing and did not have a pulse.

He performed lifesaving CPR measures and was able to revive the subject, who was subsequently transported to a hospital. Officer Danielson's quick thinking and decisive actions saved the life of this person.

Distinguished Service



The Kaysville Police Department recognized Officer Lacy Turner for her community-policing initiatives. While assigned as a Problem-Oriented Policing officer, Lacy Turner implemented several community policing initiatives that built trust between the Kaysville Police Department and our community.

Her programs and actions particularly relating to the city's youth was recognized by the Governor's Office, Kaysville City Council, the NAACP, schools, community groups, and media outlets. The media coverage of these events promoted a positive, professional image of the Kaysville Police Department to tens of thousands of community members.

**Quote for
Kaysville City Parks & Recreation
Youth Soccer Program**



Quote prepared for:
Kris Willey-High, Recreation Director
85 N. 100 East Street
Kaysville, UT 84037
(801) 544-1788
kwilley@kaysvillecity.com

Quote prepared by:
Vanessa Martinez, Bid Specialist
726 E Anaheim St.
Wilmington, CA 90744
(800) 626-7774 ext. 1133
vmartinez@scoresports.com

Date: 3/8/2018
Acct#: 497241
Contract #: AV2294

Style/ Item	Description	Size	Qty	Price	Extended Price
Youth Jerseys w/logo and numbers		Youth	1845	\$7.00	\$12,915.00
SCORE Costa Rica No. 235 or		Adult	639	\$7.00	\$4,473.00
SCORE Belize No. 221					

Available in 25 colors for #235 and 21 colors in #221. 24 Colors in #295 and 22 Colors in #270. Price includes 3.5" 2-color W/B logo applied on the left chest of the jersey (L-01109) and and 8" 2-color W/B Back Number



Costa Rica #235



Belize #211



France #295



Germany #270



**3.5" 2-color W/B
Logo #L-01109**



**8" 2-color W/B
Number placed on
BACK of Jersey**

Youth and Adult Shorts	Available in 12 colors	Y	1845	\$5.95	\$10,977.75
SCORE Sydney No. 117A	Shine® body, elastic drawcord waistband, and classic fit style	A	639	\$5.95	\$3,802.05



SOCKS
SCORE Solid Socks No. #800

Classic Tube Sock Available in 22 colors	2484	\$2.00	\$4,968.00
Knit-in elastic to keep sock in place			
Extra padded footbed for extra support			



**Quote for
Kaysville City Parks & Recreation
Youth Soccer Program**



Style/ Item	Description	Size	Qty	Price	Extended Price
Coach Bag with Logo SCORE Coach Bag No. #8640	Available in Black Only 220 The perfect bag for every coach & referee Large U-shaped dual zipper main compartment Dual vented damp item side pockets Dual small team pockets with organizer Extra long front pocket for holding referee flags Includes:		220	\$9.95	\$2,189.00



Style/ Item	Description	Size	Qty	Price	Extended Price
Size 3-5 Soccer Balls SCORE Galaxy Ball No. #1460	Available in 4 Sizes - (5, 4, 3, & Mini) The Galaxt soccer ball is designed for training & rec play. Super soft machine stitched PU cover Multi-ply fabric & EVA foam foam linings for softness & durability. Premium reinforced butyle bladded for maximum air retention. One year quality	3	118	\$7.95	\$938.10
		4	71	\$7.95	\$564.45
		5	31	\$7.95	\$246.45



Subtotal:	\$41,073.80
Sales Tax:	EXEMPT
Estimated UPS Ground Shipping (See Notes):	Included
Estimated Total:	\$41,073.80

Misc. Notes:

- All add-on orders will be at the same price.
- **Shipping is included on Main Order only.** All Add on orders, shipping will be charged on weight and speed of delivery.
- Production time for uniform orders of 150+ is approximately **7-10 business days** from receipt of order.
- Production time for equipment orders (if in stock) is approximately **1-3 business days** from receipt of order.
- Delivery time will be approximately **2-3 business days** by way of UPS Ground. Expedited shipping is available at an additional cost.
- *Other terms and conditions may apply. Please see catalog for details.*

Please contact your local Regional Sales Manager, Mike Bennett at (801) 631-8118 or at Mbennett@scoresports.com or you can contact your Inside Sales Representative, Kathie Arzate at (800) 626-7774 ext. 1149 or at karzate@scoresports.com with any questions.

STAFF REPORT



COUNCIL MEETING DATE: March 15, 2018

ITEM NO.:

TYPE OF ITEM: Consent

PRESENTED BY: Andy Thompson, City Engineer

SUBJECT/AGENDA TITLE: Award of Bid for Roche Ponds Piping Project

EXECUTIVE SUMMARY:

Last August, the City Council approved an agreement with several property owners adjacent to the ponds south of Roueche Lane (the contract documents used an alternate spelling). The agreement outlined the responsibilities of the City and the property owners regarding the upgrading and maintenance of the ponds. Among other things, the City agreed to install certain improvements. The first phase of this work has been designed and bid, with the low bidder being Ormond Construction with a bid of \$41,295.

The engineers estimate was \$46,250.

Council Options:

- 1) Award the bid to Ormond Construction.
- 2) Award the bid to another qualified bidder
- 3) Not award the bid

Recommended Options:

Staff recommends that the bid for the Roche Ponds Piping Project be awarded to Ormond Construction in the amount of \$41,295. Under the City's procurement policy a bid should be awarded to the lowest qualified bidder. Ormond Construction has shown that they are qualified to meet the requirements of this project.

Fiscal Impact & Fund Source for Recommended Action:

This project will be paid for from available Storm Drain funds.

Attachments:

- 1) Location Map
- 2) Bid tabulation
- 3) Agreement
- 4) Minutes from the August 17, 2017 City Council Meeting

KAYSVILLE CITY CORPORATION
Roche Ponds Piping Projects
J-U-B Project No. 55-15-095
3/1/18

				Engineer Estimate		Ormond Construction		CT Davis		England Construction	
Bid Item	Description	Unit	Bid Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 5,394.50	\$ 5,394.50	\$ 6,830.00	\$ 6,830.00	\$ 11,000.00	\$ 11,000.00
2	Furnish and Install 8'x3' Box Culvert w/ Weir Wall	LF	40	\$ 700.00	\$ 28,000.00	\$ 718.75	\$ 28,750.00	\$ 693.50	\$ 27,740.00	\$ 690.00	\$ 27,600.00
3	Furnish and Install 24" RCP Type III	LF	50	\$ 85.00	\$ 4,250.00	\$ 63.41	\$ 3,170.50	\$ 97.65	\$ 4,882.50	\$ 98.00	\$ 4,900.00
4	Remove Existing Concrete and Foot Bridge	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 1,900.00	\$ 1,900.00	\$ 1,120.00	\$ 1,120.00	\$ 1,500.00	\$ 1,500.00
5	Import Granular Pipe Bedding Material	TON	20	\$ 20.00	\$ 400.00	\$ 25.00	\$ 500.00	\$ 57.00	\$ 1,140.00	\$ 44.00	\$ 880.00
6	Import Backfill Material	TON	80	\$ 20.00	\$ 1,600.00	\$ 19.75	\$ 1,580.00	\$ 38.00	\$ 3,040.00	\$ 38.00	\$ 3,040.00
				Total	\$ 46,250.00	Total	\$ 41,295.00	Total	\$ 44,752.50	Total	\$ 48,920.00

				Allied Underground		Mecham Brothers	
Bid Item	Description	Unit	Bid Quantity	Unit Price	Amount	Unit Price	Amount
1	Mobilization	LS	1	\$ 7,875.00	\$ 7,875.00	\$ 5,000.00	\$ 5,000.00
2	Furnish and Install 8'x3' Box Culvert w/ Weir Wall	LF	40	\$ 781.08	\$ 31,243.20	\$ 1,125.00	\$ 45,000.00
3	Furnish and Install 24" RCP Type III	LF	50	\$ 203.04	\$ 10,152.00	\$ 175.00	\$ 8,750.00
4	Remove Existing Concrete and Foot Bridge	LS	1	\$ 1,850.00	\$ 1,850.00	\$ 4,000.00	\$ 4,000.00
5	Import Granular Pipe Bedding Material	TON	20	\$ 22.86	\$ 457.20	\$ 30.00	\$ 600.00
6	Import Backfill Material	TON	80	\$ 17.65	\$ 1,412.00	\$ 23.00	\$ 1,840.00
				Total	\$ 52,989.40	Total	\$ 65,190.00

City Council August 17, 2017

ROUCHE LANE PONDS AGREEMENT

Shayne Scott, City Manager, stated that for several years City staff has been working with private ponds owners regarding work around the Roueche Lane ponds. This item is addressing an agreement to allow City storm water into these privately owned ponds. The City has completed some work in and around these ponds to mitigate flooding concerns. He explained that in order to continue to complete needed work in the area, it is important to staff that we have an agreement that allows the City to use these ponds for storm water runoff while also outlining what the City's responsibilities are as well as what the resident's responsibilities are moving forward over the next few years.

Mr. Terry, resident, explained that he appreciates the discussion between neighbors, Council and City staff. He noted that the City is growing and is happy with the agreement. He noted that if the agreement is the first step in fixing the issues.

Scott Hirschi, resident, stated that he appreciates the Council and staff trying to help with this issue. He explained that the agreement is satisfactory but would like it to be more detailed.

Council Member Page made a motion to approve the Rouche Lane Ponds Agreement, second by Council Member Garn.

Council Member Page asked for clarification, he asked about the history of the ponds. Shayne Scott, City Manager, noted that the agreement will be not be valid unless the parties involved agree.

The vote on the motion was as follows:

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

The motion passed three to zero.

AGREEMENT FOR USE OF STORM WATER PONDS

This Agreement is made and entered into as of the ____ day of April, 2017 by and between Kaysville City, a municipal corporation, (hereinafter “Kaysville”) and Ron Stephens and Luann R. Stephens, Trustees of the Ron and Luann Stephens Family Trust dated May 17, 2000, (hereinafter “Owner”), and together sometimes referred to herein as the “Parties” or singularly as a “Party,” as follows:

RECITALS

1. As a municipal corporation, Kaysville operates and maintains a storm water runoff system.
2. There are certain ponds located at approximately 1000-1200 South just west of Angel Street within Kaysville City as shown as on Exhibit “A”, attached hereto and by reference made a part hereof.
3. Ownership of the property upon which the ponds are located is in the name of several different owners, including the Owner referred to herein. Owner’s property is located in Kaysville City, Davis County, State of Utah and is hereinafter described in Exhibit “B” which is a part hereof.
4. The Owner and the other owners use the ponds to carry water for watering livestock, irrigation, draining and for recreational purposes all for the use and benefit of the respective properties.
5. Kaysville discharges some storm water into and through the ponds.
6. Kaysville and the Owner agree that both Parties have a shared responsibility regarding certain aspects concerning maintenance of the ponds.

7. Kaysville is not interested in use of the ponds for detention purposes and prefers to have a constant stream flowing through the ponds. In this regard, Kaysville acknowledges the desire of the Owner to maintain a steady water level within the ponds to facilitate continued use of the ponds by Owner for recreational and other uses now enjoyed by Owner.

8. Kaysville and Owner desire to enter into this Agreement for the purpose of allowing the Parties to continue to use the ponds by the Owner for recreational and other purposes and for the continued use of the ponds by Kaysville as part of its storm drain system.

9. The Parties desire to define their mutual responsibilities and duties with respect to the said continued use of the ponds by the Parties.

NOW, THEREFORE, for and in consideration of the mutual promises, covenants and conditions as hereinafter set forth and other good and valuable consideration the Parties hereby enter into an agreement as follows:

AGREEMENT

Section One: INCORPORATION OF RECITALS

All of the above and foregoing and Recitals are incorporated into and made a part of this Agreement.

Section Two: RESPONSIBILITIES OF KAYSVILLE

The responsibilities of Kaysville under the terms and provisions of this Agreement shall be as follows:

A. Put out to bid the following 5 items in 2017 for presentation for acceptance to the Kaysville City Council, items to be further discussed between Parties and scope clarified before bids accepted.

- i. Culvert or pipe system between ponds two and three to level pond water between these two ponds.

- ii. Pond bypass on south side of pond 3.
- iii. Dredge pond one.
- iv. Dredge south end of pond two and all of pond three.
- v. Install a debris filtering system on Smith Lane at the location marked on Exhibit "C."

B. City will complete some projects in 2017 and all projects listed above should be completed by City before 2022.

C. Maintain the debris filtering system adjacent to facilities that feed into the ponds which shall remain accessible for maintenance by Kaysville personnel and equipment.

D. If the City runs another pipe to the system conveying storm water the parties will address that accordingly and separately.

Section Three: RESPONSIBILITIES OF OWNER

The responsibilities of Owner under the terms and provisions of this Agreement shall be as follows:

A. Maintain all other aspects of the ponds including, but not limited to, flooding, sediment control, water management and any and all future improvements not agreed to in this Agreement or any additional amendment to this Agreement.

B. Allow Kaysville to continue to utilize Owner's property to transport storm water runoff through the ponds.

C. Owner hereby waives and releases Kaysville from any and all liability in connection with recreational use of the ponds or any actions taken by Kaysville in connection with the use of the ponds as part of Kaysville storm water system. Neither Party shall be responsible for damages caused by an Act of God or *force majeure*.

Section Four: **EFFECTIVE DATE**

This Agreement shall be effective immediately upon execution of the same and shall continue and remain in full force and effect in perpetuity.

Section Five: **MISCELLANEOUS**

A. This Agreement shall be construed and governed by the laws of the State of Utah.

B. In the event of breach or default hereunder, the prevailing Party shall be entitled to recover from the other Party all costs and attorney's fees reasonably incurred in enforcing the terms of this Agreement.

C. Kaysville and Owner agree that nothing herein creates a joint venture, partnership or any other legal relationship between Owner and any other pond owners.

Section Six: **ENTIRE AGREEMENT**

This Agreement sets forth the entire agreement and understanding by and between the Parties and oral representations made prior to execution of this Agreement or after execution shall not be binding or enforceable unless reduced to writing and made a part of this Agreement by amendment.

Section Seven: **BINDING UPON SUCCESSORS**

This Agreement shall run with the land and be binding upon the heirs, successors, administrators and assigns of the respective Parties.

IN WITNESS WHEREOF, the parties have executed this Agreement with an effective date as of the day and year first above written.

KAYSVILLE CITY:

By: _____
STEVE A. HIATT, Mayor

ATTEST:

By: _____
MARIA DEVEREUX, City Recorder

OWNER

By: _____
RON STEPHENS, Trustee

By: _____
LUANN R. STEPHENS, Trustee

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

On the ____ day of April, 2017, personally appeared before me STEVE A. HIATT, and MARIA DEVEREUX, who being by me duly sworn did say each that he, the said STEVE A. HIATT, is the Mayor of Kaysville City, Davis County, State of Utah and that she, the said MARIA DEVEREUX, is the City Recorder of Kaysville City, and that the within and foregoing instrument was signed on behalf of the said Kaysville City by authority of the City Council of Kaysville City and said STEVE A. HIATT, and MARIA DEVEREUX, each duly acknowledged to me that the said Kaysville City executed the same and that the seal affixed is the seal of the said Kaysville City.

(SEAL)

NOTARY PUBLIC
Residing at:
My Commission Expires:

STATE OF UTAH)
 : ss.
COUNTY OF DAVIS)

On the ____ day of April, 2017, personally appeared before me RON STEPHENS and LUANN R. STEPHENS, Trustees of the Ron and Luann Stephens Family Trust dated May 17, 2000, the signers of the foregoing Agreement, who duly acknowledge to me that they executed the same for and on behalf of said Trust.

(SEAL)

NOTARY PUBLIC
Residing at:
My Commission Expires:

Roueche Lane Ponds





J-U-B ENGINEERS, INC.

J-U-B COMPANIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

March 7, 2018

Mr. Shayne Scott
City Manager
23 East Center Street
Kaysville, Utah 84037

Re: Roche Ponds Pipe Project

Dear Shayne,

Enclosed is a bid tabulation of the bids opened on Thursday March 1, 2018 for the above mentioned project and three copies of the Notice of Award. The apparent Low Bidder and Bid Amount are as follows:

Apparent Low Bidder: Ormond Construction Inc.
PO Box 598
Willard, UT 84340

Telephone: (435) 723-3531
Fax: (435) 723-2910

Total Bid Amount: \$41,295.00

Based upon the criteria we have established and the information received, we recommend that the project be awarded to Roche Ponds Pipe Project. We trust this information will meet your needs.

Best Regards,
J-U-B ENGINEERS, Inc.

Shane McFarland, P.E.
Project Manager

STAFF REPORT



MEETING DATE: March 15, 2018

ITEM NUMBER:

TYPE OF ITEM: Action Item

PRESENTED BY: Community Development Staff

SUBJECT/AGENDA TITLE:

Final Plat approval for the Cityside Townhome Subdivision at 265 North 200 West – JPL Construction.

EXECUTIVE SUMMARY:

The property is currently zoned R-M. There are 2 separate lots where a single family home on each was recently demolished. The Planning Commission held a public hearing and recommended approval of the preliminary plat for this project on 4/27/17 and the City Council similarly approved the preliminary plat on May 4, 2017.

The final plat is in order consistent with the approved preliminary plat. It includes 12 townhome units each platted on their own lot with a common open space.

COUNCIL OPTIONS:

- Motion for approval of the final plat for the Cityside Townhomes Subdivision.

RECOMMENDED OPTIONS:

- The Planning Commission voted unanimously to recommend approval of the final plat for the Cityside Townhomes Subdivision during its meeting on February 22, 2018.

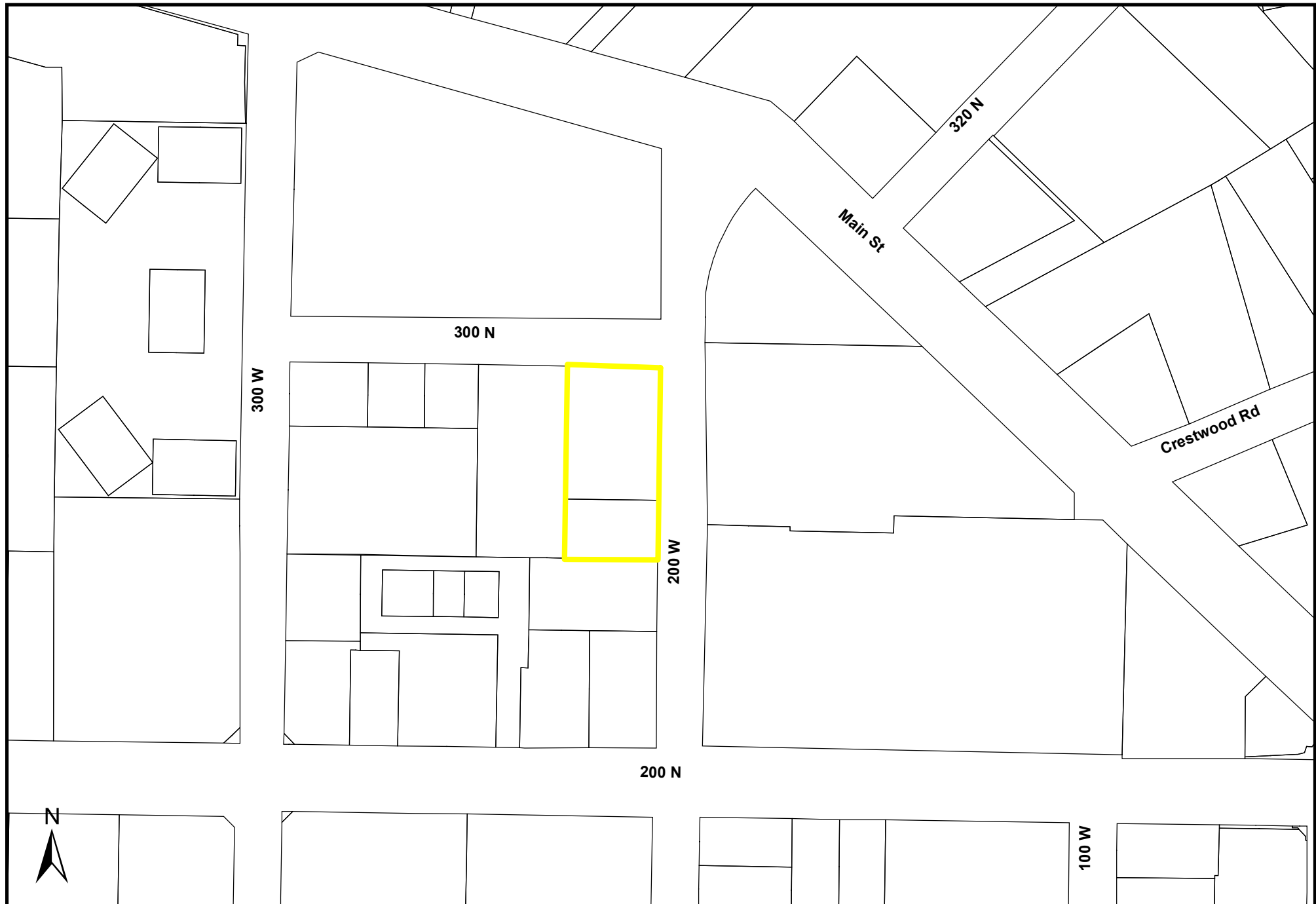
FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION: N/A

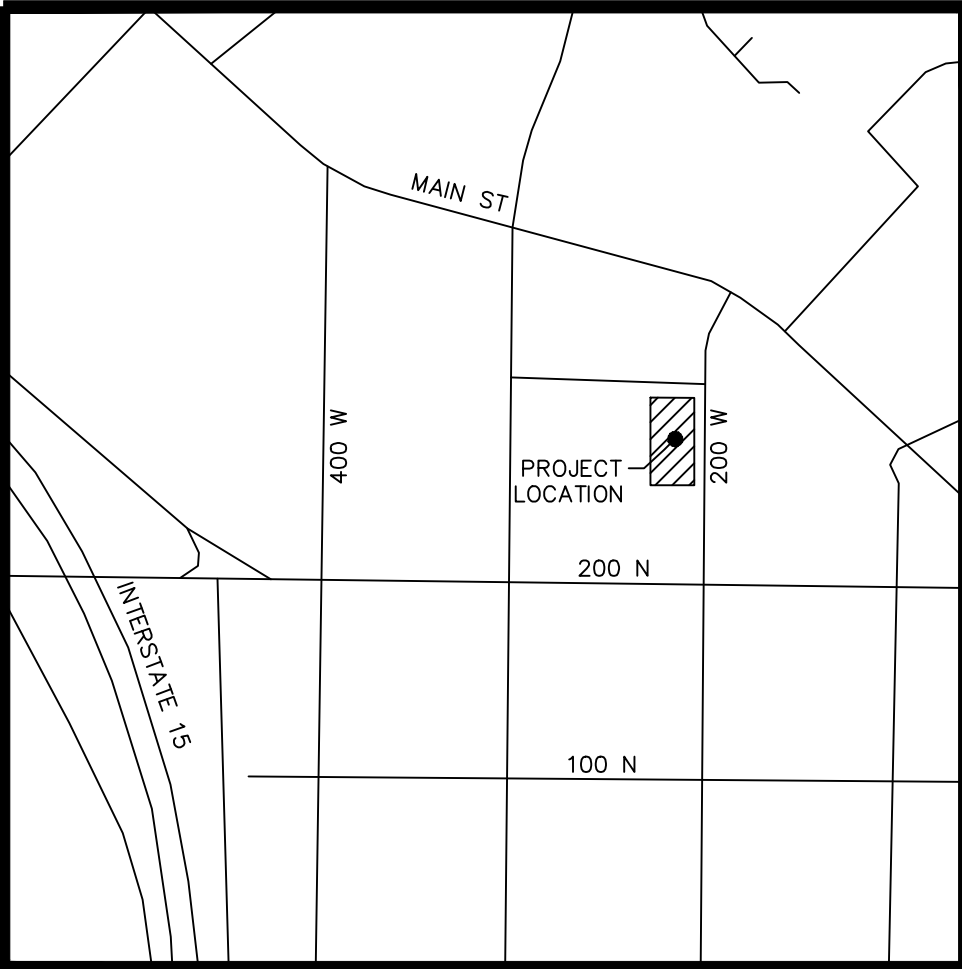
ATTACHMENTS:

- Location Map
- Approved Preliminary Plat
- Final Plat



265 North 200 West and 209 West 300 North





VICINITY MAP
N.T.S

SITE TABULATIONS
ACREAGE 0.77± ACRES
UNITS 12
DENSITY: 15.58 UNITS / ACRE
OPEN SPACE: 0.34± ACRES
ZONING: R-M (MULTIPLE FAMILY RESIDENTIAL)
PARKING: 24 GARAGE STALLS, 6 STANDARD STALLS

- NOTES:**
- ACCORDING TO FEMA FLOOD INSURANCE RATE MAP #49011C0237E, EFFECTIVE DATE: JUNE 18, 2007, THE PROPERTY SHOWN HEREON LIES WITHIN "ZONE X" WHICH ARE AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
 - ALL EXISTING BUILDINGS TO BE REMOVED AND SERVICES TERMINATED.
 - PROPOSED STRUCTURES WILL HAVE NO BASEMENTS. GROUND WATER FACILITIES ARE THEREFORE NOT NECESSARY.

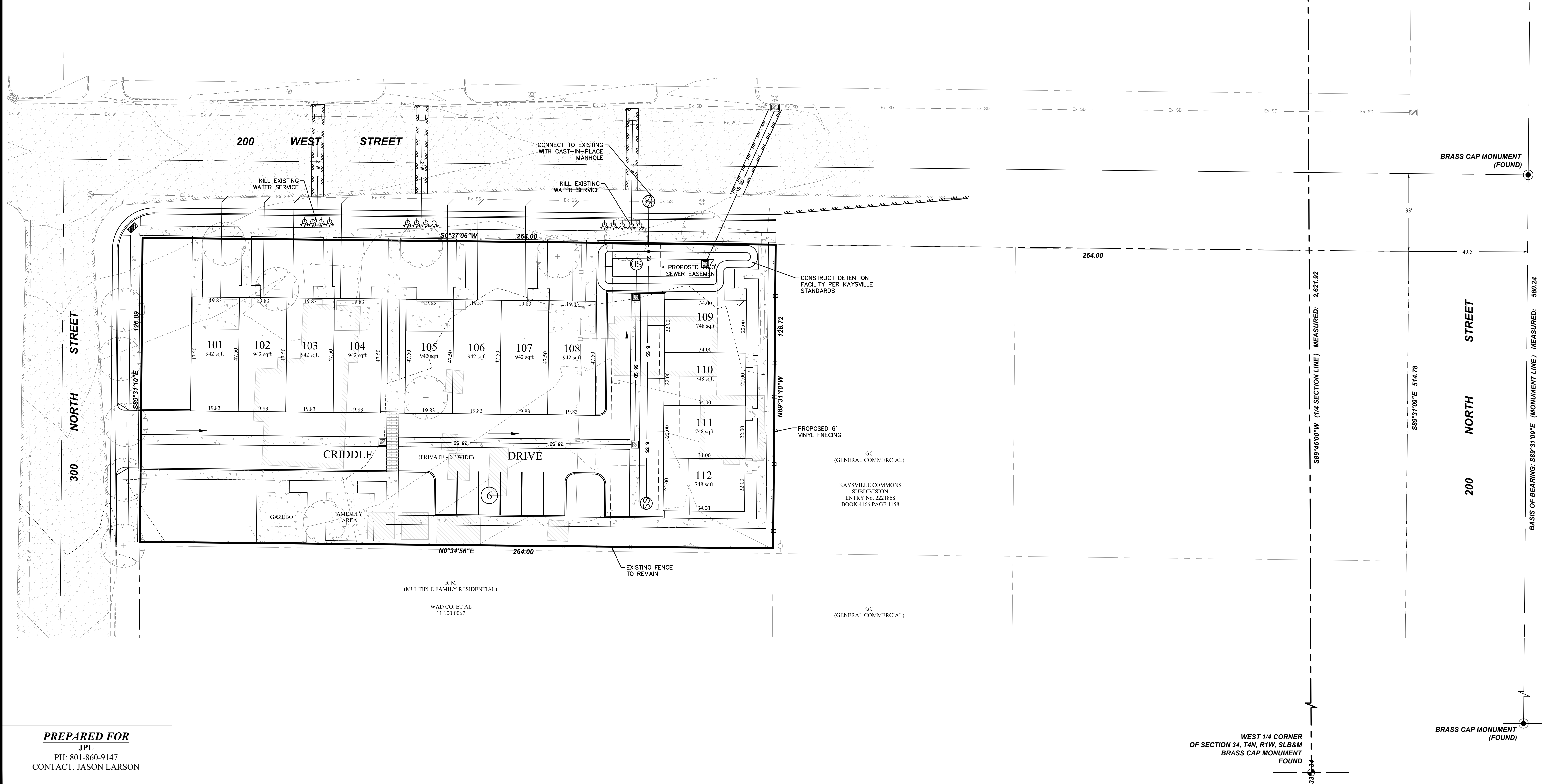
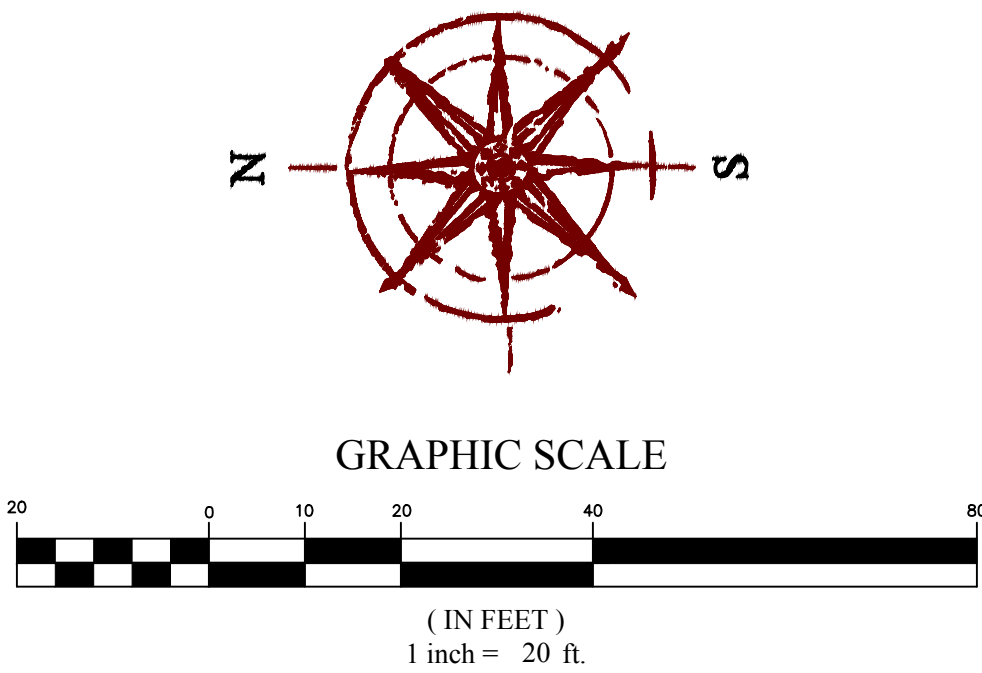
100-Year Storm Event Detention Requirement								
Duration	Intensity	Runoff C	Area	Rainfall	Accumulated Flow	Allowable Discharge	Discharge	Required Storage
min	in/hr		Ac	cfs	cf	cfs	cf	cf
5.0	7.25	0.54	0.77	1.90	570	0.15	46	524
10.0	5.51	0.54	0.77	2.29	1,377	0.15	92	1,285
15.0	4.56	0.54	0.77	1.90	1,709	0.15	139	1,571
30.0	3.07	0.54	0.77	1.28	2,302	0.15	277	2,024
60.0	1.90	0.54	0.77	0.79	2,849	0.15	554	2,294
120.0	1.11	0.54	0.77	0.46	3,329	0.15	1,109	2,220
180.0	0.76	0.54	0.77	0.32	3,419	0.15	1,663	1,755
360.0	0.41	0.54	0.77	0.17	3,689	0.15	3,326	362
720.0	0.24	0.54	0.77	0.10	4,318	0.15	6,653	0
1440.0	0.14	0.54	0.77	0.06	5,038	0.15	13,305	0

Maximum Storage Requirement: 2,294
Maximum Storage Requirement (ac-ft): 0.05

Detention Basin Design
Detention Volume Required: 2,294 cf
Allowable Depth:
Side Slopes:
Detention Volume Provided: 0 cf

INCREASE DETENTION
Source:

Surface Type	Area (sf)	"C" Value	C*A
Impervious	18,731	0.85	15,921
Pervious	14,810	0.15	2,222
Totals	33,541		18,143
Weighted "C" Value		0.54	
Allowable Discharge:	0.20 cfs/acre		
Total Discharge:	0.154 cfs		



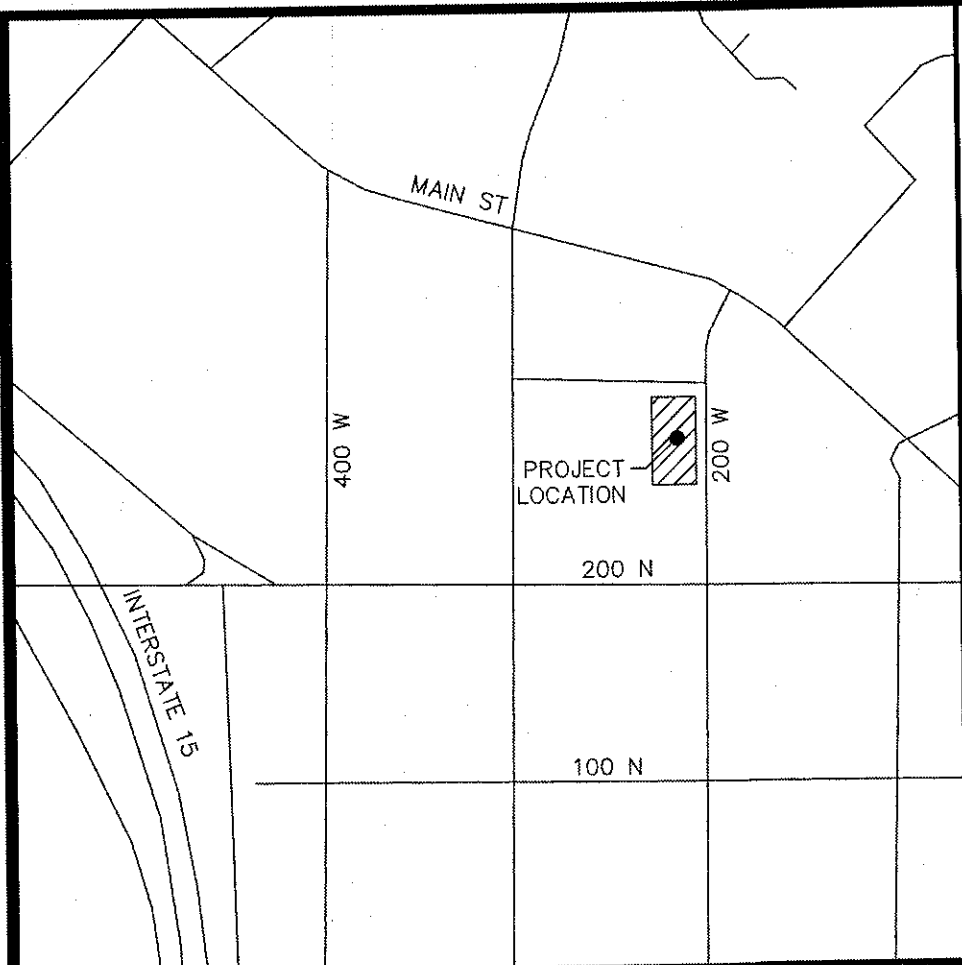
PREPARED FOR
JPL
PH: 801-860-9147
CONTACT: JASON LARSON

CITYSIDE TOWNHOMES
KAYSVILLE, UTAH
PRELIMINARY PLAT

REVISION BLOCK	
#	DESCRIPTION
1	
2	
3	
4	
5	
6	

PRELIMINARY
PLAT

Scale: 1"=20'
Date: 10/6/2015
Sheet:
Drawn: BP
Job #: 15-209



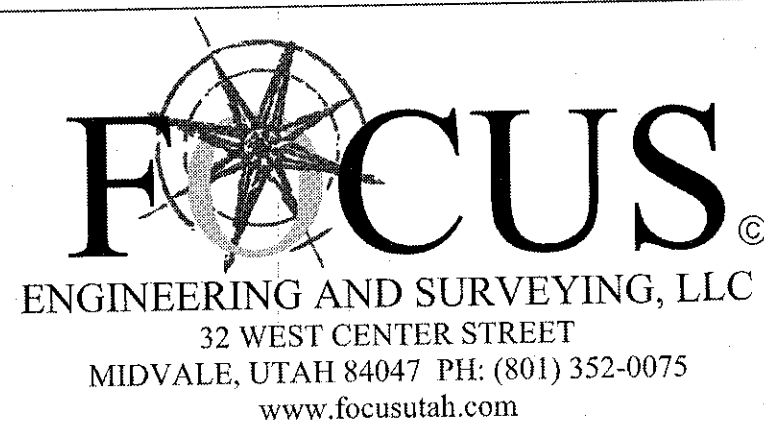
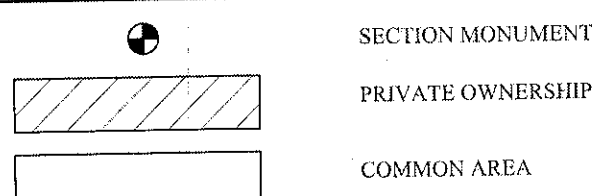
VICINITY MAP
N.T.S.

Curve Table					
CURVE	RADIUS	DELTA	LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	2.50	90°08'15"	3.93	S44°27'02"E	3.54
C2	4.50	89°51'45"	7.06	N45°32'58"E	6.36
C3	3.50	90°08'15"	5.51	N44°27'02"W	4.96
C4	3.50	89°51'45"	5.49	N45°32'58"E	4.94

Line Table		
LINE	DIRECTION	LENGTH
L1	S00°37'06"W	20.59
L2	N89°22'54"W	0.50
L3	S89°22'54"E	0.50
L4	S00°37'06"W	10.08
L5	N89°22'54"W	0.50
L6	S89°22'54"E	0.50
L7	N89°31'10"W	3.00
L8	N00°28'50"E	0.50
L9	S00°28'50"W	0.50
L10	N89°31'10"W	3.00
L11	S89°31'10"E	13.51
L12	N00°37'06"E	8.00
L13	N89°31'10"W	14.49
L14	S89°31'10"E	14.51

Easement Line Table		
LINE	DIRECTION	LENGTH
(L15)	N00°36'46"E	20.00
(L16)	S00°28'50"W	20.00

LEGEND



PLANNING COMMISSION

Approved as to form this _____ day of _____
20____ by the Kaysville City Planning Commission.

Chairman, Planning Commission

CITY ENGINEER

Approved as to form this _____ day of _____
A.D., 20____.

Kaysville City Engineer

CITY ATTORNEY

Approved as to form this _____ day of _____
A.D., 20____.

Kaysville City Attorney

CITY COUNCIL

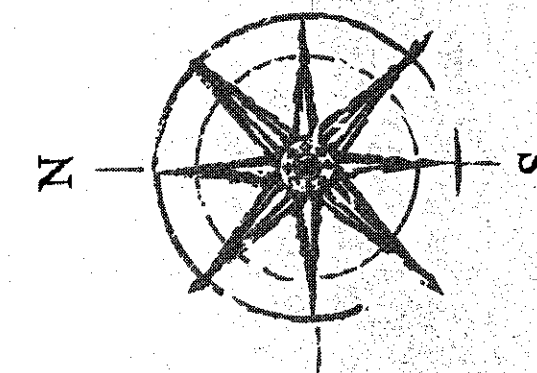
Presented to the Kaysville City Council this _____ day of _____
20____ at which time this subdivision was
approved and accepted.

Mayor

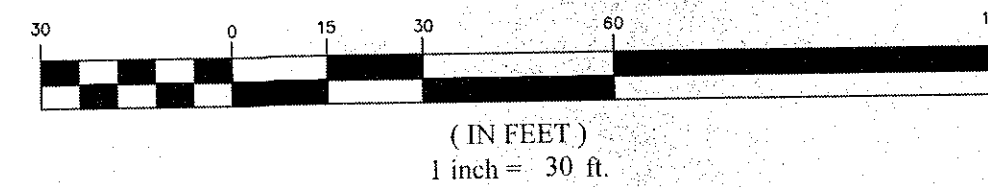
Attest: _____
City Recorder

CITYSIDE TOWNHOMES

LOCATED IN THE NW 1/4 OF SECTION 34, T4N, R1W,
SALT LAKE BASE & MERIDIAN
KAYSVILLE CITY, DAVIS COUNTY, UTAH



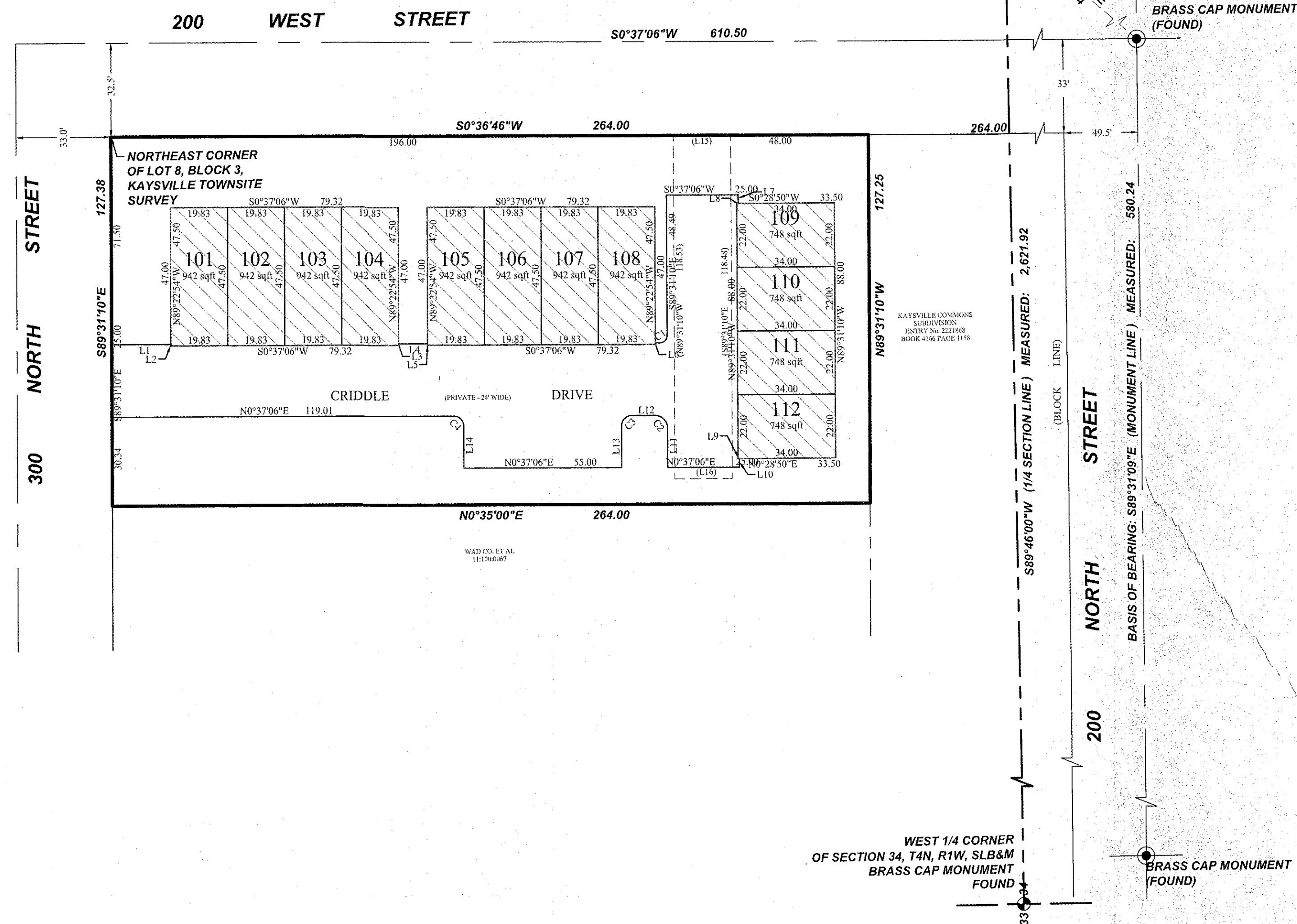
GRAPHIC SCALE



CENTER 1/4 CORNER
OF SECTION 34, T4N, R1W, SLB&M
BRASS CAP MONUMENT
FOUND

N79°51'06"E
530.84

BRASS CAP MONUMENT
(FOUND)



SURVEYORS CERTIFICATE

I, Spencer W. Llewellyn, do hereby certify that I am a Professional Land Surveyor, and that I hold Certificate No. 10516507 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify by authority of the owner(s) that I have completed a Survey of the property described on this Plat in accordance with Section 17-23-17 of said Code, and have subdivided said tract of land into lots, blocks, streets, and easements, and the same has, or will be correctly surveyed, staked and monumented on the ground as shown on this Plat, and that this Plat is true and correct.

Spencer W. Llewellyn
Professional Land Surveyor
Certificate No. 10516507

Date

BOUNDARY DESCRIPTION

All of Lot 8, Block 3, Plat "B", Kaysville Townsite Survey, in the City of Kaysville, State of Utah, located in the NW1/4 of Section 34, Township 4 North, Range 1 West, Salt Lake Base and Meridian, more particularly described by Survey as follows:
Beginning at the Northeast Corner of Lot 8, Block 3, Kaysville Townsite Survey; thence S0°36'46"W along east line of said lot 264.00 feet to the southeast corner of said Lot 8; thence N89°31'10"W along the south line of said lot 127.25 feet to a fence corner; thence N0°35'00"E along said fence line 264.00 feet to the north line of said lot; thence S89°31'10"E along said north line 127.38 feet to the point of beginning.

Contains: 33,611± square feet

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF THE HEREON DESCRIBED TRACT OF LAND, HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS SHOWN ON THIS PLAT, AND NAME SAID TRACT

CITYSIDE TOWNHOMES

AND DO HEREBY DEDICATE, GRANT AND CONVEY TO KAYSVILLE CITY, DAVIS COUNTY, UTAH, ALL EASEMENTS AS SHOWN ON THIS PLAT AS PUBLIC UTILITY EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND DRAINAGE AS MAY BE AUTHORIZED BY KAYSVILLE CITY.

SIGNED THIS _____ DAY OF _____, 20____

LIMITED LIABILITY ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF _____

ON THE _____ DAY OF _____, A.D. 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF _____, IN SAID STATE OF UTAH, WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT HE/SHE IS THE _____ OF _____ L.L.C., A UTAH L.L.C. AND THAT HE/SHE SIGNED THE OWNER'S DEDICATION FREELY AND VOLUNTARILY FOR AND IN BEHALF OF SAID LIMITED LIABILITY COMPANY FOR THE PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: _____ A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN _____

COUNTY _____

MY COMMISSION No. _____ PRINTED FULL NAME OF NOTARY _____

RECORDED

State of Utah, County of Davis
Recorded at the request of _____

Date _____ Time _____ Book _____ Page _____

\$ _____
County Recorder

STAFF REPORT



MEETING DATE: March 15, 2018

ITEM NUMBER:

TYPE OF ITEM: Action Item

PRESENTED BY: Community Development Staff

SUBJECT/AGENDA TITLE:

Resolution of Intent to Consider a Boundary Adjustment with Farmington City.

EXECUTIVE SUMMARY:

The property owner at approximately 2283 South 350 East is interested in bringing his property into Kaysville City for services rather than develop in Farmington City. The request is to modify the city boundary to remove 0.69 acres of property from Farmington City and add 0.69 acres of property to Kaysville City. The adjustment would bring in 1 single family residential lot in the R-1-20 zoning district.

This resolution is the initial step in the boundary adjustment process. Passing this resolution does not approve the boundary adjustment, but indicates the City's interest and intent to at least consider the proposal.

Following the passage of this resolution notice will be published multiple times and sent to affected entities leading to a public hearing where the City Council would consider an ordinance as to whether or not to officially accept the additional property into the city. It is also necessary that Farmington City follow this same process and ultimately approve an ordinance that approves the removal of the same property from their city limits. Farmington City is undergoing this process concurrently with Kaysville City.

COUNCIL OPTIONS:

- Motion for approval of the resolution of intent to consider a boundary adjustment.
- Motion to deny the resolution of intent to consider a boundary adjustment.

RECOMMENDED OPTIONS:

- Staff recommends that the resolution be approved allowing for the proposal to be further examined and public notice to be sent regarding a public hearing.

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION: N/A

ATTACHMENTS:

- Location Map
- Proposed Boundary Adjustment Map
- Letter from Petitioner
- Resolution of Intent to Consider a Boundary Adjustment



2283 South 350 East - Common Boundary Adjustment

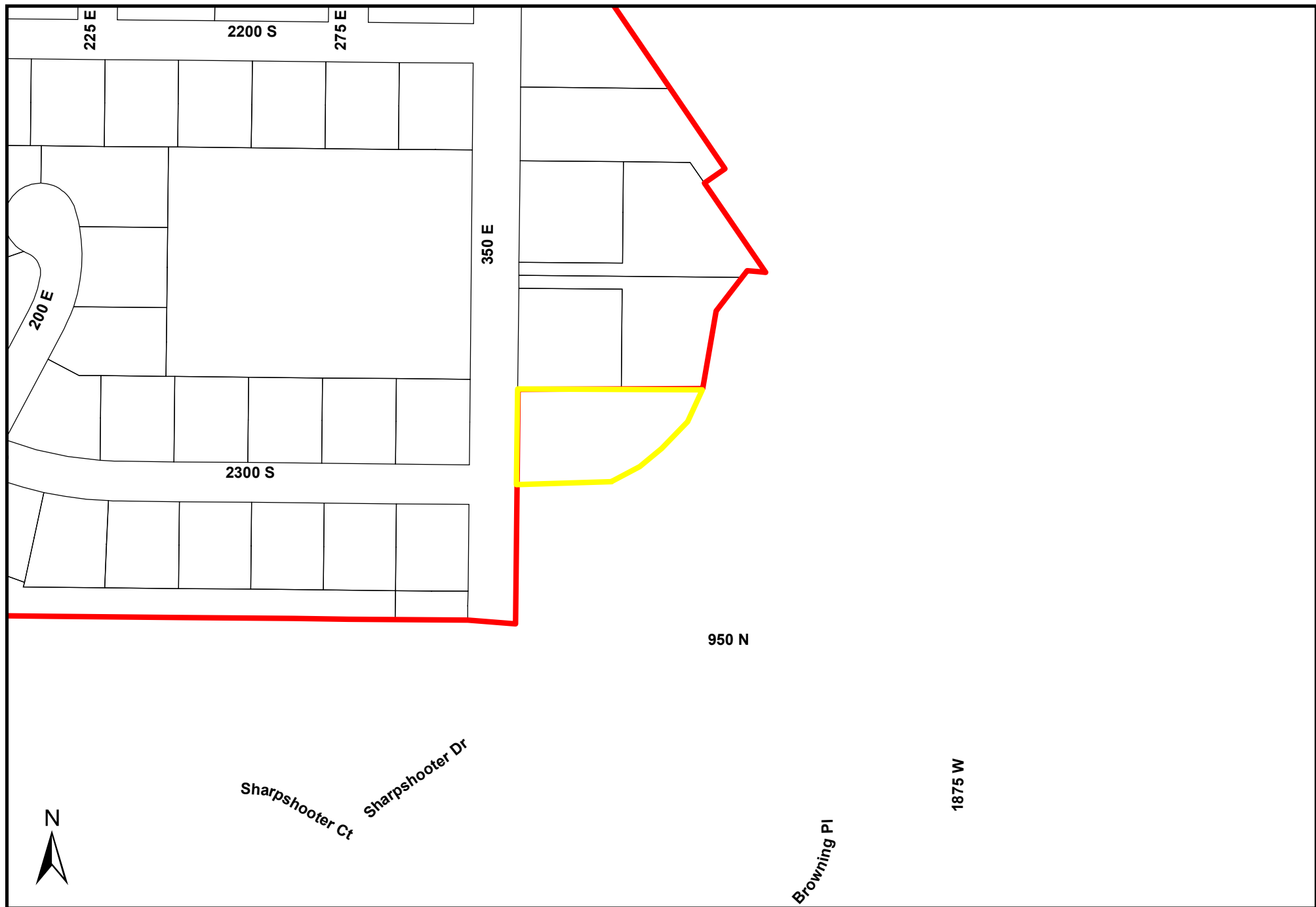
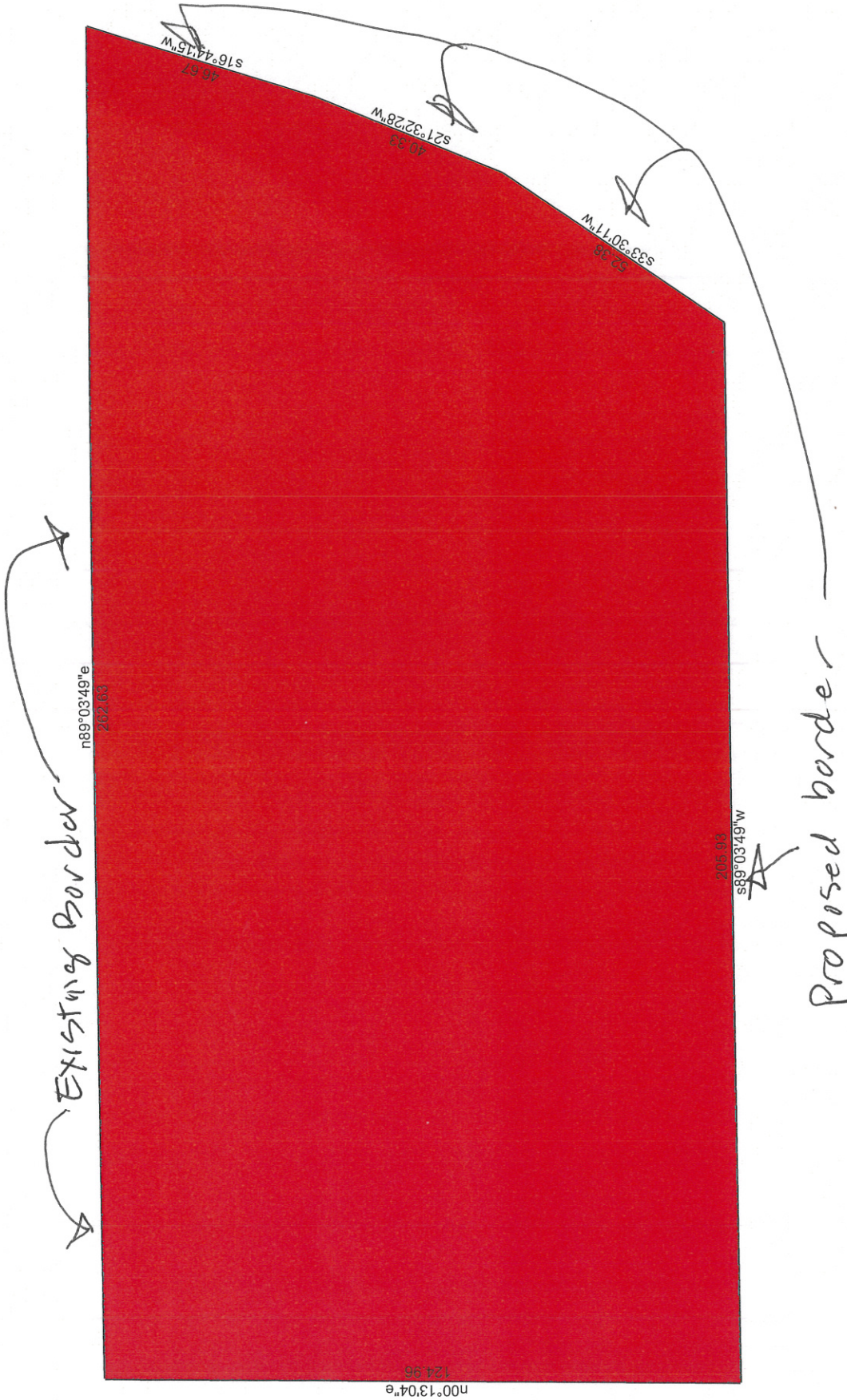


Exhibit B.



1/31/2018	
Scale: 1 inch= 30 feet	File: Kenny Full.ndp
Tract 1: 0.6869 Acres (29920 Sq. Feet), Closure: s69.1343w 0.01 ft. (1/108428), Perimeter=733 ft.	
01 n00.1304e 124.96 02 n89.0349e 262.63 03 s16.4415w 46.67 04 s21.3228w 40.33 05 s33.3011w 52.38 06 s89.0349w 205.93	

March 7, 2018

Mr. Lyle Gibson
Code Enforcement Officer
Kaysville City
23 East Main Street
Kaysville, Utah 84037

RE: Annexation of Part of 08-057-0035
Approximately 2300 South 350 East

Mr. Gibson

Farmington City has approved the sub-division of a 2.65 acre parcel I own on the NEC of 350 East in Kaysville and 950 North in Farmington. The subdivision divided the usable from the non-usable portions and includes two parcels - a 29,920 square feet usable lot that fronts 350 East in Kaysville and the remaining 1.95 acres which is mostly wetlands fronting 950 North in Farmington. The sub-division is being recorded at the County. In Exhibit A, the dotted line represents the larger parcel and the solid red area represents the lot I intend to annex into Kaysville.

During the planning commission meeting with Farmington City, the issues of garbage collection, plowing and other services were discussed. This prompted a discussion on annexing this lot into Kaysville. The proposed annexed lot has 124 feet of frontage along 350 and has a total area of 29,920 square feet and meets all the criteria of the R-1-20 zone. Thus, I am requesting that this lot have an R-1-20 designation, which is consistent with neighboring properties. I have provided a legal description (wet stamped) of the proposed lot that I am proposing to annex into Kaysville. Please see attached legal description and metes and bounds drawing in Exhibit B.

This lot fronts Kaysville and it makes sense to be in Kaysville, mostly for practical purposes such as garbage collection, plowing, addressing and other services. With respect to addressing, currently the lots along 350 East start on Shepard lane and increase incrementally moving south from 2209 South 350 East to 2259 South 350 East. If this lot stays in Farmington, the address would be 1950 West 950 North. This would be extremely confusing for parcel deliveries and visitors; and, problematic for ambulance and fire services.

All things considered, it just makes sense to have all the homes that front this street to be in the same City. Thank you for your consideration on this matter.

A handwritten signature in black ink, appearing to read 'Ken Stuart', with a long horizontal line extending to the right.

Ken Stuart

RESOLUTION NO. 18-3-1

INDICATING THE INTENT OF THE KAYSVILLE CITY COUNCIL TO ADJUST A COMMON BOUNDARY WITH FARMINGTON CITY.

WHEREAS, Farmington City has property within its municipal boundary which may be better served by Kaysville City; and

WHEREAS, the Kaysville City Council intends to adjust the common boundary with Farmington City along said property; and

WHEREAS, pursuant to Utah Code Ann. §10-2-419, municipalities may adjust their common boundaries; and

WHEREAS, Utah law requires that a public hearing be held on the proposed adjustment and that notice of such hearing be given by publication as provided herein; and

WHEREAS, owners of private real property located within the area proposed for adjustment are entitled to file written protests to the proposed adjustment if they oppose the same; and

WHEREAS, the City Council of Kaysville City desires to initiate proceedings to effect the proposed boundary adjustment as provided herein;

BE IT RESOLVED BY THE CITY COUNCIL OF KAYSVILLE CITY, UTAH:

1. The Kaysville City Council intends to adjust the common municipal boundary with Farmington City to remove the following described property from Farmington City and annex it into Kaysville City:

THE LAND REFERRED TO HEREIN IS SITUATED IN THE COUNTY OF DAVIS, STATE OF UTAH, AND IS DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST RIGHT-OF-WAY 350 WEST STREET, SAID POINT BEING NORTH 00°03'58" EAST ALONG THE SECTION LINE AND SOUTH 89°03'49" WEST 111.21 FEET FROM THE WEST QUARTER CORNER OF SECTION 14, TOWNSHIP 2 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN; AND RUNNING THENCE NORTH 00°13'04" EAST ALONG SAID EAST RIGHT-OF-WAY LINE 124.96 FEET TO THE SOUTHWEST CORNER OF LTO 6, MEADOW

CREEK SUBDIVISION; THENCE NORTH 89°03'49" EAST LONG THE SOUTH LINE OF SAID MEADOW CREEK SUBDIVISION 262.63 FEET TO THE LIMITS OF A ZONE 'A' FLOODPLAIN AS SHOWN IN FEME FIRM PANEL NUMBER 49011C0381E WITH EFFECTIVE DATE JUNE 18, 2007; THENCE SOUTHWESTERLY ALONG SAID LIMITS OF ZONE 'A' FLOODPLAIN THE FOLLOWING THREE (3) COURSES: SOUTH 16°44'15" WEST 46.67 FEET; THENCE SOUTH 21°32'28" WEST 40.33 FEET; THENCE SOUTH 33°30'11" WEST 52.38 FEET; THENCE SOUTH 89°03'49" WEST 205.93 FEET TO THE POINT OF BEGINNING.

CONTAINS 29,920.49 SQ/FT OR 0.69 ACRES

2. The Kaysville City Council hereby directs the City Manager to cause a public notice to be published at least once a week for three successive weeks in the Davis County Clipper, a newspaper of general circulation within Kaysville City indicating the date and time of the public hearing to be held on the proposed adjustment. The first publication of the notice required by this subsection shall be published within fourteen (14) days of the City Council's adoption of this Resolution.

3. This Resolution shall take effect upon the date of adoption.

APPROVED AND ADOPTED this ____ day of _____, 2018.

Katie Witt
Mayor

ATTEST:

Maria T. Devereux
City Recorder

STAFF REPORT



MEETING DATE: May 15, 2018

ITEM NUMBER:

TYPE OF ITEM: Work Item

PRESENTED BY: Community Development Staff

SUBJECT/AGENDA TITLE:

Creation of new Lot Consolidation and Lot Line Adjustment Process.

EXECUTIVE SUMMARY:

It has been expressed by members of both the Planning Commission and City Council that reviewing lot line adjustments and lot consolidations seemed like a process that could be done by staff. These are applications where no new lot is created, typically two neighbors are adjusting a fence-line or occasionally an owner of two lots will combine them into one large lot to build a larger home. Currently these items are processed the same as any other subdivision and require a recommendation from the Planning Commission and ultimately approval from the City Council. There are a number of ways that this type of process could be handled according to State Statute. Staff has determined that it would still like to have a plat recorded documenting the change.

The proposed ordinance would still require that a lot line adjustment or lot consolidation be reviewed by the city, but allows that review to all take place at the staff level before a plat is recorded. Staffs review would ensure that there are no illegal setbacks or substandard lot dimensions.

COUNCIL OPTIONS:

Continue as a work item or move to action item on next Council Agenda.

RECOMMENDED OPTIONS:

The Planning Commission held a public hearing and voted unanimously to recommend approval of the ordinance as written to the City Council. If any changes are desired, the Council should provide direction to Staff to make changes before placing the item on an Action Item agenda.

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION: N/A

ATTACHMENTS:

Lot Line Adjustment and Lot Consolidation Ordinance



ORDINANCE NO. 18-3-01

AN ORDINANCE AMENDING SECTION 19-1-7, DEFINITIONS, OF CHAPTER 19-1, GENERAL PROVISIONS, OF TITLE 19, SUBDIVISIONS, AND CREATING SECTION 19-2-7, LOT LINE ADJUSTMENTS AND LOT CONSOLIDATIONS, OF CHAPTER 19-2, DEVELOPMENT PROCEDURES, OF TITLE 19, SUBDIVISIONS, OF THE REVISED ORDINANCES OF KAYSVILLE CITY PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Kaysville City Council and Kaysville City Planning Commission have determined that minor changes to property lines that do not create new lots do not need their oversight; and

WHEREAS, a new process has been reviewed whereby city staff would be allowed to review and approve such applications; and

WHEREAS, the necessary notice and Public Hearings have been held seeking input into this matter;

WHEREAS, the City Council of Kaysville City finds it to be in the best interests of its citizens to amend the code as outlined below.

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

SECTION I: Repealer. If any provisions of the City's Code previously adopted are inconsistent herewith they are hereby repealed.

SECTION II: Enactment. Section 19-1-7, DEFINITIONS, of Chapter 19-1, GENERAL PROVISIONS, of Title 19, SUBDIVISIONS, of the Revised Ordinances of Kaysville City, 1993, is amended to include the following definitions to be placed alphabetically where appropriate:

Lot Line Adjustment – The adjustment of a mutual boundary between either multiple subdivided lots or multiple established lots of record where the property line is modified in compliance with yard, lot size, and frontage requirements for the applicable zoning district and where no new lot is created.

Lot Consolidation – The combination of two or more lots whether previously subdivided or established lots of record where the legal description of more than one contiguous parcel of property is revised into one legal description encompassing all such parcels of property and where no zoning violation is created.

SECTION III: Enactment. Section 19-2-7, LOT LINE ADJUSTMENTS AND LOT CONSOLIDATIONS, of Chapter 19-2, DEVELOPMENT PROCEDURES, of Title 19, SUBDIVISIONS, of the Revised Ordinances of Kaysville City, 1993, is enacted as follows:

19-2-7 Lot Line Adjustments and Lot Consolidations

Applications that meet the definition of a lot line adjustment or lot consolidation shall be processed in the following manner.

1. The applicant petitioning for approval of a lot line adjustment or lot consolidation contacts the City Engineer for information concerning the City's amended plat requirements and discusses the proposed plan prior to preparing any plats, plans or charts.
2. The applicant pays the lot line adjustment/lot consolidation fee at the City Office.
3. The applicant submits the following to the City Engineer:
 - a. Three (3) copies of an amended plat prepared by a registered engineer or surveyor and supporting documents as specified in KCC 19-4-3 with the signature blocks for the following:
 1. City Engineer approval
 2. City Attorney approval
 - b. A copy of the lot line adjustment/lot consolidation fee receipt.
 - c. Preliminary Title Report.
 - d. Agreements if applicable.
4. The applicant submits copies of the amended plat and any applicable utility load information to agencies and service providers as needed.
5. The applicant submits the final plat and irrigation system drawings to any irrigation providers involved and obtains approval.
6. The City staff will review the documents. Ten (10) working days are allowed for completion of staff review for each submittal or re-submittal.
7. Upon completion of the staff review, the City Engineer will notify the applicant of any necessary changes to comply with applicable standards and ordinances. Once the amended plat meets all applicable standards and ordinances, the City Engineer will assign addresses to each lot on the plat as needed and notify the applicant to submit a mylar copy of the approved plat.
8. Approval of the final plat shall be effective until the later of:
 - a. One (1) year after the date of approval by the City Engineer; or
 - b. The last day of the extension period approved by the City Engineer.
 - c. If the final plat has not been offered for recording, with all approval steps completed, within the applicable period, the plat shall not be recorded or received for recording and shall have no validity whatsoever.
9. The City Attorney will review the documents submitted to insure adequacy and sign the plat when approved.
10. The City Engineer completes then signs the plat then has the final plat recorded at the office of the Davis County Recorder after which building permit applications will be accepted.
11. It shall be unlawful for any person to change the lines, drawings, lot sizes or shapes, or any other provision of a plat after it has received approval by any person whose approval is required. Any plat that is changed in violation of this paragraph is void. The City may compel the person recording the plat to withdraw the plat from the County Recorder's office or to file a notice, or the City may itself file a notice that the recordation of the plat is void. The City Engineer is responsible for recording all subdivision plats. The applicant shall be responsible for all recording and associated fees.

SECTION IV: Severability. If any section, subsection, sentence, clause or phrase of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, said portion shall be severed and such declaration shall not affect the validity of the remainder of this ordinance.

SECTION V: Effective Date. This ordinance shall become effective 20 days after being passed by the City Council.

PASSED AND ADOPTED by the City Council of Kaysville City, Utah, this __th day of _____, 2018

Katie Witt
Mayor

ATTEST:

Maria T. Devereux
City Recorder

STAFF REPORT



MEETING DATE: May 15, 2018

ITEM NUMBER:

TYPE OF ITEM: Work Item

PRESENTED BY: Community Development Staff

SUBJECT/AGENDA TITLE:

Modification of the Subdivision Process and Required Improvements

EXECUTIVE SUMMARY:

In considering the role of different bodies and the type of land use applications being considered, the idea of keeping legislative decisions with the legislative body and administrative decisions with staff and the Planning Commission was brought up during discussion of ordinances with the Planning Commission. Inasmuch as a subdivision is an administrative decision where if an applicant meets the requirements of the ordinance, there is a certain level of obligation for the City to approve such an application. Most of the discretion with development comes with consideration of a zone. Once a zone is approved over a property, the City has determined that the property may be utilized as regulated by that zone. A preliminary plat approval allows for some interpretation in determining if a proposed subdivision meets the requirements of the zone and applicable ordinances. A final plat is confirmation of compliance with the conditions of preliminary plat approval and that all engineering and technical specifications are in order before development begins.

The proposed ordinance amends the City's Code to make the Planning Commission the final approval body for a final plat only, as proposed the City Council would still see the preliminary plat. There is also additional language added requiring a developer to install improvements identified by the Kaysville City Active Transportation Plan when applicable.

COUNCIL OPTIONS:

Continue as a work item or move to action item on next Council Agenda.

RECOMMENDED OPTIONS:

The Planning Commission held a public hearing and voted unanimously to recommend approval of the ordinance as written to the City Council. If any changes are desired, the Council should provide direction to Staff to make changes before placing the item on an Action Item agenda.

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION: N/A

ATTACHMENTS:

Subdivision process ordinance



ORDINANCE NO. 18-3-2

AN ORDINANCE AMENDING SECTION 19-2-1, SUBDIVISION DEVELOPMENT PROCESS, OF CHAPTER 19-2, DEVELOPMENT PROCEDURES, OF TITLE 19, SUBDIVISIONS, AND SECTION 19-6-3, IMPROVEMENTS REQUIRED, OF CHAPTER 19-6, SUBDIVISION IMPROVEMENTS REQUIRED, OF TITLE 19, SUBDIVISIONS, OF THE REVISED ORDINANCES OF KAYSVILLE CITY PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, a final plat approval is an administrative decision wherein the approval body does not have legislative discretion; and

WHEREAS, it has been determined that the Planning Commission is desired to function as the approval body for Final Plat Applications providing sufficient oversight and added efficiency to the process; and

WHEREAS, the City Council passed a resolution in May of 2016 adopting the Kaysville City Active Transportation Plan and desires to see its implementation; and

WHEREAS, the necessary notice and Public Hearings have been held seeking input into this matter;

WHEREAS, the City Council of Kaysville City determines it is in the best interests of its citizenry to amend this ordinance as outlined below.

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

SECTION I: Repealer. If any provisions of the City's Code previously adopted are inconsistent herewith they are hereby repealed.

SECTION II: Enactment. Section 19-2-1, SUBDIVISION DEVELOPMENT PROCESS, of Chapter 19-2, DEVELOPMENT PROCEDURES, of Title 19, SUBDIVISIONS, of the Revised Ordinances of Kaysville City, 1993, is amended as follows:

19-2-1 Subdivision Development Process

The following steps are required:

1. The Subdivider contacts the City Engineer for information concerning the City subdivision requirements and compatibility with the General Plan, and discusses the proposed plan of development prior to preparing any plats, plans or charts.
2. The Subdivider pays the preliminary plat fee at the City Office.
3. The Subdivider submits the following to the City Engineer:
 - a. Three (3) copies of the preliminary plat prepared by a registered engineer or surveyor and supporting documents as specified in KCC 19-3-3.
 - b. A copy of the preliminary plat fee receipt.

4. The Subdivider submits copies of the preliminary plat and any applicable utility load information to agencies and service providers as needed. If a State highway is involved, the Subdivider provides evidence of approval of access, curbs, gutters, and sidewalks by the Utah Department of Transportation to the City Engineer.
5. The City staff will review the documents and make recommendations. Ten (10) working days are allowed for completion of staff review for each submittal or re-submittal.
6. Upon completion of the staff review, the City Engineer will place the item on the Planning Commission agenda and notify the Subdivider.
7. The Planning Commission will meet and review the preliminary plat and take action. The Subdivider or agent must attend and present the plat. The Planning Commission then forwards the plat to the City Council, with its recommendations and conditions thereon.
8. The City Council will meet and review the plat. The Subdivider or agent must meet with the Council and discuss the plat. (Refer to KCC 19-3-5(2).)
9. The Subdivider pays the final plat fee at the City Office.
10. The Subdivider submits six (6) copies of the tentative final plat to the City Engineer.
11. The City Engineer checks the tentative final plat for compliance with conditions and returns one copy to the Subdivider.
12. The Subdivider submits the final plat and irrigation system drawings to any irrigation providers involved and obtains approval.
13. The Subdivider submits the following to the City Engineer:
 - a. Original and two (2) copies of the final plat prepared by a registered engineer or land surveyor in accordance with KCC 19-4-3.
 - b. Cross sections and profiles of the streets and all other construction drawings related to all of the improvements to be constructed within the subdivision. All such drawings and materials must be signed and stamped by a registered professional engineer.
 - c. Open space improvement drawings if applicable.
 - d. Copy of final plat fee receipt.
14. The City staff will review the documents and make recommendations. Ten (10) working days are allowed for completion of staff review for each submittal or re-submittal.
15. Upon completion of staff review, the City Engineer will place the item on the Planning Commission agenda and notify the Subdivider.
16. The Planning Commission will meet and review the final plat and take action. The Subdivider or agent may be required to attend and present the plat. ~~The Planning Commission then forwards the plat to the City Council with its recommendations and conditions thereon.~~
- ~~17. The City Council will meet and review the final plat. The Subdivider or agent must meet with the Council and discuss the plat. (Refer to KCC 19-4-5(3).)~~
- ~~18.~~ 17. The Subdivider submits the following to the City Engineer.
 - a. Preliminary Title Report.
 - b. Written results of a test for suspect soil in the area upon which public improvements will be constructed.
 - c. Agreements if applicable.
- ~~19.~~ 18. The City Attorney will review the documents submitted to insure adequacy and sign the plat when approved.

- ~~20.~~ 19. The Subdivider must then pay the following fees at the City Office:
- a. Development fees.
 - b. Recording fees.
 - c. Inspection fees.
 - d. Utility extension fees.
- ~~21.~~ 20. The Subdivider submits the Storm Water Pollution Prevention Plan (SWPPP) for the subdivision to the City Engineer.
- ~~22.~~ 21. The Subdivider and contractors and other representatives meet with City representatives in a preconstruction conference.
- ~~23.~~ 22. The Subdivider constructs and installs all improvements, except the Slurry Seal Type III or approved equivalent, with inspection by the City. In the event the Subdivider has constructed and installed all improvements except sidewalks and asphalt pavement in a subdivision phase and desires to begin construction of residential buildings before the sidewalks and asphalt pavement are installed in the subdivision phase, the City may accept building permit applications upon compliance with all other requirements, including recording the plat, plus the following:
- a. The Subdivider shall guarantee the proper installation of the sidewalks and asphalt pavement in accordance with Kaysville City standards and specifications, by cash deposit furnished and filed with Kaysville City in an amount equal to one hundred fifteen percent (115%) of the cost of the installation of the sidewalks and asphalt as determined by licensed contractor quote.
 - b. All building lots within the subdivision phase shall be owned by the Subdivider and remain owned by the Subdivider until the sidewalks and asphalt are installed in the subdivision phase and the improvements are completed and certified.
 - c. No final building inspection will be scheduled nor conducted and no occupancy allowed until all subdivision phase improvements have been completed and certified.
- ~~24.~~ 23. The Subdivider has as-built drawings prepared and submits them, the Improvement Completion Assurance and Improvement Warranty to the City Engineer.
- ~~25.~~ 24. The Public Works Superintendent certifies that the improvements are completed.
- ~~26.~~ 25. The City Engineer addresses the lots on the plat and has the final plat recorded at the office of the Davis County Recorder and then building permit applications will be accepted.
- ~~27.~~ 26. The City Council accepts the improvements and the Improvement Warranty Period begins.
- ~~28.~~ 27. Near the end of the warranty period, the City inspects the improvements and the Subdivider corrects deficiencies.
- ~~29.~~ 28. When the improvements comply with City standards as certified by the Public Works Superintendent, the Subdivider applies a Slurry Seal Type III or approved equivalent on all asphalt pavement in streets, then the Improvement Warranty Period ends and the Improvement Completion Assurance and Improvement Warranty are released.

SECTION III: Enactment.Section 19-6-3, IMPROVEMENTS REQUIRED, of Chapter 19-6, SUBDIVISION IMPROVEMENTS REQUIRED, of Title 19, SUBDIVISIONS, of the Revised Ordinances of Kaysville City, 1993, is amended to include the following change:

11. Active Transportation Improvements. Subdivisions which include or are adjacent to an element of the Kaysville City Active Transportation Plan shall account for and install the applicable improvements including off street shared use paths and street improvements such as striping.

This subsection shall be added between what is currently listed as subsection 10. Sidewalks and subsection 11. Driveway Approaches. Subsequent subsections within Section 19-6-3 shall be renumbered accordingly.

SECTION IV: Severability. If any section, subsection, sentence, clause or phrase of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, said portion shall be severed and such declaration shall not affect the validity of the remainder of this ordinance.

SECTION V: Effective Date. This Ordinance shall take effect 20 days after being passed and adopted by the City Council.

PASSED AND ADOPTED by the City Council of Kaysville City, Utah, this __th day of _____, 2018

Katie Witt
Mayor

ATTEST:

Maria T. Devereux
City Recorder

General Fund and Roads



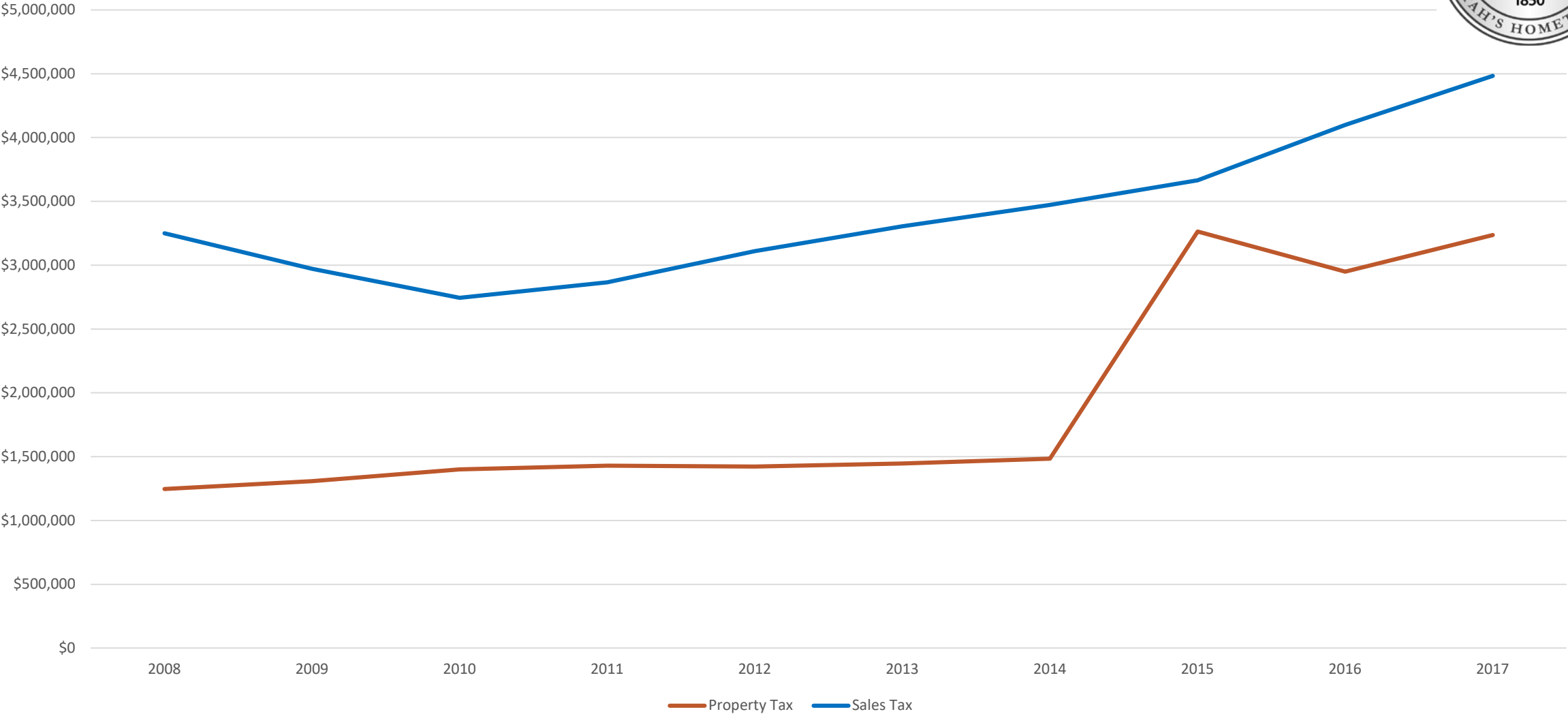
BACKGROUND

- Funding for roads comes from Class C funds
- Class C funds are RESTRICTED funds but part of GF
- Misconception that Road Maintenance is paid for from other GF revenue sources like Property Taxes
- 2015 Legislature passed HB 362 which provided for Proposition 1 Local Active Transportation funding
- 2018 Legislature acknowledged need with

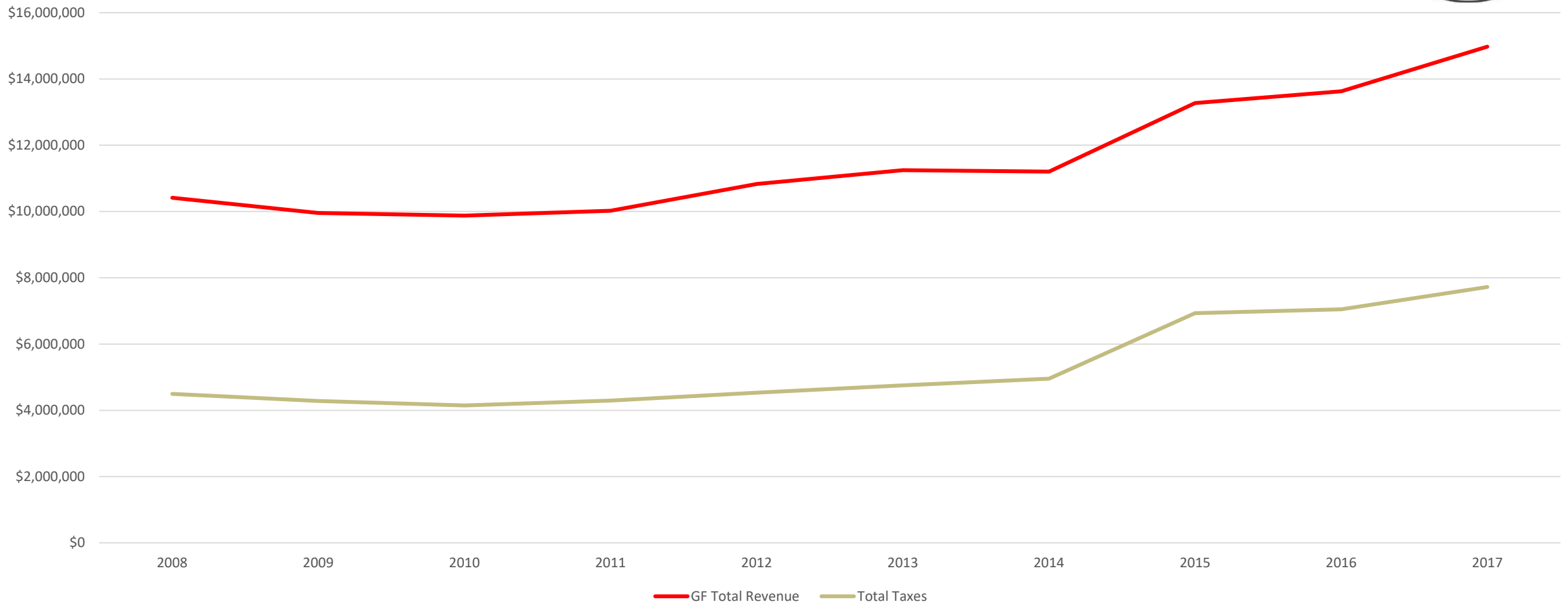




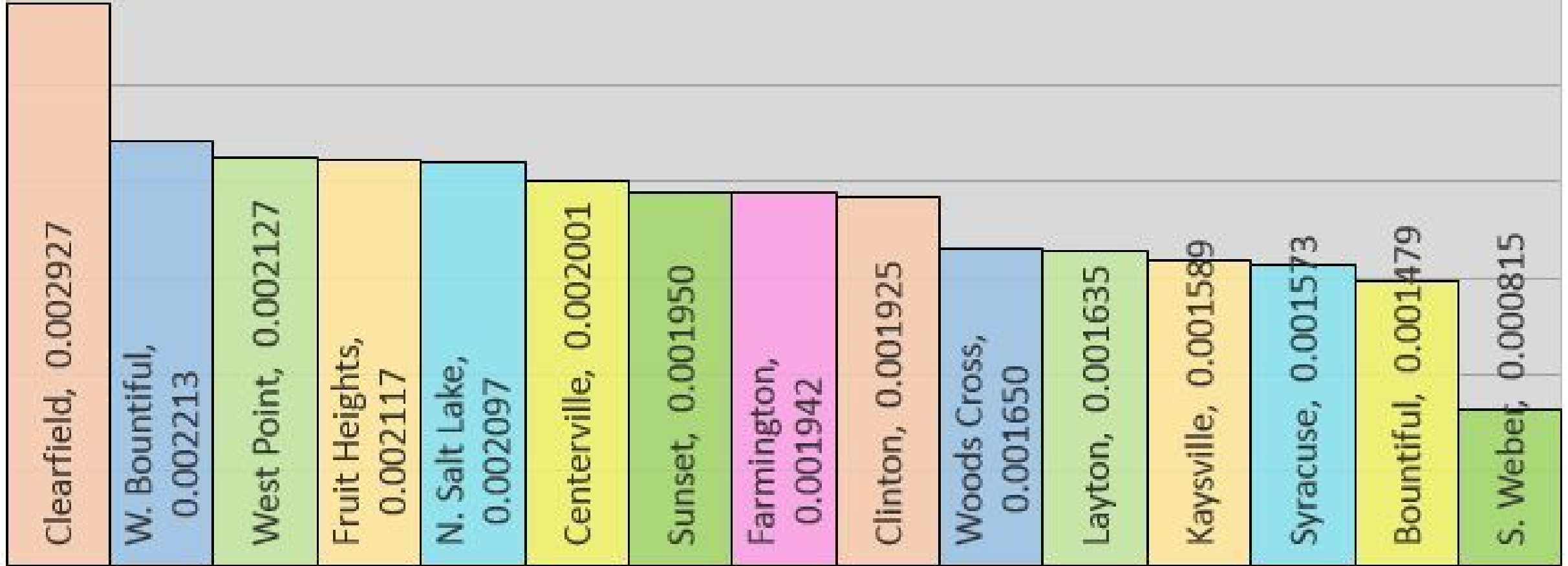
10 Year Taxes Trend



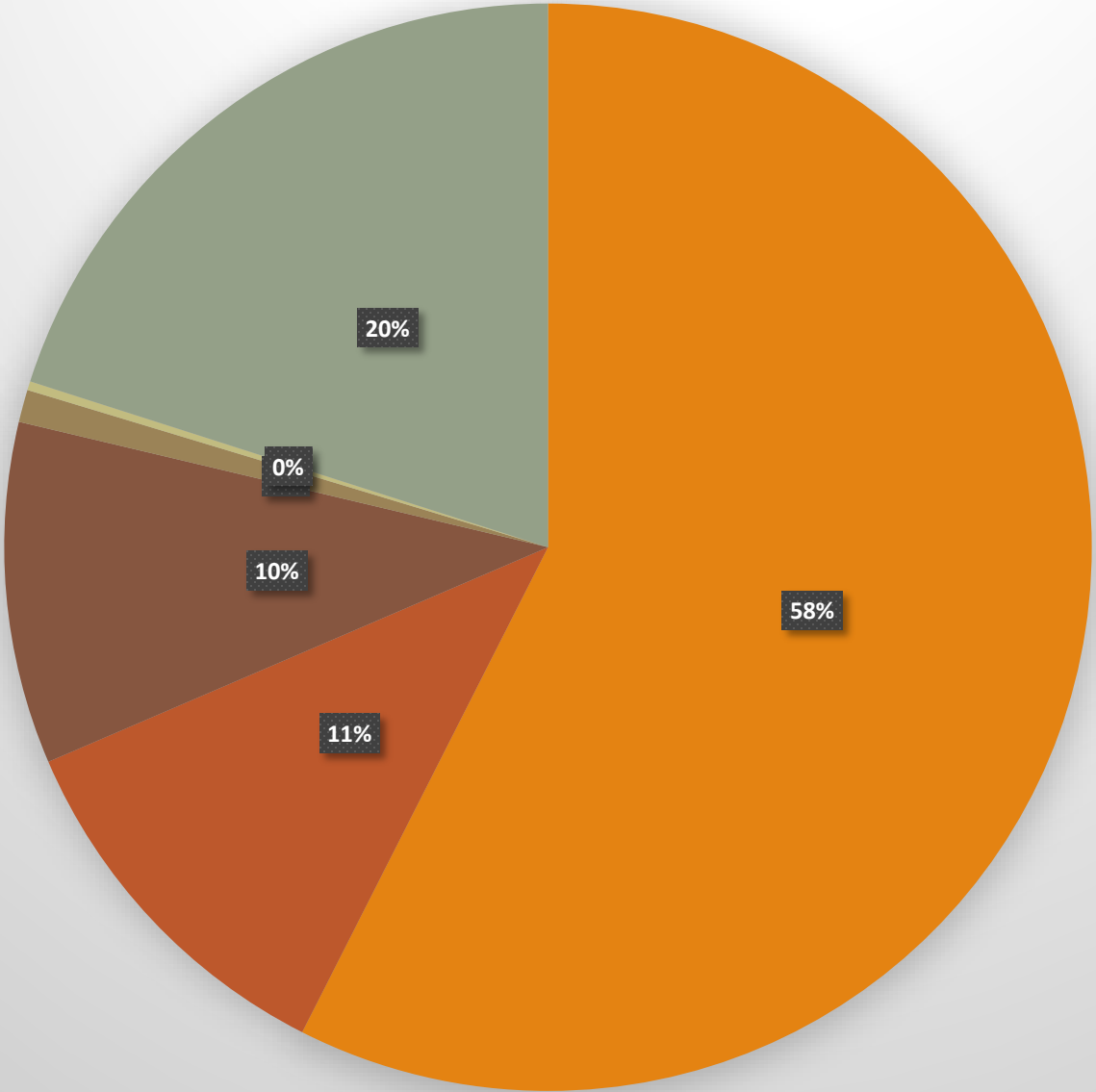
Relationship between Total Sales and Property Tax Revenue and GF Revenue



Property Tax Comparisons

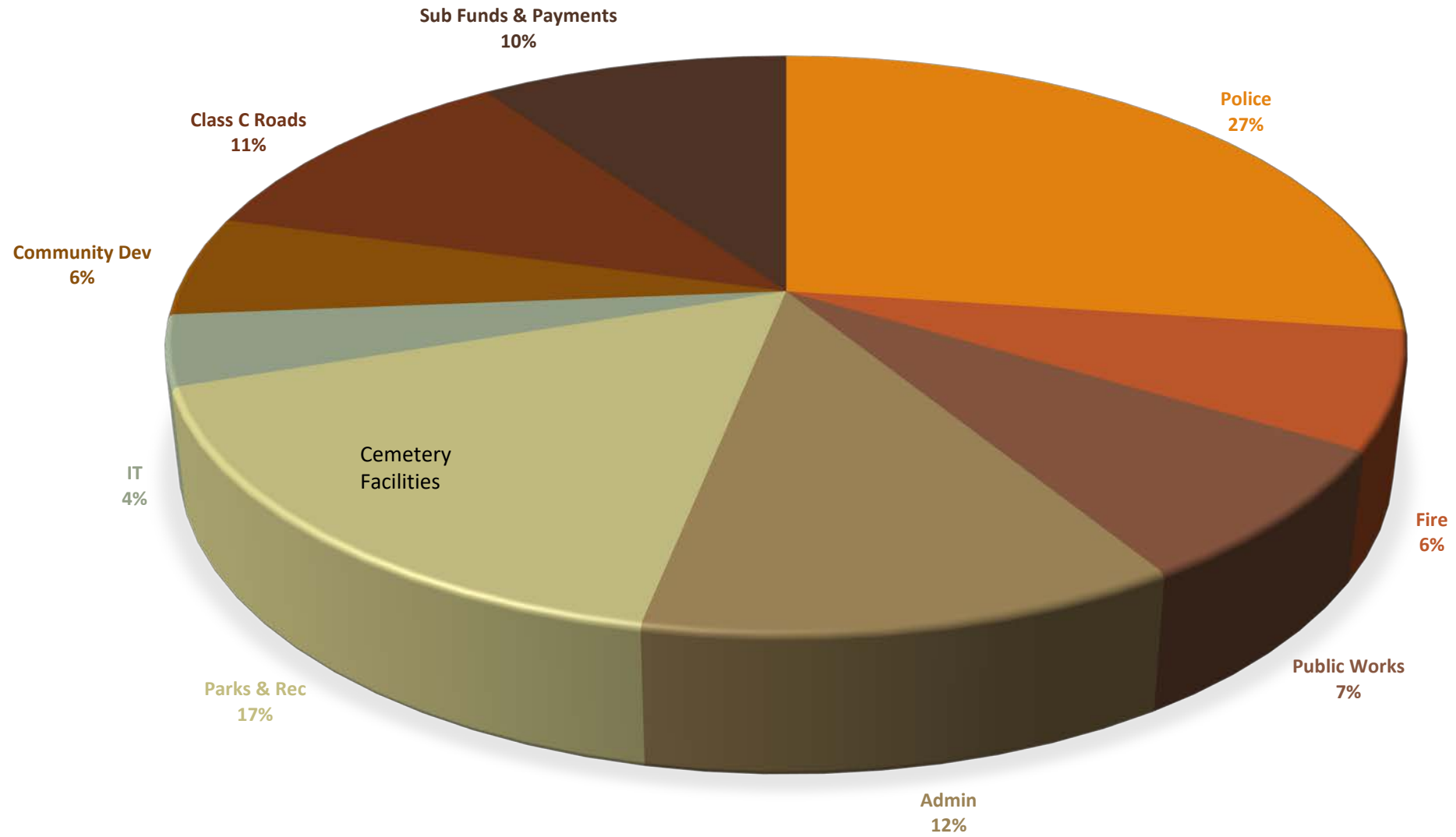


2018 General Fund Expense Categories

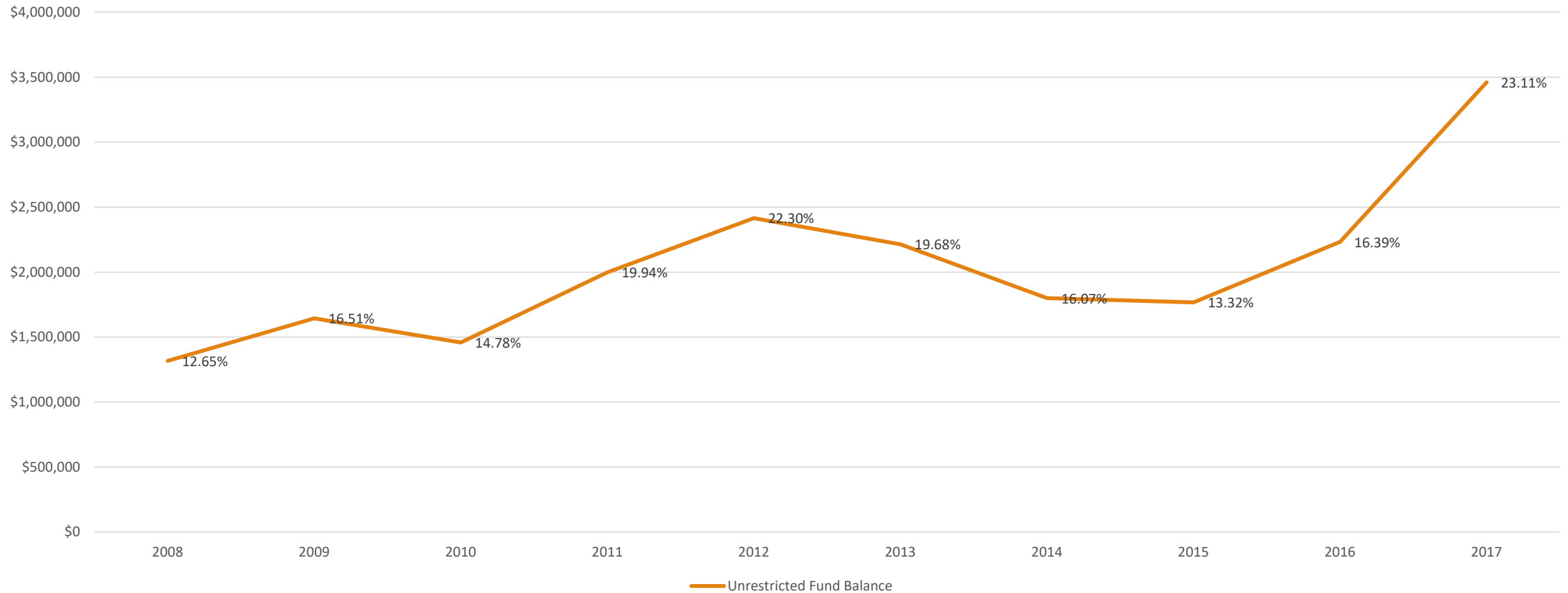


- Personnel Costs
- Class C
- Equipment/Supplies
- Contracts
- Travel
- Other

GENERAL FUND CONTENT



Unrestricted GF Balance (Savings) with % of GF Budget

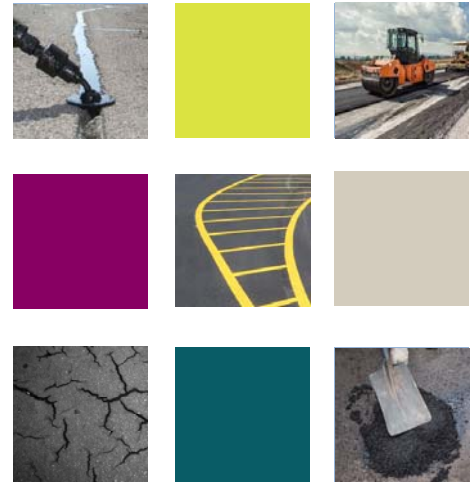


This year (FY2018) the council threw everything in the Road pot we could while not neglecting other needs in the city and we came up with \$1,600,000.



Next year (FY2019) with Class C Funding (\$1,200,000), the Road Fee (\$1,100,000) and a one-time Fund Balance appropriation (\$1,200,000) we hope to use \$3,500,000 this year to really make a dent in our road maintenance problems. \$2,500,000 of that could be ongoing funds for future years.

Kaysville City Roads



What is the need?

Among Kaysville's most noticeable and significant assets is its network of streets. At the same time, this asset also presents the City with one of its most difficult challenges: Helping performance and level-of-service keep pace with increases in network size and ever increasing maintenance costs.

Currently, Kaysville City has a yearly budget of \$1.2 million to maintain its street network. This money is comprised of gas tax money (C-Road, ~\$950,000) and active transportation funding (state sales tax, ~\$250,000) from the state.

In 2016, Kaysville City commissioned the Local Technical Assistance Program (LTAP) to conduct an assessment of the condition of Kaysville City's roads and to offer professional advice on how to best care for said roads.

LTAP conducted a month long survey of all of the public roads in Kaysville, compiled their findings in a report and presented those findings to the City council in early 2017. Within that report, LTAP highlighted the following:

- Kaysville's street network is rapidly approaching over 200 miles in length
- 4.5% of roads are major collectors (IE-200 N, Main St), 11.3% are minor collectors (Crestwood Rd, Sunset Dr) and 84.3% are residential streets
- American Association of State Highway and Transportation Officials (AASHTO) specifies that typical roads should be designed to provide 20 years of traffic loading
- Road work typically falls within 4 categories: Routine (crack sealing), Preventative (slurry or chip seal), Rehabilitation (Mill and Overlay) and Full Reconstruct
- Typically, Preventative maintenance is 1/6th the cost of full reconstruct and it is 1/3rd the cost of rehabilitation
- City's should position themselves to start to make preventative and routine maintenance a higher priority (much like preventative maintenance on a car)
- LTAP recommends that a City maintain an average Remaining Service Life (RSL) of their roads of 10 years
- Kaysville has an average RSL of 9.9 years, but that number will continue to slowly decrease each year unless more work is

Process

August 2016- LTAP survey conducted

February 2017- LTAP presentation to City Council, including Road Fee recommendation

April 2017 – City Council discussion of a Road Fee

June 2017- Kaysville City asked Lewis Young Robertson and Burningham to conduct the fee analysis

January 2018- Open House

February 2018- Further discussion and incorporation of public comment

March 2018- Anticipated City Council vote on the final proposal

Contact information

Email: roadfee@kaysvillecity.com

Website: goo.gl/PrG9hD

- done to care for the roads
- Currently 0.2% of our roads have an RSL of 0 years (terminal status). If Kaysville continues spending \$1.2 million per year, then it's estimated that number will increase to 12% within 5 years
- Construction costs have been increasing ~0.6% per year, while our funding has not been increasing. This means that we are now able to do half as much work as we were able to do in 2003.
- Reversing the current trends and decline requires a paradigm shift (prioritize maintenance) and investing more up front.
- For a street network the size of Kaysville's, a budget of \$3.2 million per year up front was recommended
- LTAP recommended implementing a road fee (as has been done in Fruit Heights, Provo and North Ogden) to bridge the funding gap

Each year, residents of municipalities around the country are assessed property taxes, often leaving many people wondering



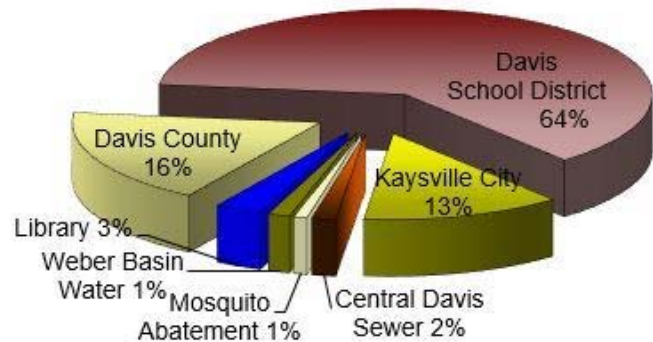
where their taxes go. Here in Kaysville, the County collects property taxes, of which Kaysville City collects roughly 13%. Of that 13%, roughly 19% then goes to Public Works to cover wages, street signs, road salt, plow trucks, pickup trucks, professional services, safety gear and tools/equipment. To better illustrate, if a resident paid \$1,000 in yearly property taxes, roughly \$130 would go to Kaysville City. Of that, \$25

would then go to Public Works to cover the aforementioned costs.

As stated previously, though, the funds for roads are instead coming from active transportation funding and the gas tax. These funds have been the lifeblood of Kaysville's roads for many years, but with soaring construction and material costs, and the potential of declining revenues, that is no longer sufficient. Of particular concern is the fixed amount that the state collects for each gallon of gas. As technological advancements have made way for highly fuel efficient and/or electrical vehicles, the future availability of these funds has come into question.

People may wonder why the City is exploring a fee vs increasing the taxes. While raising taxes as the funding source has some benefit, there are also some potential draw backs as well. Most notably, with a fee, the funds that are collected are fixed to the use for which they were collected. That isn't the case with taxes, as those funds could be allocated for a number of uses.

Several Kaysville City staff members have been engaged in this process with the City Council. They are aware of the needs and difficulties that the City faces, but are also sensitive to the needs of the residents, because the staff involved are just that: residents of Kaysville.



Kaysville Roadwork



Where are we?

- LTAP
 - ~168 miles of road
 - RSL 9.9
 - Costs are rising but funding is not
 - Things can get better or worse



Cont...Where are we?

- Other Cities:
 - Salt Lake goo.gl/k4rhGt
 - Pleasant Grove goo.gl/JNB3w9
 - Highland goo.gl/Go5URj
 - South Weber goo.gl/HGeVPW
 - Provo goo.gl/CepgAu
 - Farmington
 - Fruit Heights
 - North Ogden



How did we get here?

- Massive growth the last 15 years
- Since 2002:
 - 5 new schools, at least 7 new churches, several dozen new businesses
 - Over 10,000 new residents
 - ~33 miles of new roads
- Staffing/funding for roads have not kept pace
- Paradigm shift needed



Where do we go and how do we get there?



Going forward

- Keep our inventory current
- Use better material and methods
- Plan for “targets of opportunity”
- Pavement management plan



Projected Kaysville City Road Funding vs Expenditures

[illegible][illegible]

STAFF REPORT



COUNCIL MEETING DATE: March 15, 2018

ITEM NO.: 8e

TYPE OF ITEM: Work

PRESENTED BY: Shayne Scott, City Manager

SUBJECT/AGENDA TITLE: Road Fee General Discussion

EXECUTIVE SUMMARY:

Further discussion of the proposed Road Utility Fee including final adjustments to the fee and subsequent ordinance scheduled to be adopted at the next meeting. City Staff would like final direction on several items to provide a utility creating ordinance at the April 19, 2018 City Council meeting. Key issues to be decided include:

- 1) Final amounts for Residential Road Utility Charge and including of two separate charges for multi and single family residences as previously proposed.
- 2) Including Public Use in the fee and to what level.
- 3) Consensus on an annual review of the fee to include two specific discussion points
 - a. Specific Deliverables from the Road Utility Fee
 - b. Thorough accounting of the income and expenses in the Road Utility
 - c. The ongoing need to increase, decrease, remove, or maintain the fee.
- 4) The necessity of a "sunset" provision.
- 5) Clarification that this Road Utility Fee and Fund will be established in a similar manner to any other Enterprise Fee or Fund in Kaysville.
- 6) Clarification of whether or not this Fee will be assessed to the city itself.

City staff plan on taking direction in this meeting on these 6 items as well as any others that are raised and will present an ordinance to city council on April 19, 2018 for proposed adoption.

Council Options:

- 1) Present consensus on each item to staff for proper ordinance creation and move this item to next Agenda as an Action item.
- 2) In the absence of consensus, move to keep this item on a subsequent Agenda as a Work item.

Recommended Options: Move this item to April 19, 2018 Action Agenda

Fiscal Impact & Fund Source for Recommended Action: Besides the Fee itself, this item does not have a current fiscal impact.

Attachments: Staff Report