



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on Thursday, December 2, 2021, starting at 7:00 P.M. in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.** A Kaysville Architectural Review Committee Meeting will be held following the Council meeting.

The meeting will be streamed on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com. For those wishing to direct comments to the City Council can do so in-person, or email comments to publiccomment@kaysvillecity.com. Emailed comments will NOT be read out-loud at the meeting. Members wishing to speak during an Action Items or during Call to the Public must sign-up in person before the meeting to speak.

CITY COUNCIL Q&A – 6:30 P.M.

The City Council will be available to answer questions or discuss any matters the public may have.

CITY COUNCIL MEETING – 7:00 P.M.

The agenda shall be as follows:

1. OPENING
 - a. Provided by Council Member Andre Lortz.
2. PRESENTATIONS AND AWARDS
 - a. UDOT Presentation on 200 North At-Grade Crossing.
3. DECLARATION OF ANY CONFLICTS OF INTEREST
4. CONSENT ITEMS
 - a. Approval of Minutes of November 4, 2021.
 - b. Approval of Minutes of November 16, 2021.
 - c. Approval of Minutes of November 18, 2021.
 - d. Appointment of David Hatch as a Historic Preservation Committee member.
5. ACTION ITEMS
 - a. Adoption of the Kaysville City General Plan 2021 – Presented by Wilf Sommerkorn.
 - b. A Resolution amending 3.16 of the Kaysville City Personnel Rules and Regulations regarding the City's paid holidays.
 - c. A Resolution appointing a representative to serve on the Great Salt Lake Scenic Byway Committee.
 - d. An Ordinance amending Title 9 "Public Works" of the Kaysville City Code regarding Streets, Storm Water and Water.
 - e. An Ordinance amending Title 4 of the Kaysville City Code by the addition of Chapter 10, providing for the imposition of a Recreation, Arts, Museum, and Parks (RAMP) tax.
6. WORK ITEMS
 - a. Discussion regarding parking around Davis High School.
7. CALL TO THE PUBLIC (3 MINUTE LIMIT, MUST SIGN UP IN PERSON)
8. COUNCIL MEMBER REPORTS
9. CITY MANAGER REPORT
10. ADJOURNMENT

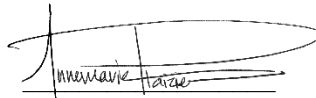
KAYSVILLE CITY ARCHITECTURAL REVIEW COMMITTEE MEETING

The agenda shall be as follows:

1. Opening.
2. Site plan and building review for property located at approximately 630 North Kays Drive – Silver Creek Engineering.
3. Adjournment.

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services, or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235 at least 24 hours in advance of the meeting to be held.

I hereby certify that I posted a copy of the foregoing Notice and Agenda and emailed copies to media representatives on November 24, 2021.

A handwritten signature in black ink, appearing to read "Annemarie Plaizier", written over a horizontal line.

Annemarie Plaizier
City Recorder

KAYSVILLE CITY COUNCIL
November 4, 2021

Minutes of a regular Kaysville City Council meeting held on November 4, 2021 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Katie Witt, Council Member John Swan Adams, Council Member Michelle Barber, Council Member Mike Blackham, Council Member Andre Lortz, and Council Member Tamara Tran

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Information Technology Assistant Jordan Hansen, Community Development Director Lyle Gibson, Public Works Superintendent Josh Belnap, Parks and Recreation Director Cole Stephens, Power Department Superintendent Brian Johnson, Assistant Finance Director Levi Ball, Officer Jared Jensen

OPENING – 7:00 P.M.

Council Member Adams opened the meeting with a prayer and led the audience in the pledge of allegiance.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Mayor Witt asked that Item “3c” be pulled for discussion.

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

- a. Approval of Minutes of October 7, 2021.
- b. Approval of Minutes of October 21, 2021.
- d. A Resolution authorizing an Agreement with City Creek Construction for the Chlorinator Permanent Structure Project.
- e. A Resolution authorizing an Agreement with Corrio Construction for the Ward Road Water Tank Control Valve Project.

The motion was seconded by Council Member Barber.

The vote on the motion was as follows:

Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea

The motion passed unanimously.

C. APPOINTMENT OF BRIAN JOHNSON TO SERVE AS THE POWER SUPERINTENDENT

Mayor Witt introduced Brian Johnson as the new Power Superintendent and stated appreciation for the work he has done with the city so far.

Council Member Lortz made a motion to approve the appointment of Brian Johnson to serve as the Power Superintendent, seconded by Council Member Tran.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

ACTION ITEMS

REZONE OF 1.7 ACRES OF PROPERTY AT 550 EAST 300 SOUTH FROM R-1-8 (SINGLE FAMILY RESIDENTIAL) TO THE PU (PUBLIC USE) ZONING DISTRICT – DAVIS TECHNICAL COLLEGE

Lyle Gibson explained that the Davis Technical College is requesting a rezone of 1.7 acres of property located at 550 East 300 South from R-1-8 to PU. This property was most recently been used as a seminary and institute building for the Church of Jesus Christ of Latter-day Saints. It is located on the north end of the Davis Technical College campus and was recently acquired by the DTC. They are requesting a rezone to the PU zone to match the rest of their campus. They anticipate using this building for educational classroom use.

Council Member Blackham made a motion to approve the request to rezone 1.7 acres of property at 550 East 300 South from R-1-8 (Single Family Residential) to the PU (Public Use) zoning district for the Davis Technical College. Council Member Adams seconded the motion.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea

The motion passed unanimously.

ENACTING SECTION 17-26-4B “INSTRUCTIONAL HOME OCCUPATIONS” OF TITLE 17, PLANNING AND ZONING OF THE KAYSVILLE CITY ORDINANCES

Lyle Gibson explained that city staff has been made aware of interest from residents for a new type of business license that would address a unique way of conducting business from a residential property. The proposed ordinance would allow for not more than four outside instructors or employees to work from a home at one given time. It would also allow for the owner of a business to use a neighbor’s home for their instructional business as long as proof of consent is provided. For example, a resident who would like to teach tennis lessons at a neighbor’s home would be allowed to do so as long as they provide proof of consent. No more than twelve students or clients may be on the site at any given time. Along with their business license application for an Instructional Home Occupation, the applicant must also provide the hours of operation, number of instructors, length and number of sessions, number of students per session, and a plan to handle traffic generated by the business. Instructional Home Occupations are only for businesses that teach a skill or lesson only, and they may not use the home or on-site facility for tournaments or spectator events. Instruction sessions are required to have a minimum of ten minutes between scheduled sessions in order to reduce pick-up or drop-off vehicle congestion. The Planning Commission will review these types of businesses and consider placing further restrictions on the business or property owner to mitigate any potential negative impacts to the neighbors.

Council Member Blackham asked if conditional use permits are reviewed yearly.

Lyle Gibson responded that conditional use permits run with the property but can be tied to a business license. If a complaint is made to the city about a business operation, we will review the complaint and if the business owner doesn’t resolve the issue, their conditional use permit and business license could be revoked. The biggest complaint staff typically receives is in regards to traffic coming to and from a home, and cars parking in a way that blocks driveways or mailboxes.

Council Member Adams suggested moving Item 14 under Section 17-26-4b to Item 1 so that it is more prominent.

Council Member Barber asked if the neighbors receive notification about someone wanting to have a home occupation.

Lyle Gibson responded that a public notice sign is placed in front of the applicant’s home notifying of the proposed business and pending Planning Commission review. If a neighbor has a concern, they typically approach the Planning Commission when they consider the application. However, there are times when a business will grow more than planned, or is run differently than what was stated in the beginning and a conditional use permit has to be reviewed again to see if adjustments should be made.

Council Member Tran commented that Item 2 under 17-26-4b has a typo and should read, “The resident of the dwelling on site need not own or work for the business...”

Council Member Adams made a motion to approve an Ordinance enacting Section 17-26-4b “Instructional Home Occupations” of Title 17, Planning and Zoning of the Kaysville City Ordinances, with the following changes:

1. Item 14 in Section 17-26-4b be moved to be Item 1.

2. The type in Item 2 be corrected to read, “The resident of the dwelling on site need not own or work for the business...”

Council Member Tran seconded the motion.

The vote on the motion was as follows:

Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously.

ACCEPTANCE OF A PROPOSAL FOR AN ARCHITECTURAL ASSESSMENT AND EVALUATION REPORT CONTRACT WITH FFKR

Shayne Scott explained that during the September 2, 2021 City Council meeting, the Council gave direction to staff, the Historic Preservation Committee, and the Kaysville-Fruit Heights Museum Committee to solicit firms to evaluate the old library building with the purposes of coming up with a plan for the building. The Historic Preservation Committee contacted various architecture firms that have specialties in preservation work. Staff, the Historic Preservation Committee, and the Kaysville-Fruit Heights Museum Committee have met with these firms and requested bid proposals for the assessment, and evaluation reports for the building. They have since met and reviewed the two bids supplied. FFKR was selected as the most responsible bid. This is the first step in the process of determining the use of the old library building and potential costs in any preservation work. This is unfunded in the current FY 2022 budget. Staff has submitted a grant application for the FY 2022 Cultural Organization Capital Investment Grant through the Utah Division of Art and Museums. Funding notification of the grant will occur in December 2021. In a worst-case scenario, the City would be responsible for the full \$25,600. The hope is that some funding comes from this grant.

Council Member Adams made a motion to accept the proposal for an Architectural Assessment and Evaluation Report Contract with FFKR, seconded by Council Member Lortz.

Council Member Barber asked if the report would be available for the public to view when completed.

Shayne Scott responded that it would be.

Council Member Blackham said the he would like to see that in the Architectural Assessment and Evaluation Report that they include a clear assessment of the HVAC and plumbing in the building.

Cole Stephens responded that he is working with FFKR and will ensure that the items mentioned are completed as part of the assessment.

The vote on the motion was as follows:

Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea

The motion passed unanimously.

WORK ITEMS

HR MANUAL – PAID PARENTAL LEAVE POLICY

Nic Mills explained that the city desires to recruit and retain quality employees, and has noticed one area of improvement to try to help accomplish this goal. Namely, benefits for new parents. The proposed resolution would authorize paid parental leave when employees have a new birth or adoption. When last discussed, Council had several questions of staff regarding this resolution. First, Council directed Staff to allow the option for use of parental leave as a complete block or in smaller portions. Staff has made this change with the following language: “Employees may take paid parental leave in one continuous period or take the parental leave in smaller periods of time, but must use all paid parental leave during the three-month time frame...” Second, Staff changed the policy to reflect a three-week allowance rather than two weeks. Third, Staff determined that this policy could have been used in the last several years. An informal poll was conducted with the help of department heads and they reported approximately thirty births in the last five years. In other words, about eighteen weeks of paid leave per year for the entire City. Forth, Staff surveyed how other Utah cities were handling parental leave. Staff found that of the eight cities polled, only two of them (Salt Lake City and Provo) offered a parental leave policy. Salt Lake City offered six weeks of paid leave for both parents, and Provo offered 120 hours for a birthing parent, and 40 hours for a non-birthing parent. One of the other cities that we polled, which did not have a policy, mentioned that they had lost employees to other cities that did offer parental leave. Staff also researched if a policy that differentiated between birthing parents and non-birthing parents was prudent. After review, Staff believes that a policy could be crafted, but that removing the gender distinction is the safest course of action.

Mayor Witt commented that because a birthing parent must deal with more physical recovery, she appreciates that the council is considering more parental leave for a birthing parent. This policy is important to consider because we value our employees and this is a reasonable thing to offer.

Council Member Tran thanked those who have been working on this proposal and the research collected. Council Member Tran said she would like to see that adoptive parents be given four weeks for parental leave.

Council Member Barber said that there has been a lot of research done nationwide regarding this topic. They have found that those who had less than eight weeks of maternity leave suffered more health and mental problems. We need to be generous and progressive in the paternity leave we are considering. Council Member Barber said she would recommend allowing six weeks of leave to birthing parents and at least three weeks to non-birthing parents.

Council Member Tran said she would like to see non-birthing and adoptive parents given four weeks as it takes time for both parents to adjust.

Council Member Lortz commented that if we start out too high, it would be hard to reduce that amount in the future. We could always approve a parental leave for lesser weeks and see how it goes. Additional time could be added later.

Council Member Blackham said that he likes how this resolution has been proposed as it is now. Offering three weeks is a lot more than the city has ever offered before. We should start with three weeks and then get some input from employees. It is hard to compare our city to Salt Lake City and Provo because they are much larger cities.

Council Member Barber commented that this is a matter dealing with people's health and it is worth being generous in this policy.

Council Member Adams said that three weeks might sound long for a non-birthing parent, especially for those who might have to cover their job position temporarily while the parent is on leave.

Council Member Lortz commented that there is rational reason to differentiate leave time between a birthing and non-birthing or adoptive parent. It does not seem like a non-birthing parent would need as much paternity leave.

Council Member Barber made a motion to move a Resolution enacting paid parental leave to an action item with the condition that birthing parents be given six weeks of paternity leave, and non-birthing or adoptive parents be given three weeks. The motion was seconded by Council Member Adams.

Council Member Blackham said that six weeks seems like too much time to be offering paternity leave.

Council Member Blackham made a substitute motion to move a Resolution enacting paid parental leave to an action item with the condition that birthing parents be given four weeks of paternity leave, and non-birthing parents or adoptive parents be given three weeks. The motion was seconded by Council Member Lortz.

The vote on Council Member Blackham's motion was as follows:

Council Member Barber, nay
Council Member Blackham, yea
Council Member Adams, nay
Council Member Tran, nay
Council Member Lortz, yea

The motion failed with a vote of three to two.

The vote on the original motion was as follows:

Council Member Blackham, nay
Council Member Adams, yea
Council Member Tran, nay
Council Member Lortz, yea
Council Member Barber, yea

The motion passed with a vote of three to two.

Council Member Barber commented that the paternity leave could be taken in increments to help a parent transition back to work better.

HR MANUAL – PERSONAL TIME OFF (PTO) PROPOSAL

Shayne Scott explained that the City recently discussed some potential changes to the personnel policy regarding leave. Staff received direction to explore the potential of transitioning to a paid time off (PTO) policy instead of concurrent vacation and sick leave policies. This resolution would amend the City's existing policies and remove some antiquated leave policies. Staff is currently proposing that this go into effect, if approved, starting on January 1st.

Council Member Adams asked about employees getting time off.

Shayne responded that employees would still need to get approval from their department heads for time off, which is no different from what is being implemented currently.

Council Member Lortz asked about existing employee sick leave and vacation time.

Shayne Scott explained that they would be combined into PTO, which will be capped at 320 hours for regular employees. The excess will go towards a short-term sick leave as we transition over. The short-term sick leave will technically have a cap as well, but current employees whose time would exceed that cap as well would be grandfathered in so they wouldn't lose any time accrued.

Council Member Lortz asked how this compares to current employee benefits.

Nic Mills responded that employees would be accruing the same amount of time, but instead of being separated, their sick and vacation leave will be combined.

Council Member Lortz asked about the short-term medical leave.

Shayne Scott explained that there have been times that employees have saved up their sick leave just in case of emergency. This short-term sick leave is a way for employees to have that assurance that if they have an illness or injury that causes them to need to use more than 80 hours PTO or other leave, they can use the short-term medical leave. This proposal allows employees to take time off without abusing sick leave. Employees will be required to take at least five PTO days during the year or risk losing those hours.

Council Member Lortz suggested that the city look into providing a long-term disability benefit for employees.

Council Member Lortz made a motion to move a Resolution amending the city's paid leave policies to an action item, seconded by Council Member Tran.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

HR MANUAL – EARLY RETIREMENT INCENTIVE PROPOSAL

Shayne Scott explained that over the past year, an effort was made to evaluate Kaysville City benefits and other non-payroll related benefits. This was done through an ad-hoc committee of employees known as the Employee Morale Committee or EMC. One recommendation that came from this committee is to incentivize an employee that may desire to retire but continues to work due to health insurance requirements. The purpose of the current proposal is to help to retain and promote good employees, to recognize time and contributions from valuable Kaysville City employees, to allow a higher salaried individual to retire while capturing savings in a replacement, and to allow management throughout the city an opportunity to prepare, mentor and have a succession plan. The proposed change to the personnel manual allows retiring employees to be compensated for up to two years of health insurance benefits available to all other city employees, and for their spouse, as long as they are retiring with an official filing with the Utah Retirement System, the employee provides at least three months' notice of retirement, and that the employee doesn't qualify for any other employer or government-funded health insurance coverage.

Council Member Lortz made a motion to move the early retirement incentive proposal to an action item, seconded by Council Member Barber.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea

The motion passed unanimously.

CALL TO THE PUBLIC

Nothing was brought under this item.

COUNCIL MEMBER REPORTS

Council Member Barber commented that she appreciates all those who voted for the RAMP tax, and that will begin to be collected in April 2021.

Council Member Lortz said that Kaysville Gives will be beginning soon and as part of that program, the City Council will be participating in the “Fill the Fire Truck” event on December 4th from 10:00 a.m. to noon at the Kaysville Fire Station.

ADJOURNMENT

Council Member Blackham made a motion to adjourn the City Council meeting at 8:16 p.m., seconded by Council Member Adams and passed unanimously.

DRAFT

KAYSVILLE CITY
REDEVELOPMENT AGENCY BOARD MEETING
November 4, 2021

Minutes of a Kaysville City Redevelopment Agency Board Meeting held on November 4, 2021 at 8:16 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 East Center Street, Kaysville, UT.

Board Members present: Chairperson Katie Witt, John Swan Adams, Michelle Barber, Mike Blackham, Andre Lortz and Tamara Tran

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Information Technology Assistant Jordan Hansen, Public Works Superintendent Josh Belnap, Parks and Recreation Director Cole Stephens, Assistant Finance Director Levi Ball, Officer Jared Jensen

OPENING

Chairperson Witt opened the meeting by welcoming those present.

A RESOLUTION DESIGNATING A SURVEY AREA, AUTHORIZING THE PREPARATION OF A DRAFT COMMUNITY REINVESTMENT PROJECT AREA PLAN, AND AUTHORIZING AND DIRECTING ALL NECESSARY ACTION BY THE AGENCY

Shayne Scott explained that city staff has been working on how the city might be able to conduct redevelopment within the city and would like to conduct project area investment activities in the area proposed tonight. This would allow the city's Redevelopment Agency to begin the process of adopting a project area plan. The Survey Area shown on the proposed map requires study to determine whether redevelopment is feasible. Through the proposed resolution, it would allow Staff to prepare a draft Community Reinvestment Project Area Plan and Budget, including notifying taxing entities and participants.

Board Member Lortz commented that he would like to see the map include more area east along 200 North.

Board Member Blackham asked about the process when projects are proposed.

Shayne responded that each project would be reviewed by on a case-by-case basis. If the city wanted to offer incentives it would be completely negotiable based on what the Agency members would like to do. Even if a project is proposed that is not being shown on this map could still be considered. This plan will ultimately provide more opportunities for businesses to invest here.

Board Member Barber made a motion to approve a Resolution designating a Survey Area,

authorizing the preparation of a draft Community Reinvestment Project Area Plan, and authorizing and directing all necessary action by the agency, seconded by Board Member Tran.

Board Member Blackham said that he wanted assurance that the Redevelopment Agency would have the ability to come back on speak on each proposal.

Shayne Scott said that the Redevelopment Agency would be making all decisions on these projects and presenting it to applicable entities.

A vote on the motion was as follows:

Board Member Barber, yea
Board Member Blackham, yea
Board Member Adams, yea
Board Member Tran, yea
Board Member Lortz, yea

The motion passed unanimously.

ADJOURNMENT

Board Member Adams made a motion to adjourn the Kaysville City Redevelopment Agency Board Meeting at 8:23 p.m., seconded by Board Member Lortz and passed unanimously.

KAYSVILLE CITY COUNCIL
November 16, 2021

Minutes of a special Kaysville City Council meeting held on November 16, 2021 at 5:30 p.m. in the Council Chambers in Kaysville City Hall, 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Katie Witt, Council Member John Swan Adams, Council Member Andre Lortz, and Council Member Tamara Tran

Excused: Council Member Mike Blackham

Others Present: City Recorder Annemarie Plaizier

OPENING

Mayor Witt opened the meeting.

CANVASS THE RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 2, 2021

CANVASS THE RETURNS OF THE ELECTION HELD ON NOVEMBER 2, 2021 WITH REGARD TO THE RAMP TAX

Mayor Witt explained that the City Council acts as the Board of Canvassers and therefore must approve the results of the 2021 Municipal General Election. The results have been provided to the Council by the Davis County Elections Office.

Council Member Lortz made a motion to approve the election results of the General Election held on November 2, 2021, as prepared by the Davis County Clerk/Auditor's Office, seconded by Council Member Tran.

The vote on the motion was as follows:

Council Member Barber, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea

The motion passed unanimously.

Council Member Lortz made a motion to approve the returns of the election held on November 2, 2021 with regard to the RAMP tax, seconded by Council Member Adams.

Mayor Witt thanked all those on the council and within our community who helped to support this proposed RAMP tax.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

ADJOURNMENT

Council Member Tran made a motion to adjourn the Board of Canvassers meeting at 5:35 p.m., seconded by Council Member Lortz and passed unanimously.

DRAFT

KAYSVILLE CITY COUNCIL
November 18, 2021

Minutes of a regular Kaysville City Council meeting held on November 18, 2021 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Katie Witt, Council Member John Swan Adams, Council Member Michelle Barber, Council Member Mike Blackham, Council Member Andre Lortz, and Council Member Tamara Tran

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Information Systems Manager Ryan Judd, Public Works Superintendent Josh Belnap, Sgt. Jeremy Owens, Parks and Recreation Director Cole Stephens, Abbigayle Hunt, Perry Oaks, Stephen Lyon

OPENING – 7:00 P.M.

Council Member Blackham opened the meeting with a prayer and led the audience in the pledge of allegiance.

PRESENTATIONS AND AWARDS

PROCLAMATION DECLARING NOVEMBER 27, 2021 AS SMALL BUSINESS SATURDAY

Mayor Witt read a proclamation declaring November 27, 2021 as Small Business Saturday and encouraged residents to support small businesses on Small Business Saturday, and throughout the year.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

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

- a. A Resolution adopting the Davis County Natural Hazard Mitigation Plan.
- The motion was seconded by Council Member Barber.

The vote on the motion was as follows:

Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea

The motion passed unanimously.

ACTION ITEMS

A RESOLUTION ADOPTING AND APPROVING A POLICY ESTABLISHING A PARENTAL LEAVE POLICY

Nic Mills said that the council reviewed this proposed resolution enacting a paid parental leave policy and recommended that the policy be changed so that birthing parents be given six weeks of paternity leave, and non-birthing or adoptive parents be given three weeks. In the past five years, we have had two part-time employees that have given birth and would have qualified for the full six weeks. We have an additional employee that will give birth in 2022.

Council Member Barber made a motion to approve a Resolution adopting and approving a policy establishing a Parental Leave Policy, seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

Mayor Witt thanked all of those who have been working on this policy and the council for having a good discussion about this topic. We will be trendsetters by approving this and it makes good common sense to want to take care of our employees and their families.

A RESOLUTION AMENDING SECTION 2.17 “RETIREMENT” OF THE KAYSVILLE CITY PERSONNEL RULES AND REGULATIONS

Shayne Scott explained that over the past year, an effort was made to evaluate Kaysville City benefits and other non-payroll related benefits. One recommendation that came from this is to incentivize an employee that may desire to retire but continues to work due to health insurance requirements. The proposed change to the personnel manual allows retiring employees to be compensated for up to two years of health insurance benefits available to all other city employees, and for their spouse, as long as they are retiring with an official filing with the Utah Retirement System, the employee provides at least three months’ notice of retirement, and that the employee doesn’t qualify for any other employer or government-funded health insurance coverage.

Council Member Lortz made a motion to approve a Resolution amending Section 2.17 “Retirement” of the Kaysville City Personnel Rules and Regulations, seconded by Council Member Tran.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea

The motion passed unanimously.

A RESOLUTION AMENDING SECTION 4 OF THE KAYSVILLE CITY PERSONNEL RULES AND REGULATIONS REGARDING THE CITY'S PAID LEAVE POLICIES

Shayne Scott explained that the city recently discussed some potential changes to the personnel policy regarding leave. Staff received direction to explore the potential of transitioning to a paid time off policy instead of concurrent vacation and sick leave policies. This resolution would amend the City's existing policies and remove some antiquated leave policies.

Council Member Blackham said that these decisions would not affect the Council and asked if employees had been notified of this proposal and if they had provided any input.

Shayne Scott responded that it started out just being looked at administratively, but it was taken to the employee morale committee as well as presented to the department heads. Department heads were asked to speak to the employees about this. It was also mentioned at a recent staff meeting.

Council Member Tran made a motion to approve a Resolution amending Section 4 of the Kaysville City Personnel Rules and Regulations regarding the city's Paid Leave Policies, seconded by Council Member Lortz.

The vote on the motion was as follows:

Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously.

WORK ITEMS

A DISCUSSION ABOUT KAYSVILLE CITY'S PAID HOLIDAYS

Shayne Scott explained that in 2021 the Federal Government recognized Juneteenth as a Federal Holiday to be celebrated on June 19th each year. Because of this, several Kaysville City employees have asked how this affects our Holiday schedule, if at all. Some option the council could consider include adding an additional holiday to the already accepted holidays. Currently there are twelve, and this would be adding a thirteenth holiday. The council could also do nothing and Juneteenth would not be celebrated as a Kaysville City Holiday. Finally, the council could also swap

Juneteenth for another existing holiday. For example, Columbus Day might be a holiday that could be exchanged for Juneteenth.

Mayor Witt commented that if this is a Federal Holiday it only makes sense for Kaysville to recognize it as well. We shouldn't swap out any other holidays for it.

Council Member Blackham said that he would prefer to not add another holiday. With all the time employees already have available to take off, it doesn't seem necessary to add another holiday.

Council Member Barber asked if this had been discussed with the employee committee.

Shayne Scott responded that it had not been yet. This was brought up by some employees that wondered what the city would do with the holiday.

Council Member Barber made a motion to move this item to an action item, with the direction that Staff obtain feedback from the employees in regard to swapping Juneteenth for another holiday, seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea

The motion passed unanimously.

A RESOLUTION APPOINTING A REPRESENTATIVE TO SERVE ON THE GREAT SALT LAKE SCENIC BYWAY COMMITTEE

Shayne Scott explained that the Great Sale Lake Scenic Byway Committee has requested that the city appoint a member to serve on this committee and to do that by resolution. Mayor Katie Witt, who will not be Mayor in January, has expressed interest in serving on this committee on behalf of the city. This is more than acceptable to city staff.

Council Member Lortz made a motion to move this item to an action item, seconded by Council Member Barber.

The vote on the motion was as follows:

Council Member Barber, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea

The motion passed unanimously.

UPDATES TO CHAPTERS 2, 3 AND 4 OF TITLE 9 “PUBLIC WORKS” OF THE KAYSVILLE CITY ORDINANCES

Josh Belnap explained that for the last couple of years, Public Works has spent considerable time working with outside consultants, other municipalities, elected officials, Community Development staff and the City Attorney to review the city’s construction standards and ordinances regarding the city’s streets, storm water and drinking water infrastructure. In addition to changes that have already been adopted regarding Low Impact Development (LID), summer water usage and the city’s construction standards, Staff has also identified the proposed changes to Title 9 as well as the excavation permit. These proposed changes are aimed at better protecting the longevity of newly paved or surfaced streets, and enhancing water quality for both storm drain and drinking water.

Council Member Blackham suggested that there be clarification on the excavation permit regarding which standards would be required for street cuts with asphalt less than four years old, and asphalt that is older.

Council Member Blackham made a motion to move this item to an action item, with the suggested clarification as mentioned. The motion was seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

CALL TO THE PUBLIC

Nothing was brought under this item.

COUNCIL MEMBER REPORTS

Council Member Adams said that as part of Kaysville Gives, the City Council would be participating in the “Fill the Fire Truck” event on December 4th from 10:00 a.m. to noon at the Kaysville Fire Station. Residents can also start to obtain gift tags of items that are needed for the Kaysville Gives program.

CITY MANAGER REPORT

Shayne Scott said that tonight the Jazz team was recognizing a young man that was part of Kaysville’s Jr. Jazz program.

Council Member Barber added that one of the Recreation employees had sent a picture of the

young man to the Jazz and they invited him to the game. This is a great example of how our staff supports the kids in the community.

ADJOURNMENT

Council Member Blackham made a motion to adjourn the City Council meeting at 7:38 p.m., seconded by Council Member Adams and passed unanimously.

DRAFT

STAFF REPORT



COUNCIL MEETING DATE: December 2, 2021

TYPE OF ITEM: Action

SUBJECT/AGENDA TITLE: A resolution amending 3.16 of the Kaysville City Personnel Rules and Regulations regarding the City's Paid Holidays

EXECUTIVE SUMMARY: In 2021 the Federal Government recognized Juneteenth as a Federal Holiday to be celebrated on June 19th each year. Because of this, several Kaysville City employees have asked how this affects our Holiday schedule, if it does at all. Some options for the council to consider include:

- Adding an additional Holiday to the already accepted Holidays. Currently there are 12. This would be a 13th Holiday.
- Do nothing and Juneteenth will not be celebrated as a Kaysville City Holiday
- Swap Juneteenth for another existing Holiday. Columbus Day might be a Holiday that could be exchanged for Juneteenth, for example.

During the Work discussion, the council asked to discuss Option 3 with city staff. After meeting with Department Heads as well as the Employee Morale Committee, we are ready to report to council on a general consensus.

Council Options: 1) Adopt this HR Manual Change with direction as to which Holidays to include; 2) Decline to Adopt this item, thus ensuring that Holidays will stay the same for 2022.

Recommended Options: Staff recommends that the City Council weigh the pros and cons of each possibility.

Fiscal Impact & Fund Source for Recommended Action: City Staff anticipates no costs to the City based on the passage of this resolution.

RESOLUTION 21-~~XX-XX~~

A RESOLUTION ADDING AN ADDITIONAL CITY HOLIDAY

WHEREAS, the Kaysville City Council desires to celebrate the emancipation of African-Americans by allowing employees a holiday on June 19th; and

WHEREAS, June 19th is a federal holiday known as Juneteenth; and

WHEREAS, it is deemed to be in the best interest of the citizens of Kaysville City to adopt and approve the policy outlined below.

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

1. The Kaysville City Personnel Policy and Regulations Section is hereby amended as follows:

3.16 Holidays

The following days have been designated by the City Council as paid holidays:

New Years Day	January 1st
Civil Rights Day	3rd Monday in January
Presidents Day	3rd Monday of February
Memorial Day	Last Monday of May
Juneteenth	June 19
Independence Day	July 4th
Pioneer Day	July 24th
Labor Day	1st Monday of September
Columbus Day	2nd Monday in October
Veteran's Day	November 11
Thanksgiving Day	4th Thursday of November
Friday after Thanksgiving	Friday following Thanksgiving
Christmas Day	December 25th

When a holiday falls on a Saturday, it shall be observed on the preceding workday. When it falls on Sunday, it shall be observed the following workday.

Holidays may be rescheduled by a department head for the Department in special circumstances with the approval of the City Manager.

In lieu of receiving the above designated paid holidays public safety and fire personnel will be granted holiday time annually to be used at their discretion. If the employee leaves service during the calendar year, the holiday leave will be reconciled to the date of termination.

2. This resolution shall take place immediately upon passage.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this **2nd** day of December, 2021.

Katie Witt, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

RESOLUTION 21-~~XX-XX~~

A RESOLUTION AMENDING THE HOLIDAYS OBSERVED BY THE CITY

WHEREAS, the Kaysville City Council desires to celebrate the emancipation of African-Americans by allowing employees a holiday on June 19th; and

WHEREAS, June 19th is a federal holiday known as Juneteenth; and

WHEREAS, the City is not attempting to make any statements about the value of either Columbus Day or Juneteenth, but is merely making an administrative decision to celebrate great accomplishments in our country without adding to the costs imposed by city holidays; and

WHEREAS, it is deemed to be in the best interest of the citizens of Kaysville City to adopt and approve the policy outlined below.

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

1. The Kaysville City Personnel Policy and Regulations Section is hereby amended as follows:

3.16 Holidays

The following days have been designated by the City Council as paid holidays:

New Years Day	January 1st
Civil Rights Day	3rd Monday in January
Presidents Day	3rd Monday of February
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Thanksgiving Day	4th Thursday of November
Friday after Thanksgiving	Friday following Thanksgiving

Christmas Day	December 25th
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When a holiday falls on a Saturday, it shall be observed on the preceding workday. When it falls on Sunday, it shall be observed the following workday.

Holidays may be rescheduled by a department head for the Department in special circumstances with the approval of the City Manager.

In lieu of receiving the above designated paid holidays public safety and fire personnel will be granted holiday time annually to be used at their discretion. If the employee leaves service during the calendar year, the holiday leave will be reconciled to the date of termination.

2. This resolution shall take place immediately upon passage.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this **2nd** day of **December, 2021**.

Katie Witt, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

STAFF REPORT



COUNCIL MEETING DATE: December 2, 2021

TYPE OF ITEM: Action

SUBJECT/AGENDA TITLE: A resolution appointing a member to serve on the Great Salt Lake Scenic Byway Committee

EXECUTIVE SUMMARY: The Great Salt Lake Scenic Byway Committee has requested that the City appoint a member to serve on this committee and to do that by resolution. Mayor Katie Witt, who will not be Mayor in January, has expressed interest in serving on this committee on behalf of the City. This is more than acceptable to city staff.

Council Options: 1) Adopt this Resolution as presented 2) Adopt this Resolution with any recommended changes 3) Decline to Adopt this Resolution

Recommended Options: Staff recommends that the City Council Adopt this Resolution as presented.

Fiscal Impact & Fund Source for Recommended Action: City Staff anticipates zero costs to the City based on the eventual passage of this resolution.

RESOLUTION 21-__-__

**A RESOLUTION APPOINTING THE KAYSVILLE CITY REPRESENTATIVE TO
THE GREAT SALT LAKE LEGACY PARKWAY SCENIC BYWAY COMMITTEE**

WHEREAS, The Great Salt Lake Legacy Parkway Scenic Byway Committee adopted formal bylaws on December 10, 2008; and

WHEREAS, the bylaws provide that Kaysville City may appoint a voting member to the Committee; and

WHEREAS, Kaysville City wants a voting member on the Committee.

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

1. Katie Witt is appointed to serve as the Kaysville representative on the committee.
2. This resolution shall become effective immediately upon passage.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this **2nd** day of **December, 2021**.

Katie Witt, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

CITY COUNCIL STAFF REPORT



COUNCIL MEETING DATE: December 2, 2021

TYPE OF ITEM: Action

SUBJECT/AGENDA TITLE: Updates to City Ordinance: Chapters 2, 3 and 4 of Title 9 – Public Works

EXECUTIVE SUMMARY:

For the last 2 years, Public Works has spent considerable time working with outside consultants, other municipalities, elected officials, Community Development staff and the City Attorney to review the City's construction standards and ordinances regarding the City's streets, storm water and drinking water infrastructure.

In addition to changes that have already been adopted regarding Low Impact Development (LID), summer water usage and the City's construction standards, staff has also identified the following changes to Title 9 and the excavation permit that are recommended for review and adoption (underlined in red). These proposed changes are aimed at better protecting the longevity of newly paved or surfaced streets, and enhancing water quality for both storm drain and drinking water.

Council Options: 1) Approve the proposed amendments to Title 9; 2) Approve the Ordinance with any recommended changes; (3) Decline to Adopt this item.

Recommended Options: Move to action.

Fiscal Impact & Fund Source for Recommended Action: NA.

ORDINANCE 21-__-__

AN ORDINANCE AMENDING TITLE 9 OF THE KAYSVILLE CITY CODE REGARDING STREETS, STORM WATER, AND WATER; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Public Works department has reviewed the City Code and found that improvements could be made to enhance the enforcement and clarity of the code as it relates to storm water, culinary, and secondary water concerns; and

WHEREAS, the proposed amendments would help assure that the City's critical infrastructure including streets, water, and storm water systems are properly installed and maintained; and

WHEREAS, the City Council of Kaysville finds it to be in the best interest of its citizens to amend the code to reflect the proposed changes.

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

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

SECTION II: Enactment. Title 9 shall be enacted to read as follows:

9-2-9 Excavations

1. Any work impacting City owned rights of way, infrastructure, or other properties shall require prior written approval (permit). Work includes, but is not limited to, excavations, potholes, bores, paving, constructing or modifying pipelines or conduits, or otherwise altering pavements, curbs, gutters, surfaces or underground utilities. In accordance with all requirements, including (but not limited to) the provisions stated in the permit and Division 5b of the Kaysville Technical Specifications, the applicant shall also:
 - a. Proceed in accordance with City standards and specifications;
 - b. Indemnify and hold the City harmless from any and all claims or damages arising out of or occasioned by their work;
 - c. Restore, at their own expense, any impacts in accordance with the permit and City standards and specifications, unless otherwise directed by the City;
 - d. Not unreasonably interfere with the access and use of the City streets or sidewalks by the traveling public, or the rights of those having existing easements adjacent to or therein. Access must be properly maintained, including (but not limited to) being free of depressions, bumps, obstacles, debris, or any other impediment to safe access or travel. For accesses not properly maintained, a fee shall be assessed;
 - e. Provide a cash or escrow bond, based on the extents or dimensions of the work or its impact, as determined by the City;
 - f. Pay the necessary fees, based on the extents or dimensions of the work or its impact, as determined by the City. Failure to comply with the requirements of the permit shall result in additional fees, as stated in the provisions therein, and may be deducted from the bond, as determined by the City;
 - g. All other requirements deemed necessary by the City.

2. Upon receipt of the application for a permit, the City shall make any necessary inquiries or inspections of the site and then approve or disapprove the same.
3. Following approval of the permit and during performance of work and any restoration, the City shall inspect, as often as necessary, the site detailed within the permit application. Where it is determined that the site is not in compliance with these provisions or those stated within the permit, non-compliant work may require removal and replacement, forfeiture of bond, voluntary additional warranty periods or other remedies as deemed necessary in the sole discretion of the City.
4. A moratorium of four years shall be applied to all new public streets, public streets that have been reconstructed or that have been overlaid, prohibiting cutting into, altering or excavating within that public street. If cutting into, altering or excavating within a public street right of way is unavoidable, as determined by the Public Works Superintendent, the Special Restoration Standard shall apply to all work done that occurs during this moratorium, or for the specified period of time after the moratorium ends. This Standard exists to protect the integrity and prolong the service life of public streets. Applicable public streets must be restored to the following Special Restoration Standard:
 - a. New public streets, reconstructed public streets, or overlaid public streets: During the moratorium, and for a period of an additional three years after its conclusion, once an excavation has been backfilled but prior to paving, the asphalt shall then be cut full depth and removed for three feet in each direction from the edge of the original cut. Special care shall be taken to minimize impacting the base and subgrade during this removal. Substantial disturbance, as determined by the Public Works Inspector, may require additional compaction or earthwork. After paving, all edges or cold joints must be crack sealed.
 - b. Public streets with preventative maintenance treatments: For a period of three years after the placement of a treatment, an area not less than one foot in all directions, from the edge of the repaved surface shall have the same type of treatment reapplied, or another treatment as approved by the City. Prior to reapplication of the treatment, all edges must first be crack sealed. In cases where the amount of reapplied treatment required is less than two hundred square feet, the applicant may request to provide funds to the City in lieu of treatment, with the amount to be approved by the City Engineer and based on the average of at least two bids for such a treatment, plus fifteen percent. These funds would be used at a later date, at the City's discretion and availability, to reapply a treatment. If funds are provided to the City, all edges must still be crack sealed by the applicant.
 - c. Requirements under the Permit: The Special Restoration Standard requirements, as detailed above, are a minimum, and are in addition to any other requirements set forth in the Excavation Permit or the Technical Specifications and Drawings.
5. The City may reject or delay the approval of a permit based on various factors, including (but not limited to) precipitation, temperatures, impact to the public or other utilities because of the timing, or other specific factors applicable. Double bond rates shall apply for any cuts or excavations made in public streets between October 15th and April 15th.

9-3a-1 Storm Water Official

1. **Storm Water Official:** The Storm Water Official shall be responsible for ensuring and performing, or causing to be done, all proper documentation, management, maintenance, repairs, inspections, enforcement, mapping and approving connections in regards to the City's storm drainage system. The Storm Water Official, or their designee, shall:

- a. Have police powers relating to enforcement of code, rules and regulations, and shall have power to order all work stopped on construction or activities when such work is being done in violation of any provision of any ordinance relating thereto, or in violation of City ordinances, permit requirements or State storm water laws or regulations. Such order shall be in writing and should indicate the violation, the authority of the Storm Water Official, and be posted in a conspicuous location on the work site. It is unlawful for any person to continue to work on any project so posted or for any person to remove, without the consent of the Storm Water Official, any stop work order from any work site. Work shall not be resumed after the issuance of such order except by written permission from the Storm Water Official.
- b. Have the power to draw on the performance deposit to cause violations to be resolved. A stop work order may be issued if the deposit amount is depleted, and work shall not resume until the deposit amount is replenished in full.
- c. Have the power to enter onto any project site where ground is being disturbed, for the purpose of making routine inspections at any reasonable hour. In the case of an emergency, the Storm Water Official may inspect the site at any time. The Storm Water Official's entry powers shall include the right to enter upon all public and private properties to inspect all facilities that relate to storm water.

9-3b-1 UPDES Permit Required

1. Except as otherwise exempted under [KCC 9-3b-2](#), any person or entity proposing any development, land disturbance or construction activity within the City that either disturbs greater than one acre, or less than one acre that is part of a common plan of development whose overall size is greater than one acre, or is determined by the Storm Water Official to have an elevated hazard potential shall be required to obtain a UPDES Permit from the State, which includes the preparation of a Storm Water Pollution Prevention Plan (SWPPP). Proof that this permit has been obtained shall be submitted to the City. Such proof shall include a copy of the approved Notice of Intent (NOI) and a copy of the SWPPP. A UPDES permit is required to be obtained prior to the issuance of any demolition, excavation, land disturbance, building, site plan, land use, or subdivision permit or approval of any development or construction activity within the City.
2. UPDES Permits shall not be transferable or assignable and work shall not be performed under a permit in any place other than that specified in the permit. Nothing contained herein shall prohibit a permittee from subcontracting the work to be performed under a permit, provided that the holder of the permit shall be and remain responsible for the performance of the work under the permit and for all bonding, insurance and other requirements of this Title. Subcontractors shall be appropriately licensed, insured and bonded.
3. Any approved UPDES Permit, SWPPP and all related documents and plans shall be available at the project site or readily accessible electronically.

9-3b-2 Exemptions

A UPDES Permit is not required for the following activities:

1. Any emergency activity that is immediately necessary for the protection of life, property, or natural resources; or
2. Existing nursery and agricultural operations conducted as a permitted main or accessory use.

3. Developments, land disturbances or construction activities that are less than one acre and not part of a larger common plan of development (whose overall size is not greater than one acre) and have not been determined by the Storm Water Official to have an elevated hazard potential.

9-3b-3 Adequacy And Execution Of SWPPP

The Storm Water Official or City Engineer may review all UPDES Permit NOIs and SWPPPs for compliance with the terms and conditions of this Chapter. In the event the submitted NOI or SWPPP fails to meet the terms and requirements of this Chapter, the Storm Water Official or City Engineer may require additional information or impose additional conditions and requirements on the proposed construction activities to the extent necessary to bring the application or plan into compliance with the terms and purposes of this Chapter. Failure to comply with the terms and conditions of this Title shall be grounds for denial of any building, development, land use, subdivision or land disturbance permits or approvals.

Before work has commenced, BMPs identified on the SWPPP shall be installed and continue to be maintained properly as determined by the Storm Water Official, and shall be subject to inspections by the Storm Water Official or other Authorized Enforcement Agent as allowed under this Title. Failure to properly install and maintain appropriate storm water BMPs may result in penalties as detailed in KCC 9-3a-2.

9-3c-9 Stockpiling On Streets

It is unlawful for any person or entity to dump, place or otherwise stockpile construction, yard improvement materials, debris or any other items on the street, gutter, parkway, sidewalk or in any drainage channel (natural or man-made) that shall impede or obstruct the function of such, or that violates State or Federal water quality requirements or may damage such surface. This includes, but is not limited to, access ramps across the existing curb and gutter, stockpiling of topsoil or other fill material, stockpiling of sand, gravel, landscape rock, bark, mulch or any other material that may cause impact or damage, or be considered a source of pollution in the storm drainage system. The storage or stockpiling of items or materials that do not impede the function of infrastructure, do not violate State or Federal water quality requirements, and will not damage the surface shall be permitted for no longer than forty-eight (48) hours. Asphalt or concrete debris and rock larger than three (3) inches in diameter shall not be stockpiled in any City right of way at any time.

9-3d-1 Notification Of Spills

1. All persons in charge of a project, development, or facility or responsible for emergency response for a project, development or facility are responsible to train personnel, maintain records of such training and maintain notification procedures to assure that immediate notification is provided to the City upon becoming aware of any suspected, confirmed or unconfirmed release of material, pollutants or waste that creates a risk of discharge into the City's storm drainage system.
2. As soon as any person in charge of a project, development, or facility or responsible for emergency response for a project, development or facility has knowledge of any release of materials as described in Subsection (1), such person shall take all necessary steps to ensure the containment and cleanup of such release and shall immediately notify the City Storm Water Official or their designee.
3. The notification requirements of this Section are in addition to any other notification requirements set forth in federal, state, or local laws or regulations.

9-3d-8 Private Storm Water Facilities

1. In instances on private property, or outside of City right of way, where utilities are proposed for collecting, conveying, detaining, or treating storm water or ground water, and said water ultimately flows into a storm drainage system located within City right of way, the owner(s) of said utilities shall:
 - a. Be required to first submit construction drawings stamped by a licensed professional engineer that detail the proposed installation, with supporting calculations. Construction of the private utility, its discharge volumes and general function shall comply with the requirements existing codes, laws and regulations.
 - b. Be required to obtain a Storm Water Maintenance agreement detailing the ownership and maintenance requirements prior to any land disturbance. This agreement shall be recorded with the Davis County Recorder's Office.
 - c. Bear the cost and responsibility of installing and maintaining all private utilities and their connections to the City owned storm drainage system.
2. The owner(s) of a private utility shall be liable for the private utility, its maintenance, the water within it, and any impacts from said water or utility.
3. Any private utility that does not have a Storm Water Maintenance Agreement, but that was installed with approval from the City prior to the effective date of this chapter shall be allowed to continue operating, but shall not be altered without a storm water maintenance agreement.
4. Any private utility found to pose a significant hazard to property, public health or environmental quality, or that is found in violation of any laws or regulations regarding water quality shall be required to remedy any applicable deficiencies or halt any activities constituting or resulting in a violation of State laws or regulations, in accordance with the requirements of subsections (a)-(c) of this chapter. Failure to remedy deficiencies or halt said activities may result in the removal of the connection to the City storm drainage system and any applicable penalties.
5. Violations of this chapter may result in the private utility losing its ability to connect with or discharge into the storm drainage system, and may also result in penalties and fees.

9-4-1 Water Official

1. The Water Official shall be responsible for ensuring/performing, or causing to be done, all proper documentation, management, maintenance, repairs, inspections, enforcement, mapping and approving connections in regards to the City's drinking water system. The Water Official, or their designee, shall:
 - a. Have police powers relating to enforcement of code, rules and regulations, and shall have power to suspend connections or order work on the City's drinking water system stopped when such work is being done in violation of any provision of any ordinance, permit requirements or State drinking water laws or regulations. Such power shall extend to all current and future connections, and shall be executed in accordance with City ordinance. Such order shall be in writing and should indicate the violation, the authority of the Water Official, and be posted in a conspicuous location on the work site. It is unlawful for any person to continue to work on the City's Drinking Water System or for any person to remove, without the consent of the Water Official, any stop work order from any work site. Work shall not be resumed after the issuance of such order except by written permission from the Water Official.
 - b. In coordination with the City Engineer, have authority to establish additional requirements for the connection to or extension of the City's drinking water system when

such poses sufficient documented concerns about water quality, system integrity, pressure or fire flows.

- c. Have the power to enter onto any project site where work is being done on the City's drinking water system, for the purpose of making routine inspections at any reasonable hour. In the case of an emergency, the Water Official may inspect the site at any time. The Water Official's entry powers shall include the right to enter upon all public and private properties to inspect all facilities that relate to drinking water.

9-4-15 Cross Connection Control And Backflow Prevention

The purpose of this chapter is to protect the public water supply of Kaysville City from the possibility of contamination or pollution by eliminating or controlling existing cross connections (actual or potential) in accordance with International Plumbing Code (IPC) and State amendments to the International Plumbing Code as well as the Utah Administrative Code.

1. External Regulations

Utah Public Drinking Water Rule (UPDWR) Section R309-105-12 states that public drinking water systems shall not allow a connection to their system which may jeopardize its quality and integrity. Cross connections are not allowed unless controlled by an approved and properly operating backflow prevention assembly or device. The requirements of the International Plumbing Code and its amendments as adopted by the Department of Commerce shall be met with respect to cross connection control and backflow prevention.

Federal Public Law 104-182, (the Safe Drinking Water Act and Amendments of 1996) identifies the responsibility of each public drinking water system to protect the quality of the water supplied to the consumers from any sources of contamination. As stated in the US EPA Cross Connection Control Manual, the water purveyor must provide water that complies with all EPA standards at the source and deliver it to the customer without the quality being compromised as a result of its delivery through the distribution system.

2. Kaysville City Regulations

To comply with the aforementioned State and Federal requirements, and to help safeguard public health, the following regulations shall also be in effect:

- a. No culinary water service connection to any premises shall be installed or maintained by Kaysville City unless the water supply is protected as required by State laws, regulations, codes, and this Chapter.
- b. Where pressure irrigation is available, no connection of an irrigation system to a culinary water service shall be allowed. Dual, or "swing", connections that allow for switching use back and forth between City culinary water and any other water source are prohibited.
- c. The use of City culinary water for irrigation or certain industrial/commercial applications shall require prior authorization from the Public Works Superintendent or an agent of the Public Works Superintendent and the installation of an approved backflow assembly. Additional requirements are detailed in subsection (e) of this chapter.

- d. All commercial/industrial connections to the public water system shall be protected by an approved backflow assembly on the service line before the first branch line leading off the service line. It shall be the responsibility of the consumer to purchase, install, test and maintain any backflow prevention device/assembly required to comply with this Chapter.
- e. Upon assessment or inspection, if the Public Works Superintendent or an agent or the Public Works Superintendent deems a new or existing service connection's water usage is a hazard to the water supply, the connection or usage shall be protected by an approved backflow device/assembly to eliminate or satisfactorily reduce said hazard. It shall be the responsibility of the consumer to purchase, install, test and maintain any backflow prevention device/assembly required to comply with this Chapter.
- f. All backflow devices/assemblies shall be installed within 30 days of the original assessment/inspection date. Failing to do so could result in water service being discontinued until requirements have been met.
- g. "Approved Backflow Prevention Assembly" shall mean an assembly that has met completely the laboratory and field performance standard of the foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California (USC FCCCHR)
- h. The customer's system(s) shall be open for water quality assessment/inspection at all reasonable times to authorized representatives of the Public Works Superintendent. Failure to do so could result in discontinued water service.
- i. Hazard Assessment Official: This official can be anyone whom Kaysville City has authorized and delegated to perform compliance and/or hazard assessment inspections or surveys and who should also hold a Class I or Class III Utah Backflow Technician Certificate.
 - i. This individual shall conduct hazard assessments to determine the "degree of hazard" to the public drinking water system from an individual service connection (new or existing). In the case of an existing connection, a hazard assessment investigation or survey must be conducted to determine the "degree of hazard" within the existing site, as well as educating the customer to the dangers of cross connections and their personal liability should a backflow event occur.
 - ii. A hazard assessment is a detailed inspection of the customer facilities within the service connection. This inspection would involve inspecting all water uses and piping within the connection. If the customer refuses access to their facilities, the service connection must be classified as a high hazard connection and appropriate protection must be required at the service connection.
- j. The adopted Plumbing Code and associated amendments, state: "backflow preventers shall be tested at the time of installation, immediately after repairs or relocation and at least annually". Testing shall be performed by a Utah Certified Backflow Preventer Assembly Tester.
 - i. Any commercially available Class II or III Certified Backflow Technician is authorized to test any backflow prevention assembly at the invitation of the owner, and to report the results of that test to the owner and the City. However any repairs on backflow prevention assemblies which did not pass a test conducted by a Certified Backflow Technician, must be performed by a tester having appropriate licensure from the Department of Commerce, Division of

Professional Licensing who also holds a current Class II or III Backflow Technician Certificate or by an "agent of the owner" of the assembly.

- ii. Test results must be reported to the City within 30 days of testing. A failing backflow prevention assembly must be reported within five days of failing test.
- k. Backflow prevention assemblies shall be in-line serviceable (repairable), and in-line testable. Assemblies shall not be installed more than five feet above the floor unless a permanent platform is installed, and the assembly shall be installed with a minimum of 12 inches of clearance around all sides (including the floor and roof or ceiling), with adequate room for testing and maintenance. Devices/Assemblies shall be installed in accordance with Amendments to Chapter 6 of the IPC.

9-4-20 Dead-End Water Lines and Looping

To assist with efforts to maintain sufficient water quality and pressures/flows for fire suppression, the following shall be required for all new and re-development:

1. Any development containing at least fifteen lots or fifteen service connections to the culinary water system (whichever is higher) shall be required to "loop" or connect the development's water lines with at least two existing system mainlines. Exceptions may be temporarily approved by the Water Official for a single phase of an overall development, so long as all other applicable laws, codes and requirements are satisfied, and the overall development ultimately meets this requirement.
2. Dead-end mainline lengths shall not exceed six hundred and fifty feet.

SECTION III: 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 IV: Effective Date. This ordinance shall be in effect twenty (20) days after publication or posting, or thirty (30) days after final passage by the governing body, whichever is sooner.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, **this 2nd day of December, 2021.**

Katie Witt, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

Public Works: 801-544-8112

City Utility Locator: 385-226-2053

Public Works Inspector: 801-807-9222

KAYSVILLE CITY PUBLIC WORKS (PW)
EXCAVATION, CROSSING OR ALTERATION (EXCAVATION) PERMIT
WITHIN KAYSVILLE CITY RIGHT OF WAY OR PROPERTY

Bond Amount: _____	Permit No: _____
Maintenance Fee Amount: _____	Issued by: _____
Receipt No: _____	Phone Number: _____
Applicant: _____	Contractor License #: _____
Purpose of excavation, crossing or alteration: _____	
Location: _____	

Requirements and Provisions:

1. For, and in consideration of, the granting of permission to excavate, cross or alter Kaysville City right of way, the applicant agrees to the following requirements and provisions with respect to the performance of work under this permit:
 - A. All work is limited to what is shown and/or described herein and will be done at no expense to Kaysville City. All work shall at least comply with the requirements established in this permit, the Kaysville City Ordinances and the standards and specifications of the Kaysville City Development Code.
 - B. The applicant shall hold Kaysville City Corporation, its officers, employees, or agents harmless from any and all costs, damages, and liabilities that may arise, or be claimed to arise, and all costs, damages, and liabilities that may arise, or be claimed to accrue, by reason of any work performed under a permit issued pursuant to this application. The applicant shall provide Kaysville City with the necessary bond and fee amounts, for each and every application, in accordance with Ordinance 9-2-9 and the current Kaysville City Consolidated Fee Schedule.
 - C. Cutting into asphalt less than 4-years old is prohibited. Exceptions in the most extreme cases may be reviewed. If approved, the Special Restoration Standard, as detailed in Ordinance 9-2-9, would apply to the restoration, including a T-cut of 3-feet, instead of 18-inches (as mentioned in item (J) of this application).
 - D. Between October 15th and April 15th, bond amounts for any cuts shall be doubled. Approval of cuts during this time are subject to factors such as weather, impacts to access, emergency response and the general public etc. Ambient temperatures must remain at or above 50° F for at least 2 hours before placement of Hot Mix Asphalt (HMA) and 2 hours after rolling/compaction. If temperatures are too low, or if HMA is not available, cold mix asphalt shall be used temporarily and properly maintained until it can be replaced at a later date in accordance with this permit.
 - E. Pot-Holing for utilities in asphalt must be done by coring a minimum width of 6-inches. Repairs shall be made with the keyhole method by filling the space with flowable fill up to the bottom of the asphalt and placing the original core with "Utilibond" or equivalent. Alternative pot-holing methods may be proposed to the City Engineer, and if approved, shall require the pot-hole to be filled with flowable fill before repaving in accordance with this permit.
 - F. The applicant shall be responsible for location and protection of all utilities within the work area location, in accordance with Utah Bluestakes laws.
 - G. This permit must be submitted with a plan view of the work showing horizontal dimensions of trenches, and the permit must be approved prior to any work commencing.
 - H. Prior to excavation, traffic control plans must be submitted and approved. 24-hour notice is required for all residents, businesses and emergency personnel impacted by road closures or disruptions to water or other utilities. Road closures or restricting traffic to 1 lane, will require the use of flaggers or hard closure barricades. Excavations shall be properly safeguarded with barricades and/or warning lights, to prevent accidents, and may require steel plates when personnel are not on site. Excavation sites not properly or safely maintained in accordance with this permit and all other applicable laws and regulations shall be assessed a fee of up to \$500 per day, and shall be subject to a stop work order being issued until the issue is resolved. All closures must be approved by PW, and may be subject to a fee of up to \$500 per day.
 - I. The applicant must provide notice to the PW Inspector at the start of excavation and prior to backfilling. Except for utility bedding materials, all backfill shall be road base (untreated base course or UTBC) and be backfilled in 1-foot lifts and compacted to 96%. UTBC will be installed to a minimum depth of 12-inches within the travel and shoulder area of the road, and backfilled excavations must be maintained free of depressions or hazards. All excavation spoils, debris or other materials generated by the work shall be

disposed of by the applicant. To safeguard roadways and utilities, if rare or unusual or unsafe conditions or circumstances exist at an excavation site, or within an excavation, PW may require additional materials or methods to be utilized in backfill, paving or restoration.

- J. **After** backfill, the applicant shall then T-cut an additional **18-inches** outside all of the edges of the existing asphalt. The cut edges will have **tackifier** applied, and the excavation repaved with at least 4-inches of **PG 58-28 HMA, 1/2-inch aggregate, with no more than 15% RAP**. All T-cuts must be inspected and approved before paving and asphalt plant tickets shall be provided, if requested.
 - K. Pavement must be replaced within **8 business days** (from the date the excavation commences) or the applicant may be assessed a fee of up to **\$500 per day**. All other remaining work and restoration shall take place within **15 business days** (from the date the excavation commences) or the applicant may be assessed a fee of up to **\$500 per day**, with the exception of the asphalt surface treatment.
 - L. In accordance with Ordinance 9-3c-9, it is unlawful to place or stockpile any dirt, rock, bark, mulch or other material on a public street right of way (including the curb and sidewalk) for more than 48-hours. Any materials stockpiled on a Public Street right of way must not damage the underlying surface, and must not violate any laws or regulations. **Hot mix asphalt shall never be stockpiled on any Public Streets.**
 - M. Interfaces between old and new asphalt/concrete shall be **crack sealed**, and inspected, before an asphalt surface treatment is applied to the repaved surface. Surface treatments shall **extend 12-inches beyond** asphalt cuts.
 - N. Any improvements, including (but not limited to) paint, landscaping or signage, effected by the work shall be re-established to their original condition.
 - O. Upon completion of the items above, the applicant shall request an inspection in order to receive satisfactory completion. Anything found to be defective, unsafe or non-compliant with this permit shall be **removed, replaced or otherwise fixed**, as required by the PW Inspector.
 - P. For **1 year** after the date of satisfactory completion, the applicant shall be responsible to maintain the excavation site (including utilities, asphalt and concrete etc) and assume sole liability for any injuries or damages caused by defects resulting from the work. Defects may include, but are not limited to, settling, cracking, buckling, spawling, leaking, etc. **By the end of the 1 year period**, the surface treatment must be applied to the repaved surface.
 - Q. The City will notify the applicant of items requiring repair or attention. In cases of emergency, or where safety of persons or property is otherwise compromised, the applicant must respond to requests for repair within **24-hours**, and resolve said issue(s) within **4-business days** after receiving the request. If the applicant fails to respond within this timeframe, a fee of up to **\$500 per day** may be assessed, and PW may cause the necessary repairs to be made at the applicant's expense.
 - R. Bond amounts reflect the potential cost of replacing or repairing the excavation or the impacts arising from the work. The City may, at its discretion, draw on bond amounts to either finish or repair work if issues regarding defects, schedule or compliance with this permit arise.
 - S. **1 year** after satisfactory completion, the applicant shall request a final inspection of the excavation site. If the final inspection finds the site to be free of defects or concerns, any remaining bond amounts shall be refunded. Any additional defects found during the final inspection must be remedied prior to refunding of the bond. Bond amounts used by the City to correct defects or concerns are non-refundable. Maintenance fees and other fees are also non-refundable, and may be deducted from the bond amount.
 - T. If the applicant exhibits a repeated pattern of failure or neglect to complete repairs and/or concerns over poor workmanship/compliance persist, in order to help safeguard utilities, infrastructure and the health and well-being of the general public, the City may reject future applications from the applicant.
2. A copy of this permit must remain at the site during construction.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THESE INSTRUCTIONS AND PROVISIONS AND AGREE TO ITS REQUIREMENTS AND ASSUME ALL DUTIES AND OBLIGATIONS PROVIDED HEREIN.

Date: _____ Applicant (print): _____ Sign: _____

PW Inspector Approval: _____ Date: _____

City Locator Approval: _____ Date: _____

Additional instructions: _____

CITY COUNCIL STAFF REPORT



MEETING DATE: December 2, 2021

TYPE OF ITEM: Action

PRESENTED BY: Nic Mills

SUBJECT/AGENDA TITLE: An Ordinance enacting a RAMP Tax

EXECUTIVE SUMMARY:

This ordinance authorizes the city to impose the RAMP tax that was previously passed by the Citizenry. This ordinance is a technical step, but is required before the City can begin collecting this tax.

City Council Options: : 1) Approve the ordinance as written authorizing the RAMP Tax; 2) Approve the resolution with any modifications that the Council deems appropriate; 3) Decline to approve the resolution and remand to staff with further direction

Recommended Option: Staff recommends that the City Council approve the Ordinance as written.

Fiscal Impact: This ordinance is necessary for the City to begin collecting and receiving the anticipated RAMP tax funds.

ORDINANCE 21-__-__

AN ORDINANCE AMENDING TITLE 4 OF THE KAYSVILLE CITY CODE BY THE ADDITION OF CHAPTER 10; PROVIDING FOR THE IMPOSITION OF A RECREATION, ARTS, MUSEUM, AND PARKS (RAMP) TAX; PROVIDING FOR THE USE OF REVENUE DERIVED THEREFROM; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City is authorized, in accordance with the Utah State Code, to impose a local sales and use tax of one-tenth of one percent (0.1%) on qualifying transactions within the City to fund recreation, arts, museum, and parks (RAMP) improvements, facilities, and organizations upon the approval of the voters in the City; and

WHEREAS, in a General Election, held in November 2021, the voters of Kaysville City approved the imposition of the special sales and use RAMP Tax; and

WHEREAS, the Utah State Tax Commission, in cooperation with the City, will collect the special sales and use tax on taxable items for the use thereof as prescribed in the Utah State Code; and

WHEREAS, the City Council desires to see that the RAMP funds are put to the best use possible to improve the recreation, arts, museum, and parks opportunities for the citizens of Kaysville, along with those who visit the City; and

WHEREAS, the means by which the RAMP revenues may be distributed are also herein prescribed; and

WHEREAS, the City Council of Kaysville finds it to be in the best interest of its citizens to impose the RAMP Tax and establish the criteria for the use of the revenues therefrom.

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

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

SECTION II: Enactment. Title 4, Chapter 10, shall be enacted to read as follows:

Chapter 10 RECREATION, ARTS, MUSEUM, AND PARKS (RAMP) TAX

4-10-1 General Provisions

This Chapter shall be known as the local sales and use tax to fund Recreation, Arts, Museum, and Parks (RAMP) improvements, facilities, and organizations for Kaysville City.

4-10-2 Statutory authority

The authority for imposing this tax is derived from the Utah State Code.

4-10-3 Purpose of provisions

This Chapter is enacted to provide the City with a source of revenue for the purposes of funding recreation, arts, museum, and cultural facilities and organizations, and parks improvements for the City pursuant to, and in accordance with, the Utah State Code; and policies and procedures enacted by the City to establish, collect, and use the revenues as provided by State statute.

4-10-4 Imposition – Amount

The RAMP Tax hereby imposes a one-tenth of one percent (0.1%) sales and use tax for funding recreation, arts, museum, and parks improvements, facilities, and organizations for the City of Kaysville.

4-10-5 Use of revenues

The revenues received from the local sales and use tax levied herein (RAMP Revenues) shall be used

solely for the purposes of funding (1) City owned recreation, arts, museum, cultural facilities, organizations, and parks improvements, or (2) programs designed to support recreation, arts, museum, and parks and that do business in the City, and serve Kaysville residents.

The use and distribution of all RAMP Revenues shall be authorized or awarded by the City Council.

4-10-6 Collection

Taxes imposed under this Chapter shall be:

(1) Levied at the same time and collected in the same manner as provided in Title 59, Chapter 12, Part 2, the Local Sales and Use Tax Act, except that the collection and distribution of the RAMP Revenue is not subject to subsection 59-12-205(2) through (9); and

(2) Levied for the period authorized in accordance with Section 59-12-703, Utah Code Annotated; and

(3) The records of the State Tax Commission, the Commission's performance under the contract, and the records of any taxpayer subject to this tax shall be subject to review and audit as provided in the City's contract with the Commission for the collection and distribution of the local sales and use tax and as provided by law.

SECTION III: 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 IV: Effective Date. This ordinance shall be in effect twenty (20) days after publication or posting, or thirty (30) days after final passage by the governing body, whichever is sooner.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, **this 2nd day of December, 2021.**

Katie Witt, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

CITY COUNCIL STAFF REPORT



COUNCIL MEETING DATE: December 2, 2021

TYPE OF ITEM: Work

SUBJECT/AGENDA TITLE: A discussion about parking around Davis High School

EXECUTIVE SUMMARY:

Recently Kaysville City Staff was approached about adding more roads with “No Parking” signs around Davis High School. Staff from the Police Department, City Manager, and Mayor met with Principal Wilkey from DHS. With the benefit of several years of this program with parking passes and no parking signs, the group was unanimous that it would be better to remove the no parking signs on all the roads around DHS. The reasons for this include:

- KPD reports that:
 - they spend a significant amount of time patrolling this area with very few violators found and very few tickets given. DHS SRO Criddle reports 20 warnings and just 1 citation. Officers will ticket individuals in this area after one warning.
 - Total revenue generated was under \$200.
 - There are many residents without parking passes parking in this area.
 - The students that are parking here are not just or even mostly sophomores who are not able to get parking passes at the high school, as was reported to the city by concerned residents in the area. School District Officials will not be issuing parking passes to sophomores as a remedy to the parking concerns around DHS.
- Less than half of the residents in the area take advantage of the parking pass program. We have issued 22 passes this school year.
- Principal Wilkey is in agreement that the parking pass program is not working as intended and should be scrapped.
- Bountiful High School, often quoted as a model for the program we used, has removed their no parking signs around their high school.
- Since the opening of Farmington High School there is much more room to park in the parking lot of DHS. Capacity for the high school will still be much less students than were there before FHS opened a few years ago.
- Putting signs up in the areas we did a few years ago did push students and others to park in other areas and affect other neighborhoods including further north, east, and even west of Main forcing students to cross one of the busiest streets in our community.
- The elaborate parking pass system puts added strain on the Community Development Department administratively for very little benefit.
- People always were and always will be unable to park illegally, blocking driveways, hydrants, etc. Chief Oberg is committed to aggressive towing in this area for any illegal parking.

While we believe this issue is largely an administrative issue that can be handled by KPD, we are bringing this back because we did receive direction from a previous city council and before going against that direction we wanted to make sure the council was in agreement. Staff would like to remove all “no parking” signs and allow individuals to park legally on these and any streets in our community. Staff does not require a motion to move this to Action but want to make sure of how a majority of the council feels about the no parking signs in this one area of our city before taking any action. Whatever is done will not be done until Summer 2022 after this school year has concluded.

Council Options: 1) Provide direction to Staff regarding parking in and around Davis High School

Recommended Options: Staff recommends that the City Council provide staff the direction to remove all “No Parking” signs in and around Davis High School.

Fiscal Impact & Fund Source for Recommended Action: City Staff anticipates saving resources including time and funds in doing away with the No Parking/Resident Pass program.

**Kaysville Business Park
Architectural Review Committee
Staff Report**

Site Plan and Building Review

December 2, 2021

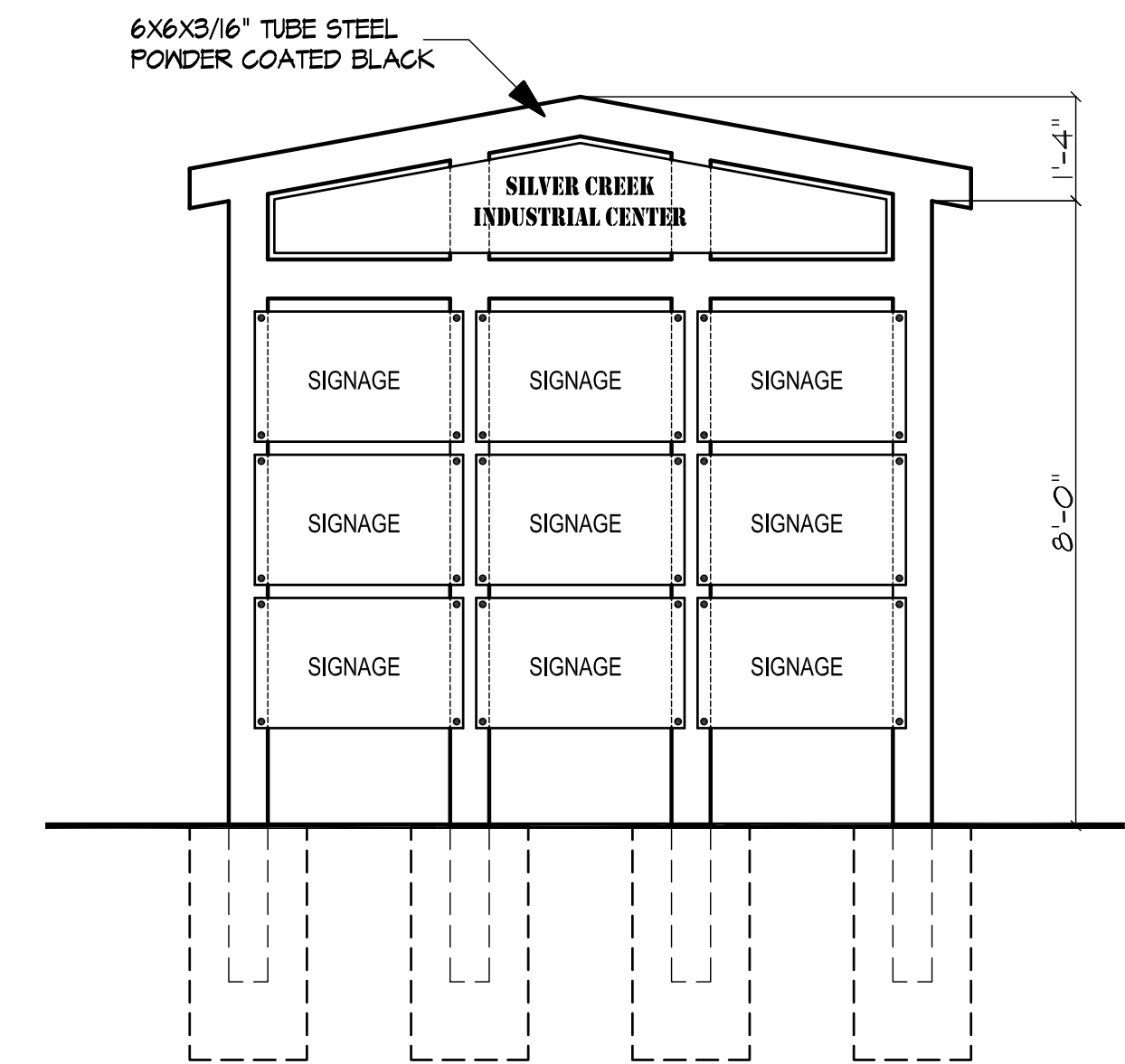
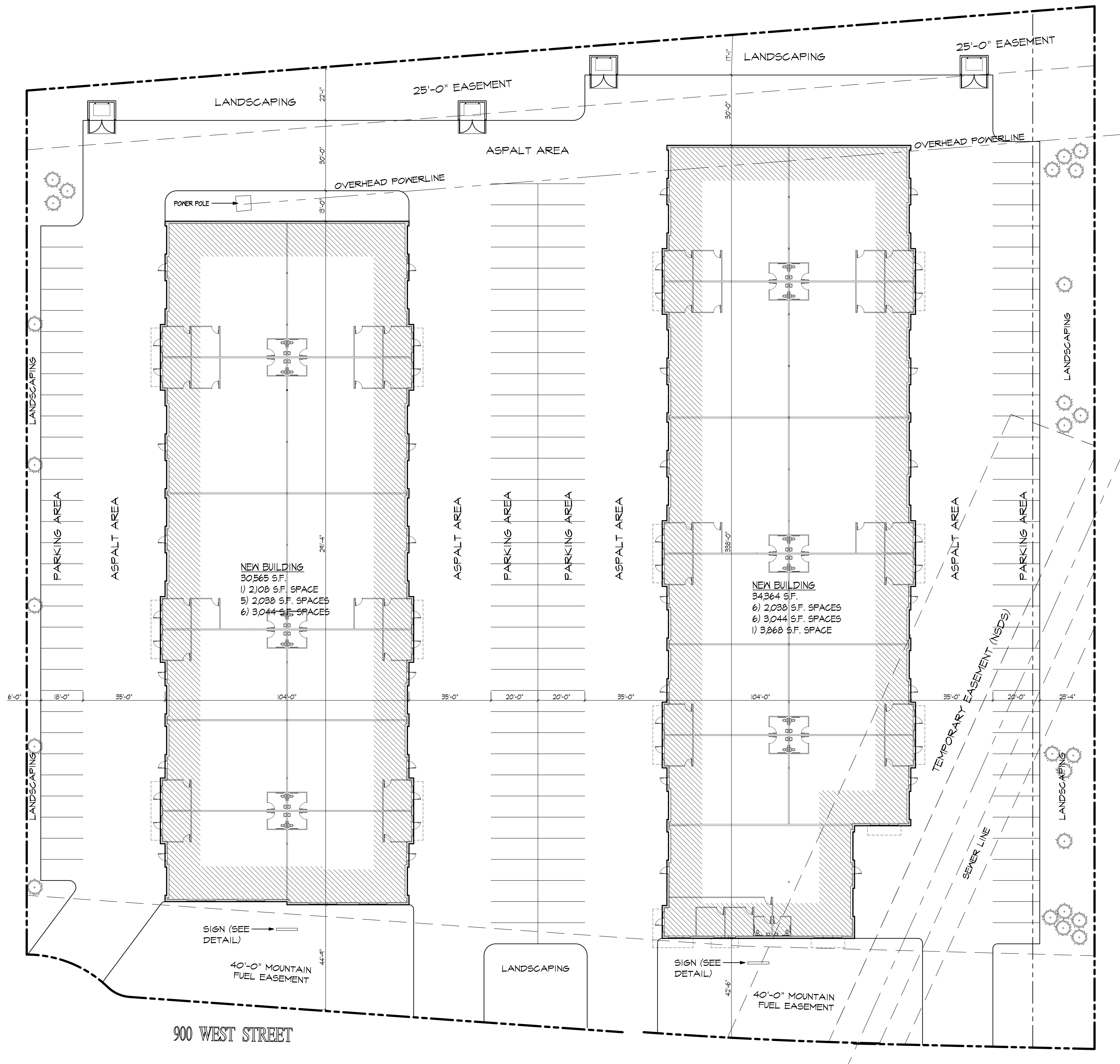
Applicant/Owner:	Silver Creek Engineering
Location:	Approx. 630 N Kays Drive
Acreage:	4.35

Description:

Silver Creek Engineering has submitted plans for a warehouse and office space to be located at the above listed site. It is the last lot on the east side of the street, just south of the Blaine Jensen site. The applicant has submitted the building profile and elevation drawings. Also submitted is a landscape concept drawing. The applicant is looking for Council approval before any further construction details are started.

Site Plan and Building Review - 630 N. Kays Drive (4.35 acres)



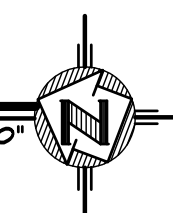


SIGNAGE DETAIL

SCALE NONE

SITE PLAN

SCALE 1" = 20'-0"



TREE CALCULATION: 35,808 (LANDSCAPING) = .82
ACRE X 30 TREES PER = 25 TOTAL TREES
REQUIRED

SITE LIGHTING NOTE: ALL LIGHTING WILL BE DOWN
LIGHTING FROM EXTERIOR FACE OF BUILDING (NO
LIGHT POLES

PRELIMINARY SITE PLAN

RIDGELINE DESIGN

ARCHITECTS

2485 Grant Ave. suite 105 Ogden, Ut. 84401
Phone 801-392-6882 Fax 801-621-1494

date 11-24-2021 job no 2025

revision

project

SILVERCREEK KAYSVILLE LOT 117D
KAYSVILLE UT

S



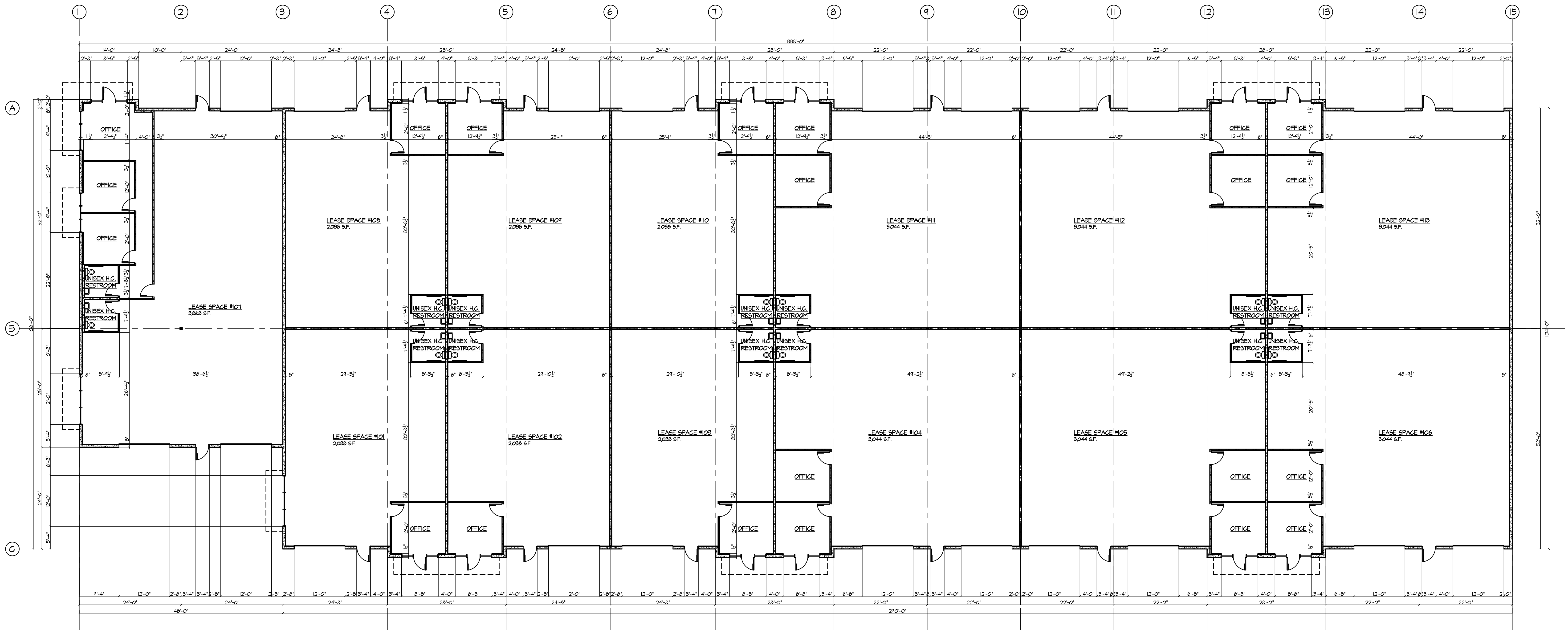
FRONT ELEVATION BUILDING A



FRONT ELEVATION BUILDING B

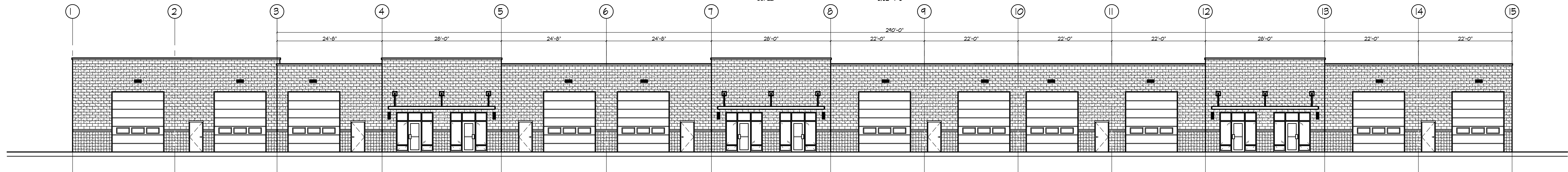


SIDE ELEVATION BUILDING A (B SIMILAR)



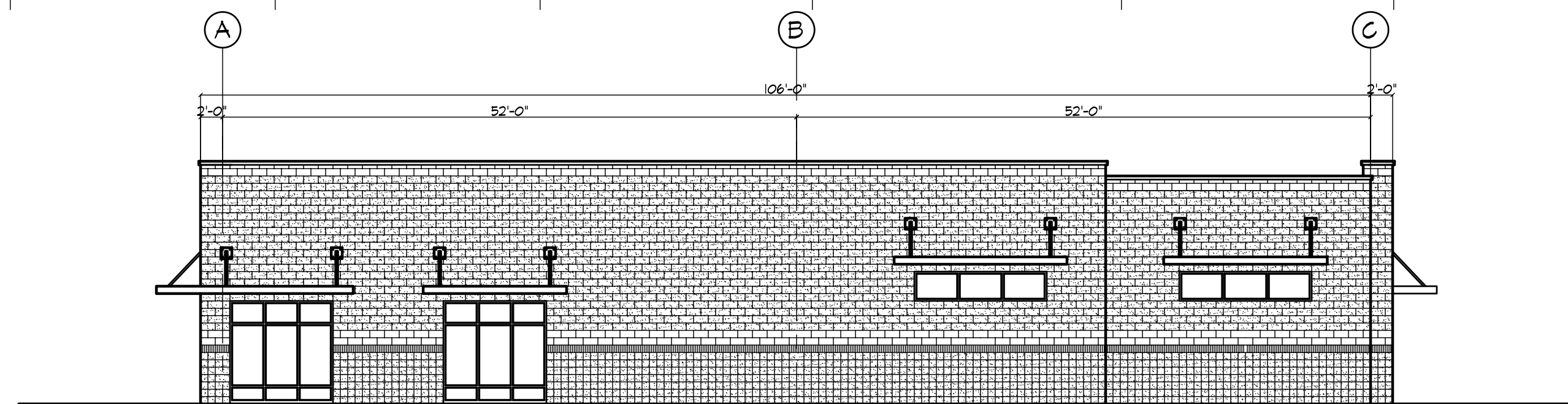
PARTIAL FLOOR PLAN

SCALE 3/32"=1'-0"



SOUTH EXTERIOR BUILDING ELEVATION

SCALE 3/32"=1'-0"



WEST EXTERIOR BUILDING ELEVATION

SCALE 3/32"=1'-0"

PARTIAL FLOOR PLAN

RIDGELINE DESIGN
ARCHITECTS

1708 E. 5550 S. #20 SOUTH OGDEN, UT 84403
Phone 801-392-6882 Fax 801-621-1494

date 09-21-21

job no 2025

revision

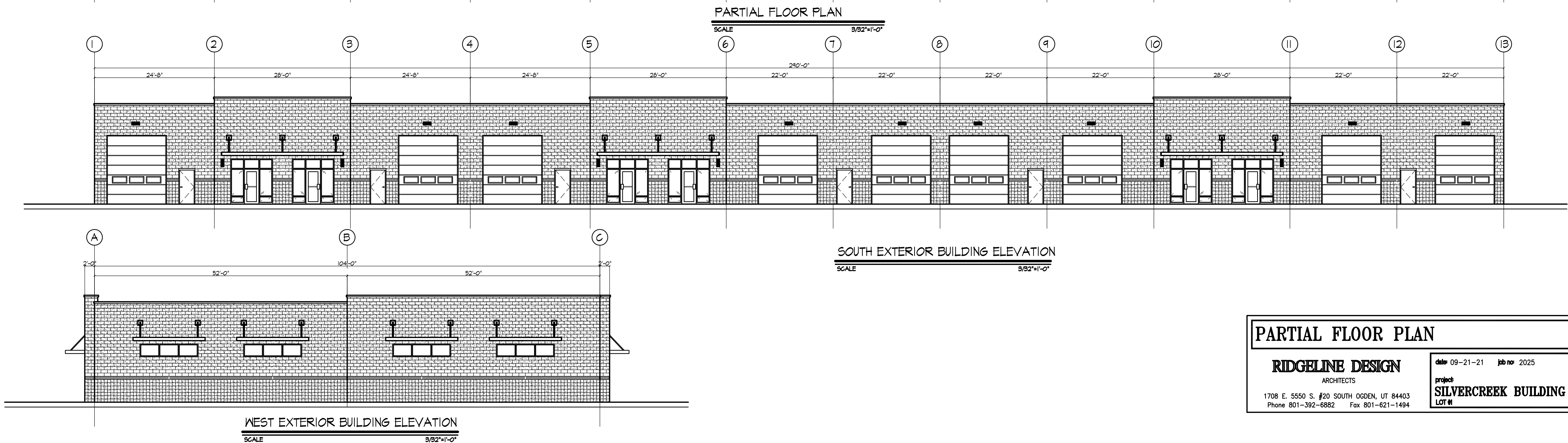
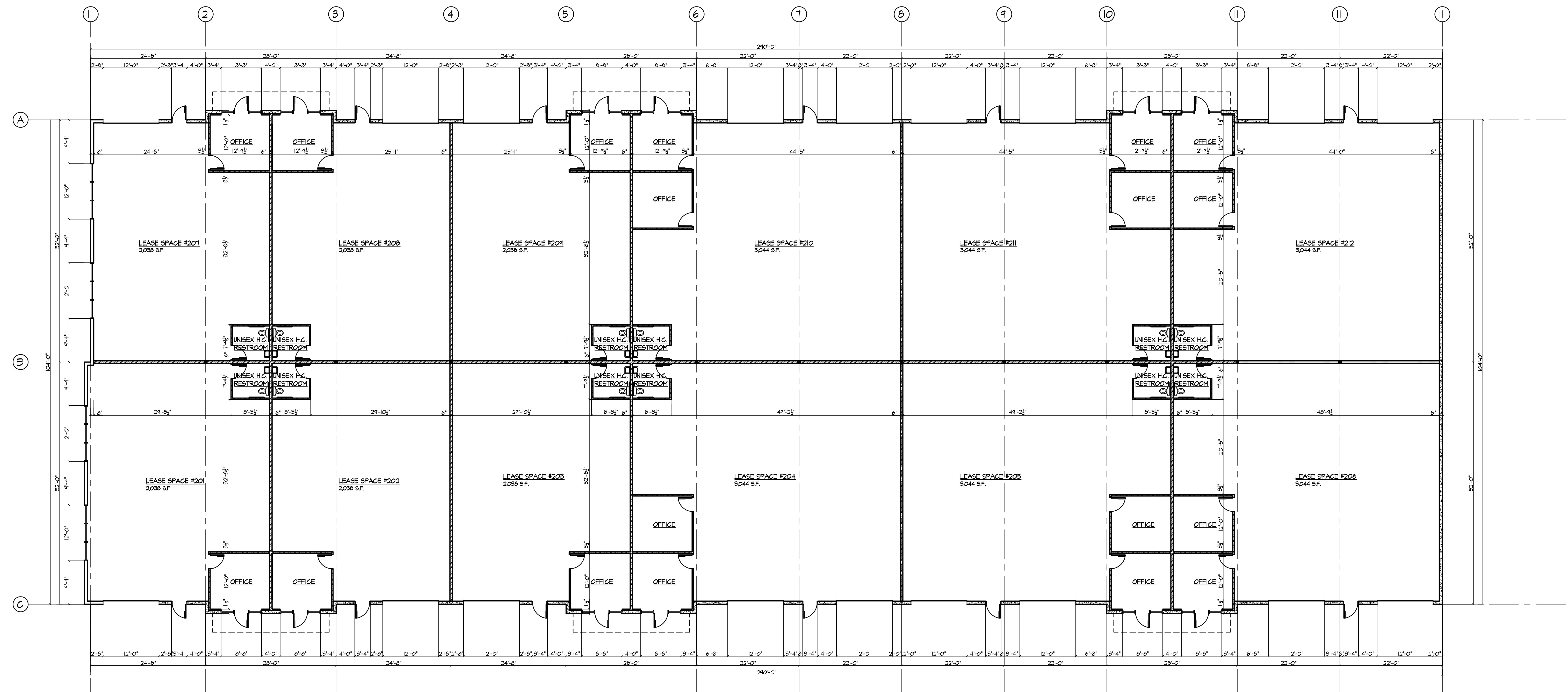
project

SILVERCREEK BUILDING A

LOT #

A1

KAYVILLE, UT



PARTIAL FLOOR PLAN		A1
RIDGELINE DESIGN ARCHITECTS		
1708 E. 5550 S. #20 SOUTH OGDEN, UT 84403 Phone 801-392-6882 Fax 801-621-1494		
date 09-21-21 job no 2025 project SILVERCREEK BUILDING B LOT #	revisions KAYVILLE UT	