



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on Thursday, February 17, 2022, starting at 7:00 P.M. in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. A Kaysville Business Park Architectural Review Committee Board Meeting will be held immediately 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 Mike Blackham.
2. CALL TO THE PUBLIC (3 MINUTE LIMIT, MUST SIGN UP IN PERSON)
3. PRESENTATIONS AND AWARDS
 - a. Firefighter of the Year Presentation – Christopher Montgomery.
4. DECLARATION OF ANY CONFLICTS OF INTEREST
5. CONSENT ITEMS
 - a. Approval of Minutes of January 20, 2022.
 - b. Approval of Minutes of January 28, 2022.
 - c. Approval of Minutes of February 3, 2022.
 - d. Appointment of Liesl McMurray as a Parks and Recreation Advisory Board Member.
6. ACTION ITEMS
 - a. Proposed Budget Amendment for Police Salaries.
7. WORK ITEMS
 - a. Discussion about the creation of a Recreation, Arts, Museum, and Parks Committee.
8. COUNCIL MEMBER REPORTS
9. CITY MANAGER REPORT
10. ADJOURNMENT

KAYSVILLE BUSINESS PARK ARCHITECTURAL REVIEW COMMITTEE MEETING

1. Opening.
2. Site plan review for an addition at Camping World at 780 North Kays Drive.
3. Closing.

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 January 28, 2022.

Annemarie Plaizier, City Recorder

KAYSVILLE CITY COUNCIL
January 20, 2022

Minutes of a regular Kaysville City Council meeting held on January 20, 2022 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

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

Excused: Council Member John Swan Adams

Others Present: City Manager Shayne Scott, Finance Director Dean Storey, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Community Development Director Melinda Greenwood, Information Systems Manager Ryan Judd, Assistant Finance Director Levi Ball, Tyler Reece, Ryan Goran, Cameron McKinnon, Chris Montgomery, Colton Alvey, Kevin Moran, Aaron Hixon, Rajan Zed (via Zoom)

OPENING

President Rajan Zed, of the Universal Society of Hinduism, opened the meeting with a prayer.

Council Member Oaks led the audience in the pledge of allegiance.

CALL TO THE PUBLIC

Nothing was brought under this item.

PRESENTATIONS AND AWARDS

FIRE OFFICER I CERTIFICATION PRESENTATION

Firefighter Engineer Cameron McKinnon explained that Tyler Reece had been going through training to receive his Fire Officer 1 Certification, which included meeting certain certification pre-requisites, passing both written and practical examinations, meeting physical fitness requirements, and going through extensive training. Engineer McKinnon presented Tyler Reece with his certificate.

PRESENTATION OF THE FISCAL YEAR 2021 AUDIT

Aaron Hixon, with HBME. P.C., explained that it is required by the state that the city have a yearly audit done by an independent auditor. Their firm feels that they have issued a clean financial opinion through this audit and have found no significant findings. The City's net position increased by \$10 million or 6.65% over the prior year. Net position of governmental activities increased by \$2 million or 9.73%. The net position of business-type activities increased by \$7 million or 6.04%. The City's restricted net position decreased by \$335,596 from the last year due mainly to the completion of the City Hall remodel and spending the remaining CARES Act grant

proceeds. The City's unrestricted net position increased by \$2,460,441 from the prior year, due mainly to a significant increase in sales tax revenues, as well as an increase in property taxes, as residential property values continue to increase. Overall, the City's long-term liabilities decreased, excluding net pension liability, due to scheduled debt payments. At the end of fiscal year 2021, the ambulance fund made a down payment to acquire a new ambulance under a capital lease. At the end of the current fiscal year, the City is able to report positive balances in all reported categories of net position. The same situation held true for the prior fiscal year. The City's main source of income has remained constant. Sales tax revenues have continued to experience significant growth for the coming year. Property taxes have stayed constant, with slight increases. Existing revenues have been able to continue to meet the expenditures anticipated. During the audit, the auditors found one instance of non-compliance where the budget had not been amended during the fiscal year to account for expenditures. The costs for the City Hall renovation project carried over into fiscal year 2021. City staff will continue to monitor budgets closely and make necessary amendments as needed in accordance with State law. Mr. Hixson said that in order to be in compliance for this next fiscal year, the council members will need to go through a training to help them understand the revenues and expenditures of the city and what the budgeting process entails.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Blackham said that he would like Item 5f removed for discussion.

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

- a. Approval of Minutes of December 2, 2021.
- b. Approval of Minutes of December 21, 2021.
- c. Approval of Minutes of January 5, 2022.
- d. Appointment of Cody Branch as a Planning Commission member.
- e. A Resolution appointing Mayor Tran to serve on the Wasatch Integrated Waste Management District Administrative Control Board.

The motion was seconded by Council Member Hunt.

The vote on the motion was as follows:

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

The motion passed unanimously.

A RESOLUTION AUTHORIZING AN INTERLOCAL AGREEMENT WITH DAVIS SCHOOL DISTRICT REGARDING SCHOOL RESOURCE OFFICERS

Nic Mills explained that this Interlocal Agreement does not establish compensation or salary, but rather establishes that school resource officers will receive the training required by state statute. School resource officers are also limited in how they can respond to certain very low-level offenses. This agreement ensures that the City and District agree and understand each other's responsibilities.

Council Member Blackham commented that this is a great program we provide to our community and it's good that we can share the cost with school district.

Chief Sol Oberg said that when this started as a pilot program our officers were based primarily out of the high school and we saw more problems in our junior highs. As we have been able to be more proactive, our officers have been able to be full-time in our junior high schools. It's made a huge positive impact and improvement to our schools and students. The Davis Technical College has been petitioning for an officer in their school for a few years now. Kaysville has many of the county schools located within our boundaries and we have struggled to have enough officers to cover all of the schools, but this is a great program and we appreciate the support received for it.

Council Member Oaks made a motion to approve a Resolution authorizing an Interlocal Agreement with Davis School District regarding School Resource Officers, seconded by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACTION ITEMS

A RESOLUTION AUTHORIZING AN AGREEMENT WITH FRUIT HEIGHTS REGARDING A FIBER PROJECT

Shayne Scott explained that on September 16, 2021 the City Council approved an American Recovery Plan Act (ARPA) funded fiber project that would connect parks, water facilities, signal lights and much more to the existing fiber ring. Additional funding became available through the State of Utah and a grant that Kaysville, in conjunction with Fruit Heights, applied for was subsequently awarded. This 1.1 million dollars has allowed city staff to propose much more fiber work. Some of that additional work will be to create a north/south fiber backbone for fiber redundancy that can also connect parks, tanks, and other critical infrastructure for Fruit Heights. Kaysville will share some of this fiber to create an east side fiber ring, looping in our water tanks, and tie in other east side infrastructure. Connex has also committed to building out this municipal infrastructure at the current contracted pricing levels while they offer Fiber to the Home and other

services of their choosing in Fruit Heights. This agreement between Fruit Heights and Kaysville defines terms of installation, ownership and maintenance. Since the council's previous meeting where this was discussed as a work item, the agreement has been signed by Fruit Heights.

Council Member Oaks made a motion to approve a Resolution authorizing an Agreement with Fruit Heights regarding a Fiber Project, seconded by Council Member Hunt.

The vote on the motion was as follows:

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

The motion passed unanimously.

A RESOLUTION AMENDING SECTION 4.01 OF THE KAYSVILLE CITY PERSONNEL RULES AND REGULATIONS REGARDING PAID TIME OFF

Shayne Scott explained that the City recently transitioned from vacation and sick leave accrual to a single paid time off benefit (PTO). City staff has noticed an inadvertent error regarding fire department accruals and a provision requiring employees to use compensatory time prior to using PTO. This proposed Resolution modifies the accrual rate for the fire department as well as provides for current firefighters at a higher accrual rate that the PTO policy to be "grandfathered" at their current accrual rate. Additionally, this Resolution removes the requirement that compensatory time be used prior to the use of PTO.

Council Member Blackham made a motion to approve a Resolution amending Section 4.01 of the Kaysville City Personnel Rules and Regulations regarding Paid Time Off, seconded by Council Member Jackson.

The vote on the motion was as follows:

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

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Council Member Hunt said that she had recently attended a Circles Davis County dinner where the Kaysville Police Department was recognized for what they do for the community.

Council Member Jackson said that yesterday he and other members of the council were able to spend the day with the Kaysville Youth Council at the Local Officials Day at the state capitol. It was a great opportunity to meet people at the capitol building and to do a partial tour.

Mayor Tran said that the Kaysville Parks and Recreation Advisory Board were taking applications to fill three vacant seats. The city has received several applications from residents and we appreciate our community members being willing to serve.

CITY MANAGER REPORT

Shayne Scott said that the City Council would be holding a special council retreat on Friday, January 28, 2022 beginning at 9:00 a.m. in the Council Chambers.

ADJOURNMENT

Council Member Blackham made a motion to adjourn the City Council meeting at 7:40 p.m., seconded by Council Member Oaks and passed unanimously.

DRAFT

KAYSVILLE CITY COUNCIL
ANNUAL RETREAT
January 28, 2022

Minutes of a special strategic planning retreat of the City Council held on January 28, 2022 at 9:00 a.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

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

Others Present: City Manager Shayne Scott, Finance Director Dean Storey, City Recorder Annemarie Plaizier, Police Chief Sol Oberg

CITY COUNCIL RETREAT

Mayor Tran opened the meeting.

City Manager Shayne Scott presented to the Council a year in review of 2021 and some of the select accomplishments that the city had completed during the year.

Finance Director Dean Storey presented a general financial report of the city and reviewed the upcoming schedule for the council's budget review. The council will receive the preliminary budget in April, and the budget retreat has been scheduled for Friday, April 15, 2022 beginning at 9:00 a.m. In May, the council will consider adopting the preliminary budget and that's when it will become available for public review. The council will hold a Public Hearing on June 2, 2022 and could potentially adopt the final budget by mid-June, unless a Truth in Taxation hearing is held. If the council decides to hold Truth in Taxation then it will be held at the beginning of August before the final budget is approved. If the council decides not to hold Truth and Taxation, there will need to be some consideration of where funds will come within our current budget to cover certain city operation costs and the cost of living adjustment for Utah Retirement Systems. Keeping up with the cost of living is a large challenge for the council. There have been many delays already with obtaining materials and vehicles for our departments. Some departments have been told it will be a year before they can get the fleet vehicles needed because of delays caused as a result of the pandemic. It's hard to get the equipment needed for those vehicles as well. There are also capital needs and several building needs of the city to consider as well.

Council Member Blackham suggested using some of the restricted fund balance towards the capital projects.

Dean Storey said that the council should look at other areas of the budget as well.

Council Member Adams commented that he has received comments from residents about selling the city's power company. Council Member Adams asked what the city gets financially by having our own power company. Are there certain elements of Prop 5 that could be turned over so the city could be allowed to borrow money from itself?

Dean Storey responded that we want to make sure we are providing a utility that is reliable and has adequate reserves, among other things. By owning our own company, the city has more ability to make decisions which would benefit our residents, such as setting our own rates. Over the last two years we were able to use some of the power funds that have been collected to install a smart metering system.

Shayne Scott commented that there will be more education about our city resources for our council this year, and he hopes to see that our Power Commission become more active.

Dean Storey reviewed the current debt for the city and explained that the city currently has no general obligation debt or tax support debt. We have a sales tax revenue bond for Pioneer Park, which we cover the debt service payment through park impact fees. We have two lease revenue bonds for the city hall renovation and the police station, as well as a capital lease purchase for a fire truck.

Council Member Jackson arrived at 10:10 a.m.

Shayne Scott said that Chief Oberg was here to speak with the council regarding police salary. The city could find ourselves in a crisis shortly if we don't address the issue now. We need to do something to try to keep the people that we already have. Our city used to have a competitive salary, but we are now feeling the pressure as several surrounding organizations have been able to raise salaries and other benefits for their officers. Chief Oberg has reached out to the consultant we used a couple of years ago for the compensation study and had them create an updated study focused solely on the police department. The study has confirmed that we are behind in this area. Over the last couple months it has become clear that if we don't do something quickly we will lose some of our people.

Chief Sol Oberg said that while there are areas in their department where they could use more employees, it's become more of a struggle to retain the employees that we already have. If we can't keep the people we have now, it doesn't do any good to ask for more. We have a young police force across the Wasatch Front. Nationally, we have seen a 45% increase in the number of retirements over the last year. The larger agencies have increased their wages, which has attracted talent from smaller departments. Kaysville's department has been pretty immune to that in the past, but as our surrounding cities have increased their wages up to about 30%, we are seeing more officers leaving. The officers we are most at risk of losing are those who are around their ten-year mark, and we can't afford to lose them. If we continue to lose our experienced officers, it could be a recipe for disaster in the next five years. It costs the city between \$50-100,000 when we lose an officer because of the money invested in their training, overtime, equipment, and depending if we had to put them through the police academy. Chief Oberg said that he would like to see the city consider increasing wages so that it will become more difficult for other agencies to try to recruit our officers. There is a significant number of other local agencies that start their officers at the same pay as some of our officer's highest pay grade. We have never been in this situation before. We have a significant shortage of officers in Utah and it has become difficult retaining officers. Some new officers don't realize what they are getting into and so they leave after a short amount of time. We feel that by raising wages it will help to stop retirements temporarily. Chief Oberg said that he reviewed the study done and, if approved, their department would need about \$138,000 for the remainder of the fiscal year to increase salaries immediately. For fiscal year 2023

they will need \$434,000. The current starting wage for their officers is about \$3.50 lower than other competitive cities. If we were to wait until July when the next fiscal budget is approved we likely will have already lost a couple of officers.

Mayor Tran asked about, as part of this salary increase, having officers sign an agreement committing them to continuing to work for the city for a specified amount of time.

Chief Oberg said that they it's something they could consider. They have done something similar with new hires when they are sent through the police academy, and it has worked to some degree. When speaking with the county attorney's office about holding these officers to an agreement, they have informed us that these types of agreements can be hard to enforce and might not be legally defensible.

Mayor Tran asked where the money would come from.

Shayne Scott responded that it would be a general fund expenditure.

Council Member Adams said that this would be a perpetual expenditure. This is an issue that needs to be addressed. Council Member Adams said that he would like to see a breakdown of the study done. Is there something the city could do on a one-time basis that would make it more appealing for officers to want to continue to work for the city?

Council Member Blackham commented that many of the city's departments are struggling trying to recruit employees because there are many jobs out there right now that pay better. Council Member Blackham said that he would like to see what other cities in the county are paying their officers.

Shayne Scott suggested making this discussion a work item at the next City Council meeting.

The City Council took a break at 10:55 a.m. and reconvened at 11:00 a.m.

Shayne Scott discussed truth in taxation and why the city has been holding it for several years now. Holding a truth in taxation hearing does not commit the city to approving a proposed tax rate increase. We will have more information about the city's financial outlook in April when the council begins to review the city budget. The city is currently going through a process to consider a renovation and addition of the city's operations center. It has been suggested that the council take a tour of the operations center so that the council can speak with the superintendents there about what challenges they are facing with the current building.

Dean Storey added that the city has also been holding discussions about building a fire station on the west side of the city. The city will also be facing a decision on what to do with the old library building. There was a feasibility study done to figure out what is needed for operations center and there will need to be renovations done to the current building, site improvements, and an addition. The current estimate for this project is \$32 million. Once completed, the building will house the power department, public works, parks and recreation department, and fleet services. Some of the cost will be paid by enterprise funds, but the majority of it will likely need to be paid for through a revenue bond.

Council Member Adams suggested looking into doing something with the recreation building to help generate some money.

Mayor Tran said that it's possible that construction for the operations center be done in phases.

Council Member Oaks asked which of these projects mentioned would be considered the priority.

Council Member Hunt said that in the 2016 Master Facilities Plan which said that the old library building should be the first priority.

Shayne Scott said that when the 2016 study was done, a second fire station wasn't considered as part of it. Any of these projects could be disputed as to which need is greater.

Council Member Blackham said there has been mentioned recently about the city becoming part of a district. If that were to occur, the second fire station would become part of that district. A decision should be made about becoming part of a district before we make a decision on building a second fire station.

Shayne Scott responded that Fruit Heights city is pushing hard to create a district in this area. We have committed to Fruit Heights and Farmington to discuss a potential fire district. However, if we wait too long to hold a discussion about creating a district there may not be any land left to build that second fire station. Land is disappearing and if there is an opportunity to purchase a property for a potential fire station then we shouldn't wait on it.

Council Member Blackham said that the city needs to protect our people and our assets. Going to a district might not be a huge advantage to Kaysville.

Mayor Tran said that she would like to see a RAMP committee created separate from the Parks and Recreation Advisory Board. The RAMP committee would also be advisory to the council and would consider where RAMP funds would be appropriated.

Council Member Hunt said that she would like to see all aspects of RAMP be represented within the committee.

Council Member Adams suggested that there be a liaison from each area represented and at least one of them be from the parks and recreation board, and one from the museum committee. When applications are taken have each applicant state which area they are representing.

Mayor Tran said that we could also have each committee submit a couple of names for the council to consider and to hold interviews of all applicants. Mayor Tran said she would also like to see one of the council members attend the RAMP meetings.

The City Council reviewed council member assignments for the year.

Shayne Scott discussed council meetings and trainings for the year with the council. Mr. Scott added that he would also like to see the council more involved with UAMPS this year.

Mayor Tran said that she will be reviewing what to do with the city newsletter. Mayor Tran added

that the council used to hold a Q and A session every Saturday but because of the lack of participation by residents, she feels it best to only continue with the Q and A session held before each council meeting.

The City Council discussed the number of council members allowed to be gathered a public setting before it legally has to be properly noticed.

Council Member Blackham added that if members of the public wish to meet with council members they should consider having a staff member present to help ensure information given is accurate.

The Council Members took a lunch break at 11:55 a.m.

The City Council discussed potential city events to be held during the upcoming year, as well as considering city rebranding.

Council Member Oaks commented that it will cost a lot to go through a rebranding and we have a lot of projects already being considered which will cost the city a significant amount of money. This might be something we will need to put off for the year.

Shayne Scott said that there will soon be a customer utility app launched where residents will be able to pay their bill and see the real-time usage of their power. We hope the council will help to encourage our residents use the app.

Council Member Jackson suggested there be a better way to notify residents of power outages.

Council Member Blackham commented that he feels that the city has had to ask a lot of our residents over the last few years and it might be time to give them a break. Instead of spending more for new job positions, the city should focus on retaining the employees that we currently have. Our employees are our biggest asset and we need to continue to take care of them. Council Member Blackham said he feels the city's focus should be on the operations center, but we need to figure out exactly where those funds will come from. Council Member Blackham added that he doesn't want to hold a truth in taxation hearing this year or increase taxes, but we also shouldn't need to take money from the city's rainy day funds. There are other revenues coming in that the city could use.

Shayne Scott responded that because the city has so many upcoming needs, it is likely some form of tax increase will be needed. Otherwise there will be some tough decisions to have to make.

Mayor Tran commented that the city can hold a truth in taxation hearing without changing our tax rate. For several years the city didn't raise taxes at all and then had to raise taxes one-hundred percent in order to cover costs. If we don't raise taxes we will likely need to cut budgets. Mayor Tran said she feels that the city should continue to hold truth and taxation hearings so that we continue to be transparent, and so that we aren't setting a precedence that we won't be raising taxes in the future. At some point we will need to raise taxes to keep up with rising costs. We don't want to misrepresent our intentions. We will need to find a way to come up with the money to cover our costs if we don't raise taxes.

Council Member Blackham said that he doesn't think that we should need to ask departments to cut budgets and we need to ensure that we keep our employees on track with their salaries.

Mayor Tran said that we need to be proactive with our economic development.

Council Member Jackson said that he would like to see more data about what funds are needed for the upcoming year and the projects that have been discussed.

Council Member Blackham said that he would like to see the police station bond paid off because there is a lot of revenue going into that bond every year. That money could help go to other areas needed in the city. That bond needs to be paid off before we create another bond for the operations center renovation.

Mayor Tran suggested holding a quarterly or monthly meeting as a council before council meeting to discuss some of these items.

Council Member Adams made a motion to adjourn the meeting at 1:05 p.m., seconded by Council Member Hunt and passed unanimously.

KAYSVILLE CITY COUNCIL
February 3, 2022

Minutes of a regular Kaysville City Council meeting held on February 3, 2022 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

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

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Community Development Director Melinda Greenwood, Information Technology Assistant Jordan Hansen, Assistant Finance Director Levi Ball, Police Chief Sol Oberg, Ammon Gruwell, Paul Allred, Curtis Koch, Ashley Alvord

OPENING

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

CALL TO THE PUBLIC

Nothing was brought under this item.

PRESENTATIONS AND AWARDS

UTAH RECOGNITION AWARD

Mayor Tran explained that this item had been postponed.

APPROVAL VOTING PRESENTATION

Ammon Gruwell, with Utah Approves, explained that approval voting is a voting system in which each voter may choose to vote for any number of candidates, and the winner is the candidate approved by the largest number of voters. It elects based on favorability rating rather than exclusive support. It tends to favor candidates with broad-based appeal over those with a passionate base of support. Our current system tends to work well for races with only two candidates, whereas approval voting can be for races with any number of candidates. There is a cost savings with approval voting because there is no primary election held so there is only one election. Approval voting has found to limit vote splitting and spoiled elections, and there are clearer winning mandates. In areas where approval voting has been conducted, they have found a higher voter satisfaction with consensus winners. It is secure, transparent and easily audited. Approval voting is a simple method for everyone involved. There is not much voter education needed, as ballot instructions are simple. Approval voting tends to have fewer spoiled ballots. The county will not need to purchase any new software and ballot sizes will remain unchanged. With approval voting, it shows the true levels of support for each candidate with how people vote. Our

current voting system is a simple system, but it has low voter satisfaction with crowded races. Ranked choice voting systems have a higher satisfaction rating, but are much more complex. Approval voting is simple, and has a higher voter satisfaction as well.

Council Member Oaks commented that the approval voting system seems like the votes could be easily manipulated. If you don't like a candidate, you could cast a vote for everyone except that candidate.

Mayor Tran asked about how many cities have used approval voting.

Ammon Gruwell responded that it has been used throughout the world. Most recently here in the US, it was adopted by Fargo, North Dakota and St. Louis, Missouri. In St. Louis, the voters felt that instructions were clear and easily understood. They felt that the use of approval voting should be expanded. Mr. Gruwell said that their group is asking cities to contact the legislatures to request their support for the bill allowing cities to use approval voting as an option. Once approval voting is an option, the city should consider opting into the pilot program to use approval voting in 2023.

Council Member Oaks asked if the aforementioned bill was being considered in the current legislative session.

Ammon Gruwell responded that it is currently being drafted and will be submitted within the next few days. It's possible that it could be pushed to an interim committee or to the next legislative session.

Council Member Adams asked about who would conduct the election when using approval voting.

Ammon Gruwell responded that the county would continue to run the election if the city wishes to continue to contract with them. Their group, Utah Approves, would not run the election but would be in a support role as a non-partisan organization to help with voter education. They feel passionate about making sure elections are secure and effective. They feel that approval voting would help to put more trust into the election system and would help people feel more represented and heard. They have spoken with the County who are aware of what would be required of them should the approval voting be approved.

Curtis Koch, with the Davis County Clerk/Auditor's office, said that the county appreciates the longstanding relationship that the city and county have had in administering the elections. In regards to tonight's discussion, there are currently several considerations for various methods of voting. The county is able to conduct approval voting with their current system and would be willing to do that for interested cities. This is an alternative voting method that all twenty-nine county clerks in Utah have said that they could administer if cities were interested. This alternative method was brought to the state by private citizens. When the state legislature opened up their pilot project for alternative voting methods, they only opened it up to one alternative method, which was ranked choice voting. Citizens then felt there were better methods, and they have since brought it to our state. Whether it will be allowed, will be at the discretion of the legislation. If this method is something cities are interested in, they should let their legislatures know. At this point, the county has not spoken with any of the cities that have conducted this approval voting method.

Council Member Oaks thanked the county for their efforts to inform the public about the integrity of our elections.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

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

- a. Approval of Minutes of January 6, 2022.
- b. Approval of Minutes of the joint work session of January 20, 2022.
- c. Appointment of Patti Cook, Michelle Barber, Desirae Carnahan and David Moore as Parks and Recreation Advisory Board Members.
- d. Appointment of Paul Allred as a Planning Commission Alternate.

The motion was seconded by Council Member Blackham.

The vote on the motion was as follows:

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

The motion passed unanimously.

WORK ITEMS

POLICE SALARY DISCUSSION

Chief Sol Oberg explained that at the city council work session on January 28, 2022, he approached the council regarding what could be called a crisis in law enforcement right now. There is a shortage of available police recruits in the State of Utah, which has led cities and counties, particularly those located across the Wasatch Front, to significantly raise the wages of their sworn peace officers. This has proven to be necessary to recruit and retain officers. This ongoing issue has been increasing for the last couple of years, but hit a tipping point in the last six months, which has resulted in many cities giving significant out-of-budget increases to their officers and raising their pay scales and compensation plans. Commonly these increases have ranged from 10-30% in order to stem the loss of officers to other, better paying agencies. We have been reaching out try to recruit candidates in any way we can, and has advertised positions in our department nationwide. The Kaysville Police Department is currently unable to compete with what many other cities are paying their officers. Due to our current pay plan and compensation levels, we are at risk of losing many of our peace officers in the immediate to near future. Staff is requesting an immediate increase in police pay rate of our current sworn officers as well as the adoption of a new compensation plan with higher wage levels. This will enable the department to keep the officers we currently have as well as successfully recruit new officers, thereby maintaining adequate service levels and the high quality of life our community enjoys. Chief Oberg added that a

compensation study was recently completed for the police department. The consultant used to conduct the study looked at thirty-four other departments and included all of the sworn positions within the department. The survey included the effective date that wages were increased by these cities, the wage for each position, the salary increase for each position, ranking by position, and recruitment/retention incentives. One of the issues we have found is that some of our officers have topped out on our pay scale for that position, and yet they can find the similar job elsewhere that will start them at the same salary they were already making.

Council Member Oaks asked what could be administratively.

Chief Oberg said that they could potentially move the salaries within the existing ranges, but he would like the council to consider changing the police to a ten-year pay plan. If our costs of living increases are not as large as other cities for more than a couple of years, it really hits our pay plan hard. Changing to a ten-year plan would help prevent more problems in the future. We also need to look at the salary for each position and how long it will take to get to the top of their salary range.

Council Member Jackson asked if the department is seeing more officers leave in certain positions.

Chief Oberg responded that it has varied. Kaysville hasn't seen as many officers leaving after their ten-year mark, and we hope to keep it that way. Chief Oberg added that he also would like to be able to offer incentives, such as education reimbursement.

Council Member Jackson commented that Kaysville is one of the lowest, if not the lowest, in our police wage of all of our neighboring cities.

Council Member Blackham said that while some of the wages of the positions are comparable to neighboring cities; other positions are too low and need to be increased. Council Member Blackham said he feels that the city could be able to bring the wage up for certain individuals in the department without having to do a blanket increase for all positions. Is there room in the budget for Chief Oberg to move certain individuals up in their pay? The amount being asked for with this proposed salary increase would cost \$183,000 for the remainder of this fiscal year, and \$433,000 for the next fiscal year, which does not include an additional 30% for benefits. Council Member Blackham said that he would like to see the city not raise taxes this year and feels there is room in our current budget to give raises for those officers we are afraid of losing.

Chief Oberg said that is what he is doing here tonight. The amount being proposed is not changing the salary range for the police department, but is only moving the rates for each position to where it is comparative to other cities. Some positions will be getting more of an increase than others will. They are not being proposed in excess of what is comparable.

Council Member Blackham asked about the compensation study done a couple of years ago.

Chief Oberg said that it was a good survey, which resulted in moving the salary range for their officers, but not giving them a significant wage increase.

Council Member Blackham said that he would like to have further discussion in order to get the specifics on where our officers are at on their salary range and pay scale, and which officers we

are concerned about losing. Council Member Blackham added that he is also concerned about taking care of the rest of the city employees and ensuring that any decisions made won't negatively affect them.

Shayne Scott said that if Chief Oberg has the discretion to give an individual a salary increase where he feels merits it. However, this issue is a statewide problem and is not something that will only effect one individual but has affected our whole police department. If this proposal were within the police department's current budget, Chief Oberg wouldn't be making this request.

Council Member Hunt said that the city does have some rainy day funds, and suggested that maybe in lieu of a salary increase, offering our officers the equivalent amount in a form of a bonus for the time being. Then the council can work on finding a different way of covering this cost before the next fiscal year. Once we commit to a salary increase, we can't go back on that. We can also look at other incentives rather than increasing salary right away.

Chief Oberg responded that he is willing to try anything but doesn't feel as if this crisis will go away anytime soon and a wage increase will need to be considered. We already offer many incentives for our officers, which are great but they don't help our officers in regards to having what is needed to help take care of their families. Chief Oberg said that he would like to see the city consider offering a compressed 8-10 year pay scale, FTO pay while training new officers, new hire sign on bonuses, among other incentives we are seeing at neighboring cities.

Council Member Adams said that the city seems to be bringing in more money every year through taxes and feels that we would be able to help pay for this proposed increase through those taxes. Council Member Adams said he would like to see the officers' sign an agreement committing to working for Kaysville for a specified amount of time.

Nic Mills responded that those types of employment contracts are hard to manage and if an officer were to leave before the specified time it would be cost-prohibitive to enforce the agreement.

Council Member Adams said that he feels the proposed salary increase should be approved, but that the city should use our rainy-day funds in order to supplement this for a year. Council Member Adams said that he hopes the city continues to see an increase in our sales taxes. If we don't see that increase, it may result in the council going back to Chief Oberg to discuss where he is at with the police department at that time.

Shayne Scott said that staff is not prepared tonight to discuss the specifics of the budget and how this proposed salary increase would be budgeted. However, the council will need to make a decision on item soon.

Council Member Adams made a motion to move this item to an action item, seconded by Council Member Hunt.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams,
Council Member Hunt, yea

Council Member Jackson, yea
Council Member Oaks, yea

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Council Member Adams said that the youth city council would be doing a mock city council meeting next month on March 3, 2022.

Council Member Tran said that the council has been participating on many discussions at the capital and participated in a UAMPS training earlier that day.

ADJOURNMENT

Council Member Oaks made a motion to adjourn the City Council meeting at 8:34 p.m., seconded by Council Member Adams and passed unanimously.

STAFF REPORT



COUNCIL MEETING DATE: February 17, 2022

TYPE OF ITEM: Consent
PRESENTED BY:

SUBJECT/AGENDA TITLE: Parks and Recreation Advisory Board Appointment

EXECUTIVE SUMMARY:

The Kaysville Parks and Recreation Advisory Board recently had a member resign, leaving an open seat on the board. Mayor Tran is proposing to appoint Liesl McMurray to fill the vacant Parks and Recreation Board member seat.

The Parks and Recreation Advisory Board is composed of 7 members, all of whom must reside in the City for at least one year prior to their appointment. Board members serve a term of 4 years. The Board functions as a planning, advisory, and coordinating body for the City in matters pertaining to parks and recreation plans and programs. Their efforts are coordinated with the Parks and Recreation Department and all actions or proposed actions are submitted through City Staff and receive approval of the City Council prior to implementation. (KCC 12-5-5)

Council Options: Approve or reject

Recommendation: Approve

Attachments: None

STAFF REPORT



MEETING DATE:

TYPE OF ITEM:

PRESENTED BY:

COUNCIL OPTIONS:

RECOMMENDED OPTIONS:

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION:

ATTACHMENTS:



Potential Police Salary Increases

Assumptions:

- These increases relate only to the current police request to increase wages and related benefits.
- Based on an average assessed property value of \$400,000 for both residential and commercial.

Certified Tax Rate Value* **\$2,572,908,682**

*Total county assessed value of all taxable real estate

	Total Additional Police Funding Request	Tax Rate Increase	Current Tax Rate	Total Tax Rate
FY 23	\$641,725	0.000249	0.001663	0.001912
FY 22	\$206,254	Paid for with one-time funds		

Taxpayer	Annual Cost Increase	Current Annual Cost	Total Annual Cost
Residential	\$ 54.87	\$ 365.86	\$ 420.73
Commercial	\$ 99.77	\$ 665.20	\$ 764.97

Amending the budget now to increase police salary does not immediately increase property tax rates. Property tax rates can only be increased through the Truth in Taxation process with public notice.

However, amending the budget now does obligate Council to decide on how to pay for this additional cost for FY22, FY23, and beyond. Council may continue to use one-time funds or increase property taxes through Truth in Taxation.

STAFF REPORT



COUNCIL MEETING DATE: February 17, 2022

TYPE OF ITEM: Work

SUBJECT/AGENDA TITLE: RAMP Advisory Committee

EXECUTIVE SUMMARY: In the November 2021 general election, Kaysville residents approved a Recreation, Arts, Museum and Parks (RAMP) Tax as allowed in Utah State Code 59-12. Municipalities use many different options to allocate RAMP funds such as an advisory committee, percentage based, grant process, etc. Each is unique to that municipality. As the Citizens for Kaysville RAMP and the City Council discussed in the spring and summer of 2021, an advisory committee was the preferred option. Layton City was referenced on their process during these meetings and this proposal mimics the RAMP commission for Layton City. Kaysville Parks and Recreation Advisory Board reviewed this draft ordinance and favorably recommends the adoption of creating the RAMP Advisory Committee. The proposed RAMP advisory committee would make recommendations to the City Council during the budget process on how to expend the funds. The City Council has ultimate authority is the allocation of RAMP funds. Utah State Tax Commission estimates that Kaysville RAMP will generate around \$400,000 annually.

Council Options: 1) Move this RAMP Advisory Committee ordinance to an action item 2) Decline to forward this item to an Action item

Recommended Options: Staff recommends that the City Council move this to action item

Fiscal Impact & Fund Source for Recommended Action: No fiscal impact anticipated

Chapter 10 Recreation, Arts, Museum, And Parks (RAMP) Tax

4-10-1 General Provisions

4-10-2 Statutory Authority

4-10-3 Purpose Of Provisions

4-10-4 Imposition - Amount

4-10-5 Use Of Revenues

4-10-6 Collection

4-10-7 Ramp Advisory Committee (Proposed)

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.

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

4-10-2 Statutory Authority

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

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

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.

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

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.

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

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.

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

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.

HISTORY

Adopted by Ord. [21-12-02](#) on 12/2/2021

4-10-7 RAMP Advisory Committee

1. There is hereby created an advisory board known as the RAMP Advisory Committee. Its members shall be appointed as set forth herein and in accordance with statutory requirements.
2. The RAMP Advisory Committee shall function as a planning and advisory body for the City Council in all matters pertaining to the expenditure of the RAMP Revenues. The RAMP Advisory Committee is not empowered to bind or obligate the City or any of its departments.
3. The RAMP Advisory Committee shall consist of 9 members with 3 standing members and 6 at large members. The Mayor may appoint one City Council member to serve as a non-voting liaison to the RAMP Advisory Committee.
4. Alternate members may be appointed to the RAMP Advisory Committee. Such appointments shall be in the same manner as the appointment of a RAMP Advisory Committee member. Alternate members will only participate in regular meetings when needed to fill a vacancy during the temporary absence of a RAMP Advisory Committee Member
5. The 3 standing members shall include; Kaysville City's Parks and Recreation Director or designee (Parks Representative), Kaysville City's Recreation Superintendent or designee (Recreation Representative), and a Kaysville Historic Preservation Committee member (Museum

Representative). The 6 at large members shall be appointed, by the Mayor after counsel with and the consent of the City Council, from among the residents of Kaysville City.

6. The RAMP Advisory Committee shall select annually, during the first regularly scheduled meeting in January, a Chairperson, Vice Chairperson, and any other officers deemed necessary, all of whom may be selected to succeed themselves. Such officers shall be elected from among the at large members of the RAMP Advisory Committee by majority vote of the total membership, with their duties and responsibilities being set forth in the RAMP Advisory Commission Bylaws and Rules of Procedure.

7. The term of office for each at large member shall be 2 years. The terms will be staggered so that 3 at large members' terms of office will expire on December 30th of a given year, the other 3 at large members' terms of office that will expire on December 30th of the second year, and then continuing each year in that order. No at large member shall serve more than 3 consecutive terms.

8. Appointed members of the RAMP Advisory Committee may be removed from office with or without cause by a majority vote of the City Council. A member may be removed for failure to attend 3 consecutive committee meetings or failure to attend 75% of the meetings in a 6 month period. Vacancies occurring in an unexpired term are to be promptly filled as an original appointment, and are only appointed for the remainder of the unexpired term.

9. The minutes of each meeting of the RAMP Advisory Committee shall be recorded and preserved. Minutes of each meeting shall be approved by the Committee and signed by the Chairperson. All official actions shall be recorded therein, and copies of all letters to and from the Committee shall be preserved. All records of the Committee are considered public records, unless designated otherwise.

10. The RAMP Advisory Committee shall advertise for, collect, review, and prioritize all grant applications and make a yearly recommendation to the City Council for the expenditure of all RAMP funds.

KAYSVILLE BUSINESS PARK

ARCHITECTURAL REVIEW BOARD STAFF REPORT



COUNCIL MEETING DATE: February 17, 2022

TYPE OF ITEM: ACTION

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Site plan review and approval for an addition at Camping World at 780 North Kays Drive

EXECUTIVE SUMMARY:

Applicant/Owner: JB Journey LLC. and Crosjo LLC.

Location: 780 North Kays Drive

Acreage: 16.8

JB Journey and Crosjo, LLC. submitted plans for a 3,780 square foot addition to their existing service bay. The addition will be located on the west end of existing building and service bays. The attached site plan indicates the location of the sewer easement and existing fire hydrant and shows the building will not encroach into the easement. Their plans include a relocation of the fire hydrant.

The applicant has also submitted plans which detail the addition will match the existing architectural style, materials and color scheme. The new bay door will be 16' high, matching existing bay doors and the proposed building addition will match the existing height of 26'.

The applicant is looking for Architect committee approval before proceeding with further construction details.

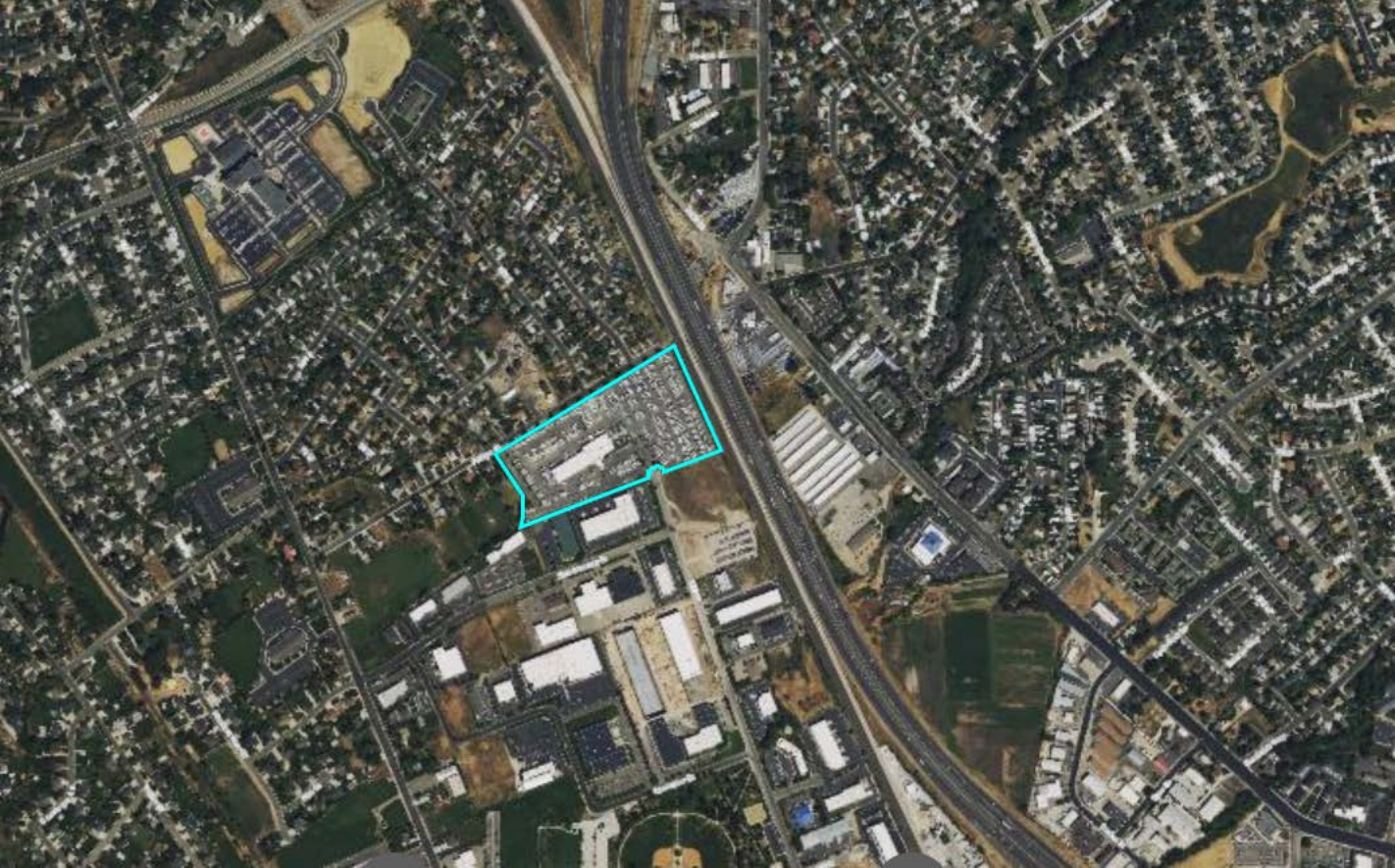
Council Options: Approve, Deny, Table for more information

Recommended Options: Approve

Fiscal impact & Fund Source for Recommended Action: N/A

Attachments:

1. Camping World Kaysville Architectural Review Plans
2. Location Map



CAMPING WORLD KAYSVILLE - ADDITION

OWNER

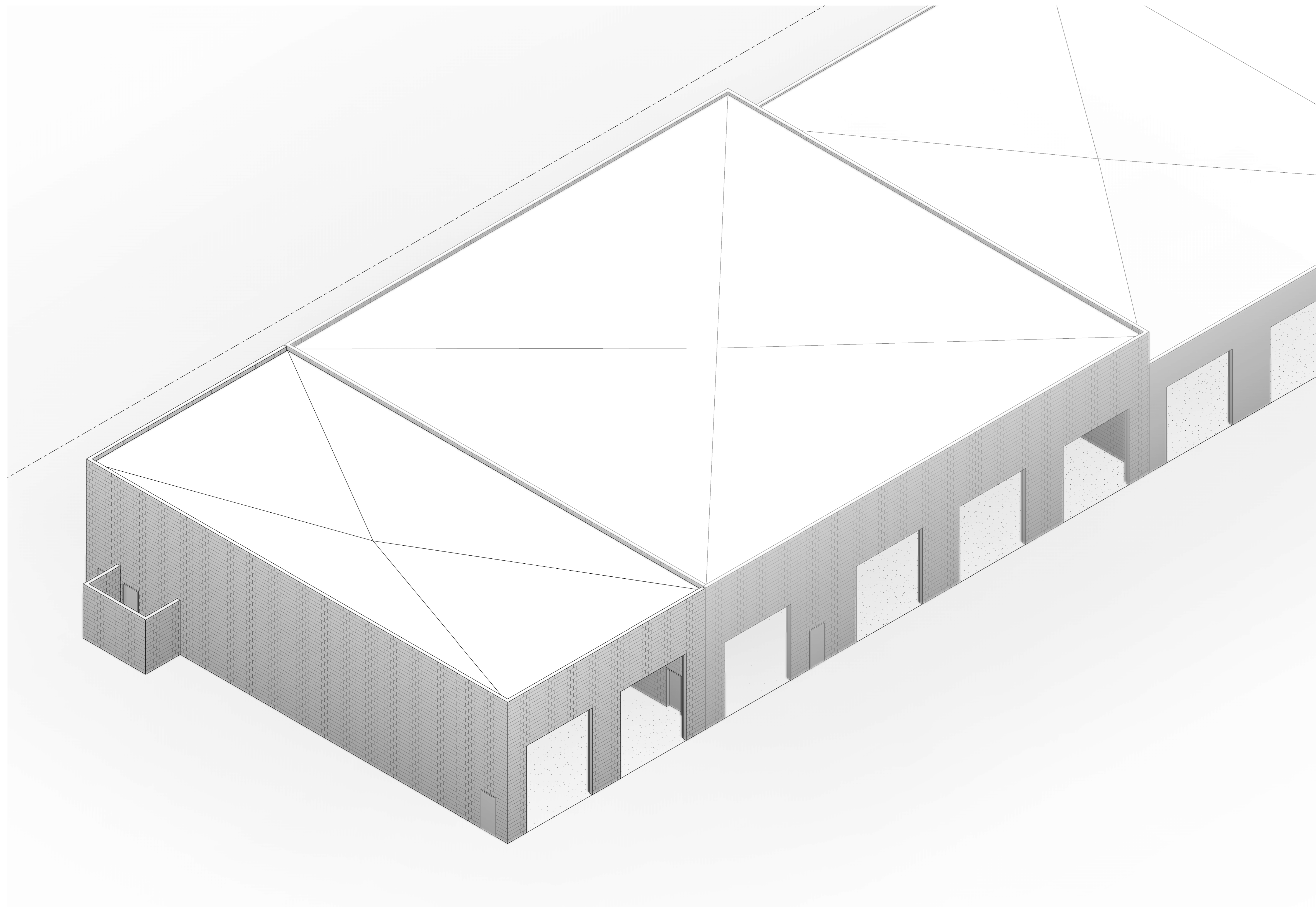
CAMPING WORLD
CASEY SMITH
780 N KAYS DR, KAYSVILLE, UTAH
84037

ARCHITECT

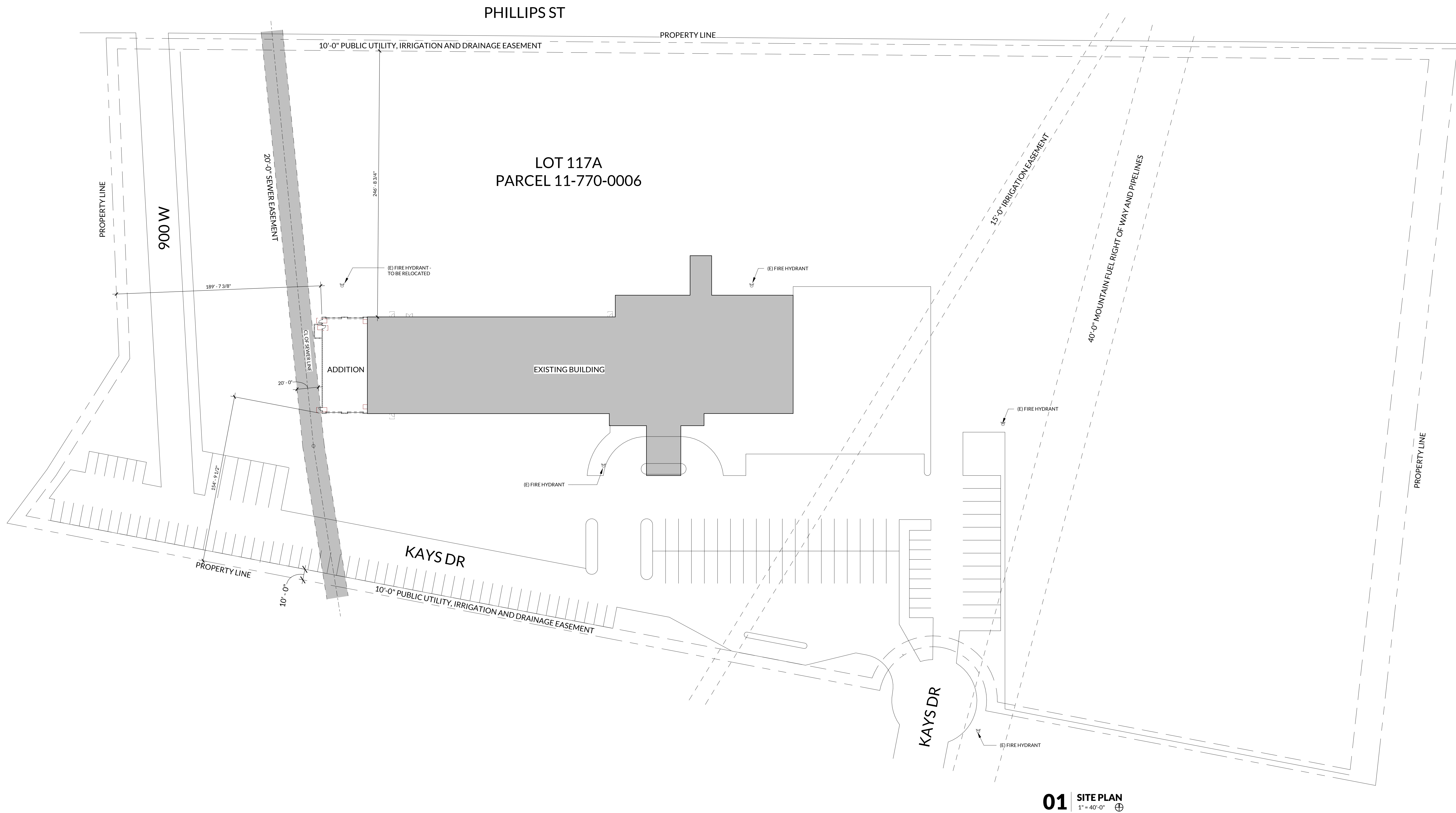
INCLINE ARCHITECTS
1952 E BRYAN AVENUE
SALT LAKE CITY, UTAH 84108

CONSULTANT 1

CONSULTANT 1 INFO



KAYSVILLE ARCHITECTURAL REIVEW



01 | **SITE PLAN**
1" = 40'-0" ⊕



INCLINE ARCHITECTS
1952 E BRIAN AVENUE
SALT LAKE CITY, UTAH 84108

INTERIM REVIEW ONLY

These documents are incomplete, and are released for interim review only and are not intended for regulatory approval, permit, or construction purposes.

Architect: XXXXXX
Arch. Reg. No.: XXXX
Date: XXXXXX

CONSULTANT 1

CONSULTANT 1 INFO

CONSULTANT 2

CONSULTANT 2 INFO

**CAMPING WORLD KAYSVILLE -
ADDITION**
780 N KAYS DR. KAYSVILLE, UTAH 84037

REVISIONS

NO.	DESCRIPTION	DATE

INCLINE: 21-032

OWNER: XXXXXXXX

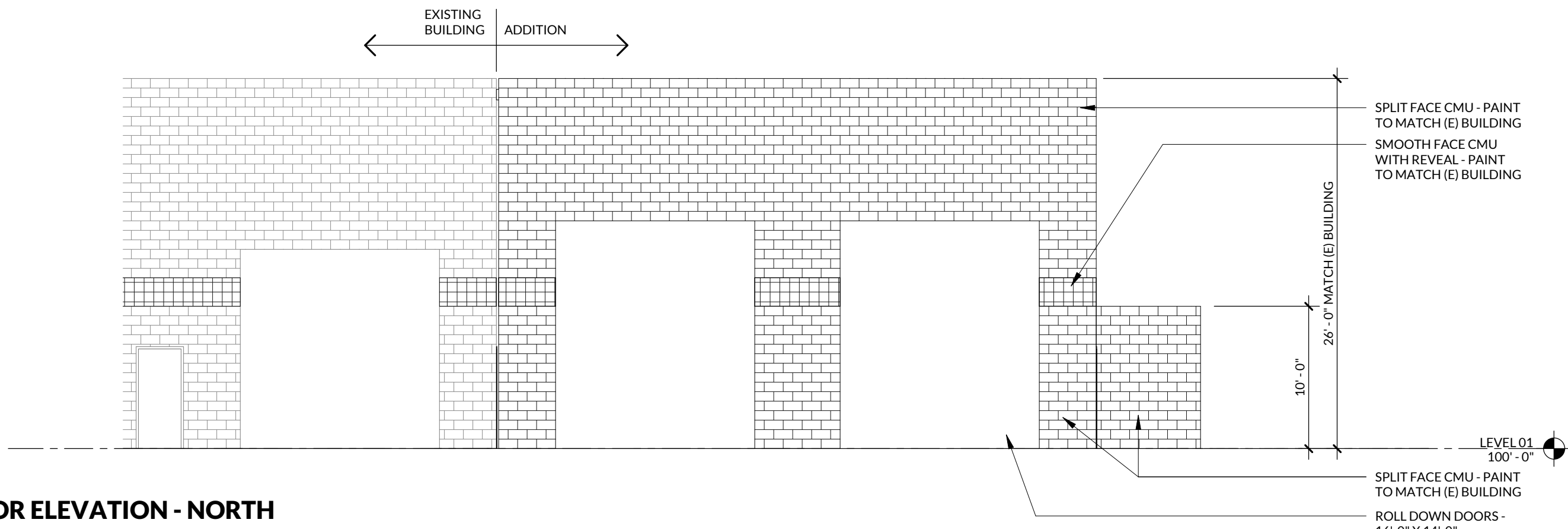
02/03/2022

PROJECT STATUS

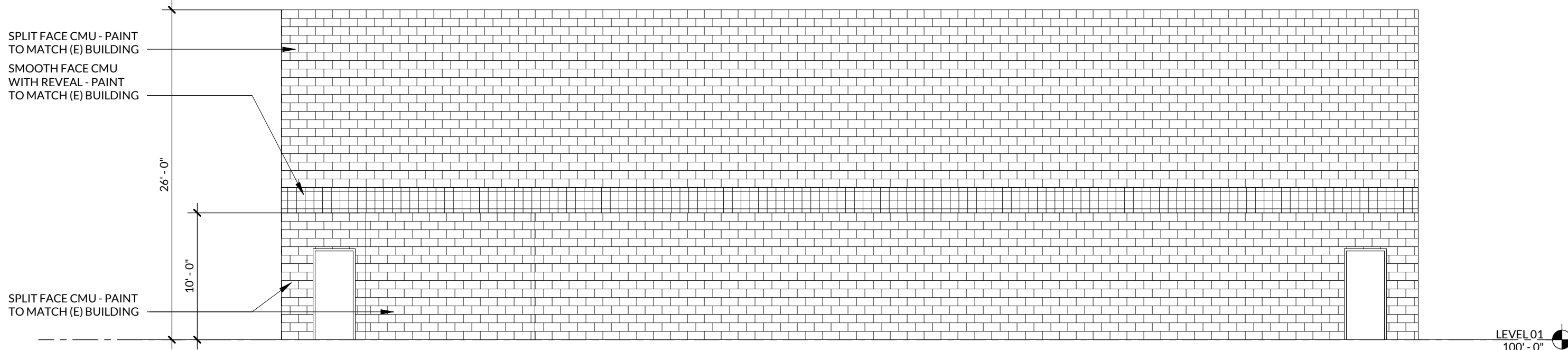
**CONCEPTUAL
SITE PLAN**

AA.01

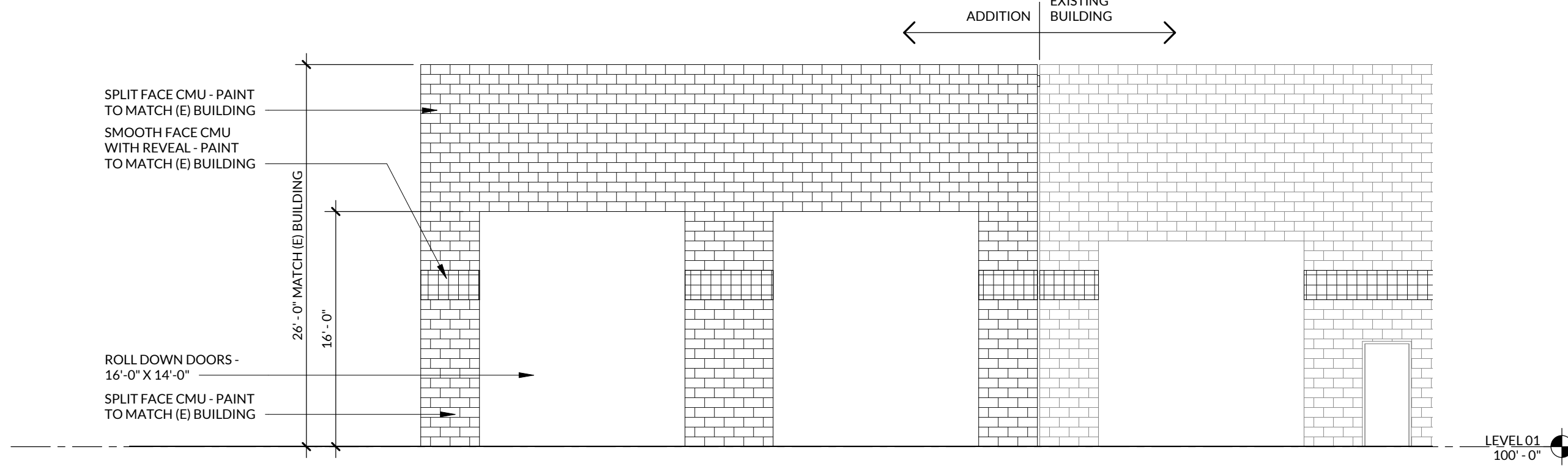
04 EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



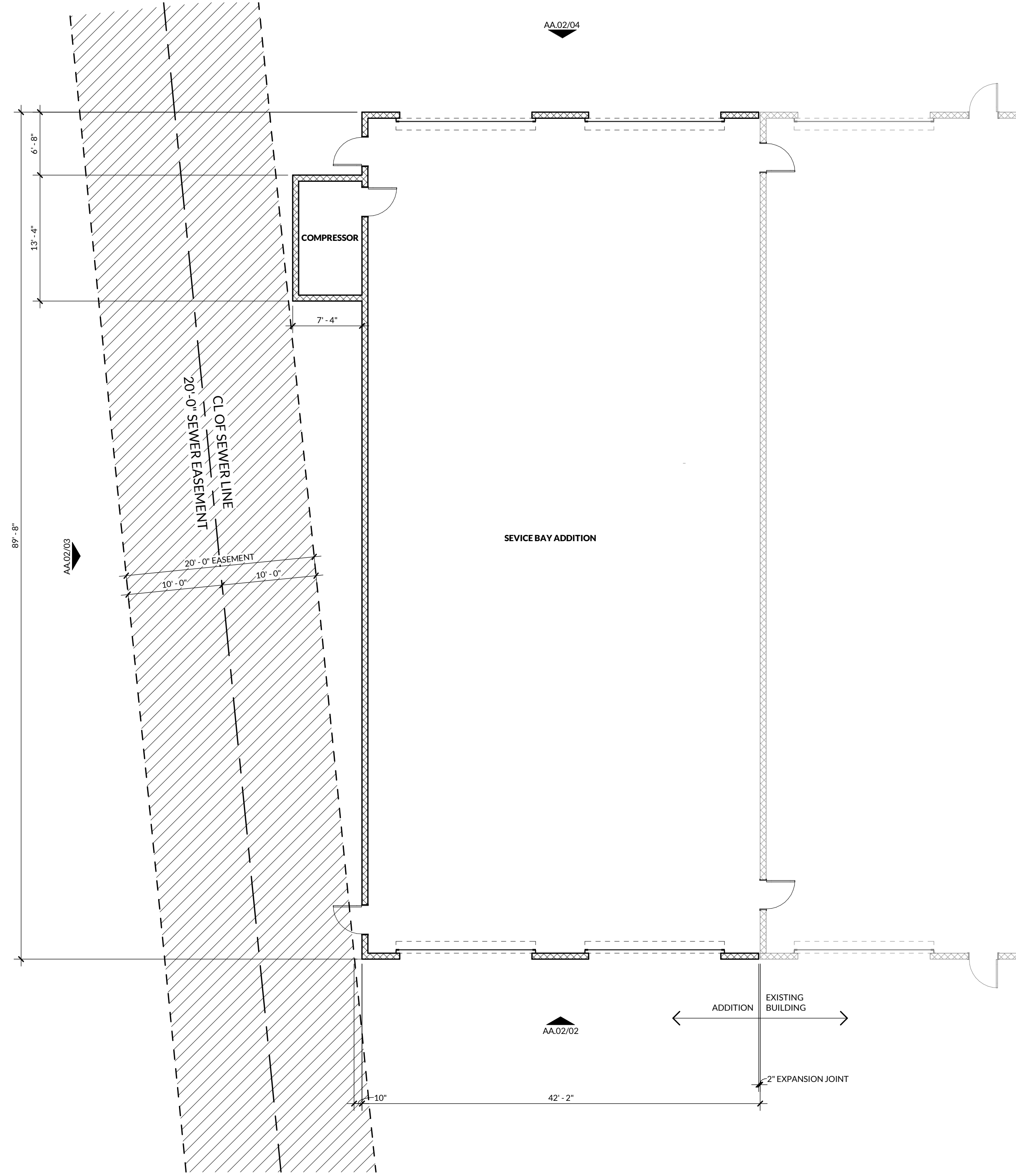
03 EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



02 EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"



01 PLAN - ADDITION
1/8" = 1'-0" ⊕



EXISTING BUILDING - ADDITIONAL TO MATCH EXTERIOR MATERIAL AND PAINT



INCLINE ARCHITECTS
1952 E BRIAN AVENUE
SALT LAKE CITY, UTAH 84108

INTERIM REVIEW ONLY

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Architect: XXXXXX
Arch. Reg. No.: XXXX
Date: XXXXX/XXXX

CONSULTANT 1

CONSULTANT 1 INFO

CONSULTANT 2

CONSULTANT 2 INFO

CAMPING WORLD KAYSVILLE -
ADDITION
780 N KAYS DR. KAYSVILLE, UTAH 84037

REVISIONS

NO.	DESCRIPTION	DATE

INCLINE: 21-032

OWNER: XXXXXXXX

02/03/22

PROJECT STATUS

PLAN AND EXTERIOR ELEVATIONS

AA.02