

1 **PUBLIC COMMENT – THIS IS THE PUBLIC’S OPPORTUNITY TO**
2 **COMMENT ON ITEMS NOT ON THE AGENDA**
3

4 Terina Darcey informed the council about Winterfest on November 30 held at the Kamas
5 City Event Center from noon to 5:00p.m. There will be live music and performances,
6 festive food and drink, and Santa Claus will be there at 3:00. There will also be a tree
7 lighting at 5:15 at the City Hall. There will be a gingerbread house decorating contest and
8 a corporate tabletop tree decorating challenge.
9

10
11 **EAGLE SCOUT PROJECT PROPOSAL AND POTENTIAL CONTRIBUTION**
12 **DECISION**
13

14 Matt Lee, Kamas Valley Scout Master, stated there are 4 scouts trying to complete their
15 Eagle Scout projects. The city has asked them to build tables and benches for the new
16 pavilion at the City Hall Park. Blazzard Lumber is donating wood for the benches, Home
17 Depot may donate some table kits. They will fundraise for the tables if needed. The table
18 kits are \$70 per table, and they are building 5 tables. The cost would be \$350 if Home
19 Depot doesn’t donate them. The benches can be made of wood or Trex. Blazzard is
20 donating all the wood for the benches. If we want Trex they would need to be purchased
21 at a cost of \$325 per bench. The scouts may need help from the city for some of the
22 supplies.

23 Mayor McCormick stated they have talked about using money from buildings and
24 grounds so if Home Depot doesn’t donate the tables, we have money for those as well.
25 Councilor Bateman explained this came about from a RAP Tax grant. We applied for
26 enough money for a pavilion, tables and benches. We were only awarded enough for the
27 pavilion. She talked to the scout master about the project to see if it would be a
28 possibility.

29 Councilor Bateman invited the scouts to the podium to introduce themselves and they
30 explained what they have each been working on for the project.

31 Mayor McCormick stated the approval is for the concept. We can work on the details
32 later.

33 Matt Lee stated these projects will be completed within 2 weeks. Currently they have 20
34 active scouts in the program. There will be another 15 scouts within the next year looking
35 for projects. He would like to partner with the city and have the scouts help with different
36 projects if needed.

37 Mayor McCormick stated he is committed to working with the scouts in the future and
38 trying to help.

39 Councilor Darcey thanked the scouts for going through the program to complete their
40 projects for their Eagle Scout.
41

42
43 **SUBDIVISION ORDINANCE DISCUSSION**
44

45 Jay Springer, attorney with Smith Hartvigsen. He has been contracted through the State
46 with the City to bring the subdivision ordinance into compliance with 2 pieces of

1 legislation, 2023 SB 174 and 2024 HB 476. We have until the end of 2024 to comply
2 with this.

3 Springer explained this will be paid for from the State. Springer needs direction from the
4 council on some of the items. Springer distributed a questionnaire to review with the
5 council for optional decisions. This includes ideas of what the city can do within the
6 scope of what the legislature has decided. The two major concerns that need to be talked
7 about are the Administrative Land Use Authority, which is the approval body, and the
8 other is subdivision improvement plans and the approval process. The legislator made it
9 clear that those qualifying subdivisions can no longer go to the council for approval. The
10 Planning Commission can be involved in the preliminary approval, which can have one
11 public hearing, but the Planning Commission cannot be the final approval.

12 Springer discussed the different public hearing requirements, the timelines for the
13 improvement plans, and preliminary plan requirements.

14 Springer explained this ordinance will go to the Planning Commission at their next
15 meeting and then back to the council for final approval in December.

16 Councilor Bateman asked the applicant still needs to come to a pre planning meeting with
17 staff.

18 Springer explained there will need to be a checklist available with all the requirements for
19 the applicant available so a pre meeting is not necessary.

20 Mayor McCormick asked if we need to have this checklist ready to be adopted with this
21 ordinance.

22 Springer stated it should be reflected in the code already. If there are different standards
23 needed, they will be written with the new code.

24 Mayor McCormick would like to make sure everything we feel like is needed is included
25 in the new code. Mayor McCormick asked if Springer would provide the council with
26 some ideas from the different city's he has already helped.

27 Councilor Bateman asked if an applicant has a substantial change can we add verbiage to
28 have the process start over.

29 Springer stated this goes into effect December 31, which means this needs to be adopted
30 in December.

31 Mayor McCormick would like the council to see updates and be able to comment as
32 we're going along.

33 Springer will narrow down the draft. The draft that will be going to the Planning
34 Commission can be sent to the council. The updates will then be reported to the council
35 as needed.

36 Councilor Gines feels this is a lot to get done within a short amount of time.

HENDERSON DEVELOPMENT TO DISCUSS CONCEPTUAL PUD PLANS FOR KAMAS COMMONS LOTS 7 AND 8

41
42 Amanda Curtis read her staff report.

43 Blake Henderson with Henderson Development introduced himself and explained he
44 would like to have a discussion regarding if there is a possibility of a PUD. Henderson
45 presented a power point of his proposed project and told the council of different projects
46 he has developed.

1 Councilor Blazzard explained she was here in 2016. The only other time a parapet was
2 approved was the library next door. She is familiar with the project and remembers there
3 being a good discussion.

4 Henderson explained the parapets help hide some of the mechanical on the roofs that help
5 make it look more attractive.

6 Councilor Gines was on Planning Commission when this came to the city. The height
7 was an issue, and the parking is an issue. The lot that is being set aside for a hotel, is
8 there a demand for two in the valley. Francis is putting one in right now as well. Are the
9 apartments owned by the developer and rented?

10 Henderson stated yes.

11 Councilor Gines asked how much would the rent be for the apartments that would be low
12 income?

13 Henderson hasn't figured the number with the AMI yet. In the PUD process it keeps it
14 mixed use and keeps one building as residential and one building as commercial. It's
15 easier to run if it were this way.

16 Councilor Gines stated the height requirement is going to be a nonstarter for him because
17 we've turned others away. To be fair we need to stay with the height requirement.

18 Henderson feels this is a strong location and if they build the right development this will
19 be very successful.

20 Councilor Gines asked if Henderson would consider helping with the low income for first
21 responders, teachers, etc.

22 Henderson is willing to include this.

23 Councilor Darcey feels this is a good location but is very concerned about the parking.
24 Anything that shows a hotel without the oversized parking spaces is a nonstarter for him.

25 Councilor Darcey feels strongly that there needs to be access from Hwy 248 for the hotel
26 traffic.

27 Henderson explained the shared parking will be between the residential and businesses
28 because they are there at different times of the day.

29 Councilor Darcey is willing to hear about the shared parking. He would like to see
30 oversized parking stalls at the hotel. The hotel height is the highest building. He is against
31 a 44-foot height parallel to highway 248. Councilor Darcey stated there is no way he
32 would ever consider giving approval without water.

33 Henderson understands the need for water, but the usage in the small apartment would be
34 much less than a normal single-family home. The number of water shares required for the
35 project as is would be a deal breaker.

36 Councilor Darcey would like sufficient sidewalks and crosswalks for pedestrian safety.
37 Would the lot 7 wetlands be dedicated open space?

38 Henderson stated it's not dedicated but as it stands right now there are wetlands. They are
39 having the Army Corps of Engineers coming to look at the lot and may possibly have the
40 wetlands mitigated.

41 Councilor Staples has concerns. We need to be sensitive to the neighbors, the density is
42 too high.

43 Henderson asked which is too high, commercial or residential.

44 Councilor Staples feels it looks like a lot of parking and a lot of buildings. The residential
45 is too much. The water shares are a concern. Councilor Staples agrees with the height

1 restriction comments. She is not opposed to reciprocal parking, but feels there's not
2 enough presented. She doesn't know if the PUD is enough to bring this all in.
3 Councilor Bateman follows in line with the rest of the comments. She likes the hotel up
4 front, but also would like to see a better visual impact. Snow removal was not mentioned.
5 This is another concern. Councilor Bateman doesn't want to adjust on the long trailer
6 parking. If there is residential, there may be kids. She doesn't want to see not having a
7 place for the kids to hang out. She would like to see some green space available. Possibly
8 move the hotel to the other lot owned. The density doesn't scare her, it's the placement. If
9 it's not affordable the older generation will not want to be in this type of development.
10 Councilor Bateman asked if the project could be phased so the water requirement can be
11 reached.
12 Mayor McCormick commented we haven't addressed rentals in the moderate-income
13 housing ordinance. Also, the uses asked for are already allowed. It has been asked to
14 make concessions from the city to make this happen. What is the benefit to Kamas City?
15 There has been no mention of a benefit to Kamas City for the concessions asked.
16 Henderson feels the commercial services are a benefit to the city. The concessions help to
17 allow them to build a better development.
18 Mayor McCormick doesn't disagree that we need some of those services. We have been
19 very strict about water shares, parking and height restrictions. Mayor McCormick would
20 like a defined set of benefits for Kamas City to justify the possibility of thinking about
21 making any concessions. There needs to be enough benefit that it makes sense to our
22 community.
23 Henderson asked if the apartment issue is the number of apartments or the rental.
24 Mayor McCormick explained there are some things the council needs to do regarding
25 rentals before we can give an answer on the PUD. The city needs to be able to explain to
26 the residents what the benefit will be.

27
28
29 **BALLERINA FARM PROPERTY ANNEXATION AGREEMENT DISCUSSION**
30 **AND POSSIBLE APPROVAL**

31
32 Amanda Curtis asked Mayor McCormick if we needed to go through his redlines to start
33 the discussion.

34 Mayor McCormick replied yes, this is a good start.

35 Amanda Curtis reviewed the agreement with the council and discussed the concerns.

36 Scott Kettle explained the late comer's agreement has a bunch of unknowns, the attorney
37 has drafted it. Once we know actual cost of everything, we will include it. The late
38 comer's agreement will be for 12 years.

39
40 **MOTION:** Councilor David Darcey moved to approve the Ballerina Farm Property
41 Annexation Agreement subject to the following changes. The plat map is
42 changed to record the Ballerina Farm consolidated parcel of CD-582-A, the
43 note is added in recital A. to identify parcel CD-582-A, that we are changing
44 6.d.ii. as far as we're striking the payment in fee in lieu of dedication, for the
45 water dedication, in paragraphs 2.b. and 8.c. changing and adding subject to
46 Joel's advice and additions we're adding in there notification in case federal

1 or state laws change, and lastly in paragraph 8.h.ii. changing experts to
2 representatives.

3 Councilor Monica Blazzard seconded the motion.

4 Mayor McCormick asked for a roll call vote:

5 Councilor Gines voted “yes”

6 Councilor Bateman voted “yes”

7 Councilor Staples voted “yes”

8 Councilor Darcey voted “yes”

9 Councilor Blazzard voted “yes”

10 The vote was unanimous. Motion passed.

11
12
13 **A RESOLUTION AUTHORIZING THE INCORPORATION OF**
14 **RECOMMENDATIONS FROM THE SALARY STEP RANGE ANALYSIS AND**
15 **JOB DESCRIPTION CREATION INTO CITY POLICIES**
16

17 Mayor McCormick stated he sent the council an email containing 4 documents. One of
18 those documents was the salary study revised to include the Police Officer 1 that Chief
19 Brad Smith had requested. Also to include the evaluation of Summit County in the salary
20 structure. The second document was a breakdown of what the difference in those salaries
21 meant for each job category adding Summit County as an evaluator. The third document
22 was a white paper on salary studies to help everyone better understand salary studies and
23 what goes in to those. The fourth was answers to questions from our City Attorney.

24 Mayor McCormick stated for this particular discussion as far as salary study
25 incorporation only the first 3 documents apply. This is what we’d be talking about in this
26 particular conversation.

27 Mayor McCormick asked if there were any questions on the salary study.

28 Councilor Gines stated it looks like after Spencer did the comparison with the County, he
29 recommended being cautious in implementing that because of the difference in jobs.

30 Mayor McCormick explained because there’s such a difference in job duties, and the
31 other thing brought up in conversations is the county is looking at some major increases
32 and they have the funding to do that. The concern tied to that is that we’re obligated to
33 follow that and that now becomes prohibited for the city.

34 Councilor Gines feels the county one is a nonstarter. He is not interested in looking at
35 that any further.

36 Kim Peacock asked Mayor McCormick if these items could be put in Dropbox so
37 everyone could follow along and she can have them for the minutes.

38 Mayor McCormick stated yes, he would get them to her.

39 Councilor Darcey explained regarding wanting to look at Summit County wages in this
40 study. In our personnel policy it states the wage study is to be updated every three years.
41 We talk about looking at comparisals out there as far as private and public. He felt not
42 including Summit County is leaving out a potential place employees could go. The
43 impact is not significant at this time.

44 Councilor Gines agrees, if in three years the county implements a huge increase then we
45 can look at it.

1 Councilor Darcey stated implement of adjustments are subject to availability of funds.
2 The budget is the council's responsibility. The council approves an amount for the
3 mayor to implement.
4 Mayor McCormick told the council Councilor Darcey has asked that he present the raises
5 in the budget in a different format. In the past it has just been a percent. Councilor Darcey
6 has asked the Mayor McCormick to calculate the percent to what it costs the city.
7 Councilor Darcey stated he just wants to be informed. It's the only way to keep it
8 equitable to our employees.
9 Councilor Gines feels if we can keep it simple and straight forward in policy, the next
10 people on council can jump in and understand it.
11 Councilor Gines has concern with the policy regarding the employees in the office that
12 are less than 40 hours. How this is going to be dictated with their work and their benefits
13 that they earn.
14 Councilor Bateman asked Councilor Gines for clarification, is this employment policy?
15 Councilor Gines stated yes, what he would like to propose is a long-term strategy for both
16 hiring down the road and current employees.
17 Mayor McCormick stated that may be different policy changes. This is just the salary
18 study. He's ok to have this discussion but would like to finish this one first. They are
19 different conversations.
20 Councilor Staples asked Councilor Darcey if he thinks we should include Summit County
21 in the study this year and in three years when we revise it, we are setting a precedent that
22 they should always be included. The job descriptions are somewhat different at a county
23 level. Councilor Staples agrees that we need to be competitive with the places around us.
24 Her concern is Summit County is different enough from small municipalities and there
25 are benefits working at a small municipality that you don't get working for a county. Her
26 concern is if we approve them now and they do something drastic to keep employees are
27 we setting it up so we have to always include them.
28 Councilor Darcey shared how the study was used for a company he worked for. Because
29 it was done continuously nobody questioned the data. He doesn't feel like there's
30 precedent. He wants to make sure every time we do this study we have the freshest
31 information. We're not burdened by what we did three years ago.
32 Councilor Staples agrees it should be the best available information.
33 Councilor Blazzard agrees with Councilor Darcey and feels the more information we
34 have to make decisions and stay competitive to keep our employees.
35 Councilor Gines asked if this is strictly for the numbers not for the implementation.
36 Mayor McCormick stated these numbers would contain that portion to applying this.
37 Councilor Gines asked if we're going to do what the school district does which is once
38 every year or as they get in to the graduated steps.
39 Mayor McCormick stated in his opinion the only issue is those that are outside in the step
40 range. As far as bumping those folks up that have been identified as being a higher salary
41 range. Our budget has some cushion built into it with not hiring our engineer at the first
42 of the year and only paying engineer fees. There's room from an administrative
43 standpoint where he needs to look to see if he can just do these. There are some above the
44 range they should be we would need to look at.
45 Councilor Gines stated nobody loses. We need to implement those that are underpaid to
46 get them caught up.

1 Mayor McCormick stated he will look at those from an administrative standpoint and see
2 what that looks like. No one is going backwards in the steps. It would just shorten the
3 time it takes to get them to the end of their range.
4

5 **MOTION:** Councilor David Darcey moved to adopt Resolution 2024-07, A Resolution
6 authorizing the incorporation of recommendations from the Salary Step Range
7 Analysis dated October 2024 and job description creations into city policies.
8 Also describe what this resolution says. It says we're going to adopt this
9 analysis and we're going to follow the recommendations that are in that
10 analysis. Those recommendations are in section 6 of the analysis. They are
11 we're going to do a phased implementation plan with a short term and long-
12 term adjustments, we're going to have a clear and transparent strategy to be
13 followed to communicate with all employees, thirdly we're going to handle
14 conversations with overpaid employees tactfully and address underpaid
15 employees quickly, fourth we're going to eventually bring all employees in
16 line with the salary ranges in this report which will allow Kamas' pay
17 structure to experience consistency.
18 Councilor Larry Gines seconded the motion.
19 Mayor McCormick asked for a roll call vote:
20 Councilor Darcey voted "yes"
21 Councilor Staples voted "yes"
22 Councilor Bateman voted "yes"
23 Councilor Gines voted "yes"
24 Councilor Blazzard voted "yes"
25 The vote was unanimous. Motion passed.
26

27 Mayor McCormick stated he is going to swap the next two agenda items.
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29

30 **DEPARTMENT REPORTS**

31
32 Amanda Curtis reported there was a stakeholder meeting for the TAP Grant. They toured
33 the city centers in the valley and looking for potential and existing issues. The review was
34 sent out and the next step will be a community open house in January.
35

36 Scott Kettle reported the new park restroom will be delivered in December. The RAP Tax
37 pavilion will be laid out to coordinate with that.

38 Scott Kettle reported the EV chargers will be finalized in December as well.
39

40 Trevor Clegg reported he has been working with the State on a lead and galvanized water
41 line upgrade.

42 Trevor Clegg reported the public works department has been working on cross
43 connection training during their slow times.
44

45 Scott Kettle reported the fish hatchery project is out to bid so we'll get some numbers
46 soon. We need to come up with an agreement with them.

1 Mayor McCormick reported he would like to have a public hearing in December for the
2 CDBG project and come up with a potential project.

3
4 Chief Brad Smith reported they had a slow month. They only had 35 calls.

5
6 Councilor Bateman asked Trevor Clegg about residents pumping flood water from homes
7 into our sewer system.

8 Trevor Clegg doesn't want it pumped into our sewer system, possibly the storm drains.
9

10
11 **EXECUTIVE SESSION**

12
13 **MOTION:** Councilor Leslie Staples moved to enter into an Executive Session to discuss
14 the character, professional competence, or physical or mental health of an
15 individual.

16 Councilor David Darcey seconded the motion.

17 Mayor McCormick asked for a roll call vote:

18 Councilor Darcey voted "yes"

19 Councilor Staples voted "yes"

20 Councilor Bateman voted "yes"

21 Councilor Gines voted "no"

22 Councilor Blazzard voted "no"

23 Motion failed for lack of a two-thirds vote
24
25

26 **ADJOURN**

27
28 **MOTION:** Councilor Leslie Staples moved to adjourn at 9:40 p.m.

29 Councilor David Darcey seconded the motion.

30 Councilors David Darcey, Leslie Staples, and Jessica Bateman voted aye.

31 Councilors Larry Gines, Monica Blazzard voted no. Motion passed 3-2.
32
33

34 ***The content of the minutes is not intended, nor are they submitted, as a verbatim***
35 ***transcription of the meeting. These minutes are a brief overview of what occurred at***
36 ***the meeting.***

37
38 Approved on the 26th day of November, 2024.
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40
41
42

43
44 _____
45 Matt McCormick
Mayor

43
44 _____
45 Kim Peacock
City Recorder