



MEETING NOTICE AND AGENDA AMENDED

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on **Thursday, July 3, 2025**, starting at 7:00 PM in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. The meeting will be streamed on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com.

Public comments during the meeting are only taken for Action Items, "Call to the Public", or public hearings. **Those wishing to speak during these times must sign up in person before the meeting begins.** Comments may also be submitted to the City Council via email to publiccomment@kaysville.gov. Emailed comments will NOT be read aloud at the meeting.

CITY COUNCIL Q&A – 6:30 PM

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

CITY COUNCIL MEETING – 7:00 PM

The agenda shall be as follows:

- 1) OPENING
 - a) Presented by Council Member Abbigayle Hunt
- 2) CALL TO THE PUBLIC (3 MINUTE LIMIT, MUST SIGN UP IN PERSON)
- 3) PRESENTATIONS AND AWARDS
 - a) Presentation of Unsung Hero Award to Kim Smith
 - b) State of the City Presentation - City Manager Jaysen Christensen
- 4) DECLARATION OF ANY CONFLICTS OF INTEREST
- 5) CONSENT ITEMS
 - a) Approval of minutes from the May 15, 2025 Council meeting
 - b) Approval of minutes from the May 20, 2025 Council work session
 - c) Appointment of David Moore as an Alternate Planning Commissioner
- 6) ACTION ITEMS
 - a) A Resolution and Letter of Support selecting and supporting the Kaysville Fire Department as the provider of 911 Emergency Medical Services and Interfacility Transport Services
- 7) COUNCIL MEMBERS REPORTS
- 8) CITY MANAGER REPORT
- 9) CLOSED SESSION
 - a) Closed session to discuss the character and/or competency of individual(s), pending or reasonably imminent litigation, the purchase, sale, exchange, or lease of real property, water rights or shares, and/or the deployment of security personnel, devices, or systems, as permitted under Utah Code §52-4-205
- 10) 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 at Kaysville City Hall, Kaysville City website at www.kaysville.gov, and the Utah Public Notice website at www.utah.gov/pmn. Posted on June 27, 2025.

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

Annemarie Plaizier
City Recorder

KAYSVILLE CITY COUNCIL
May 15, 2025

Minutes of a regular Kaysville City Council meeting held on May 15, 2025, at 7:00 p.m. in the Council Chambers of Kaysville City Hall, located at 23 East Center Street, Kaysville, Utah.

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 Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Deputy Finance Director Maryn Nelson, Deputy Finance Director Parker Godwin, Public Works Director Josh Belnap, Parks and Recreation Director Cole Stephens, Information Systems Assistant Ardi Harsano, Val Starkey, Laurene Starkey, Commissioner John Crofts, Tom Kerr, Cindy Kerr, Isaac Guest, Steven Guest, Debbie Guest, Amelia Guest, Macie West, Lucie Ellis, Linda Francis, Luke Cadwallader, Julia Daw

OPENING

Mayor Tran called the meeting to order and welcomed those in attendance.

Council Member Blackham provided the opening remarks, reflecting on a recent dinner with the Youth City Council. He shared an inspirational message on leadership and lifelong learning, highlighting the potential and dedication of the younger generation. He concluded his remarks with an invocation and then led the audience in the Pledge of Allegiance.

Mayor Tran introduced Davis County Commissioner John Crofts, who shared his connection to Kaysville and highlighted the upcoming Western Sports Park project located at the south end of Station Park. Tours are scheduled to begin in mid-June, with a grand opening on September 16.

Commissioner Crofts commended Kaysville's public outreach efforts, particularly Mayor Tran's community podcast, and emphasized the importance of transparent and frequent engagement between elected officials and the public. He invited the public to attend an event on May 21 at the Farmington Library, hosted by the Davis Journal, which would focus on the role of community newspapers amid the decline in local journalism. He encouraged those interested in supporting community media to attend and participate in the discussion.

Commissioner Crofts concluded by sharing expressing appreciation for the city's public service.

Mayor Tran thanked Commissioner Crofts and noted his efforts to improve public access to county meetings, including piloting evening commission meeting times.

CALL TO THE PUBLIC

No public comments were made.

PRESENTATIONS AND AWARDS

2025 GRADUATING YOUTH CITY COUNCIL

Council Member John Adams recognized the 2025 graduating members of the Kaysville Youth City Council. He expressed appreciation for their dedication and long-term involvement, noting that many had served multiple years and had actively contributed to the community.

Eight seniors were honored: Luke Caldwell (2023–2025, Youth City Council Mayor 2024–2025), Logan Allen, Julia Daw, David Easthope, Easton Frasure, Amelia Guest, Andrew Murphy, and Kade Warnick (all 2024–2025). Those in attendance received commemorative plaques and participated in a group photo.

Council Member Adams also acknowledged Youth City Council Advisor Linda Francis for her ongoing service. Mayor Tran congratulated the graduates and thanked them for their contributions.

PUBLIC WORKS ANNUAL REPORT

Public Works Director Josh Belnap presented the department's annual report, noting it coincided with National Public Works Week. He recognized the department's 21 staff members and announced that one would be honored as Employee of the Year. The report covered department structure, infrastructure assets, responsibilities, and accomplishments over the past year.

The department has three divisions: Streets, Stormwater, and Water. The Streets Division maintains approximately 130 miles of road and is responsible for pothole repairs, water leak assistance, four traffic signals (soon to be six), one pedestrian HAWK signal, and over 2,000 street signs. Additional responsibilities include snow plowing, traffic calming efforts, curb maintenance, street painting, roadside tree trimming, subgrade testing for new subdivisions, coordinating sidewalk repairs and replacements, and managing the Public Works vehicle fleet. The estimated cost to repave all city roads is approximately \$91 million.

The Stormwater Division maintains about 150 miles of storm and land drain pipes, valued at \$174 million. Responsibilities include inspecting, cleaning, and repairing drainage infrastructure; conducting regular street sweeping, which removes hundreds of tons of debris annually; and ensuring compliance with MS4 permit requirements and federal and state stormwater pollution prevention regulations. Staff also manage the delivery and maintenance of garbage, recycling, and green waste containers. In addition, the division conducts contractor training and public outreach efforts, including school visits and participation in the Davis County Stormwater Coalition.

The Water Division oversees 168 miles of drinking water pipelines, with an estimated replacement value of \$198 million. The system includes seven underground storage tanks with a combined capacity of 8.5 million gallons—enough to meet city demand for roughly three days—and over

9,000 service lines, each equipped with a meter that transmits data in real time. Supporting infrastructure includes approximately 3,600 valves, 1,700 fire hydrants, 26 pressure-reducing valves (PRVs), 66 air vacs, and around 600 backflow assemblies that require annual inspections. In 2024, the division collected approximately 1,100 water quality samples and repaired 250 water line leaks, up from 130 in 2023, with roughly 65% of the leaks attributed to corrosion. Additionally, six PRVs were removed in lower elevation zones to improve water circulation and pressure, which also positively impacted water quality.

Two engineering staff coordinate utility projects, conduct plan reviews for proposed developments, manage construction and infrastructure inspections, and oversee repairs related to city utilities. They also support design work, prepare bid documents, and ensure coordination between departments on public works projects.

The department includes 22 employees: 4 in Streets, 5 in Stormwater, 8 in Water, 2 inspectors, an administrative assistant, an assistant director, and Mr. Belnap. Streets are funded by a combination of Class C road funds, active transportation grants, road utility fees, and general fund support (mainly for salaries and administrative costs). Stormwater and Water operations are funded through their respective utility enterprise funds.

The department has secured over \$22.5 million in street project grants since 2015 and has \$5–7 million in pending applications. He credited the road utility fee and grant funding with helping to offset declining gas tax revenues caused by increased fuel efficiency and alternative transportation.

Mr. Belnap shared visual examples of infrastructure deterioration, including a corroded 30-year-old ductile iron pipe that failed prematurely due to soil conditions, despite being rated for a 60–70-year lifespan. He explained that plastic (PVC) pipes are now preferred for new installations due to their resistance to corrosion and ease of inspection.

Council Member Blackham inquired about the historical shift in pipe materials. He referenced development in west Kaysville in the late 1970s and early 1980s, when C900 pipe was used before the city began requiring ductile iron pipes. Mr. Belnap acknowledged that while ductile iron can be long-lasting, it is highly dependent on proper handling and installation. He affirmed that the city now favors C900 PVC pipe for its corrosion resistance and compatibility with stainless or epoxy-coated metal fittings.

Mr. Belnap confirmed that no lead service lines were found during the city's recent inspections of nearly 1,500 underground residential service lines, conducted in compliance with new EPA lead and copper requirements. However, about 30 galvanized lines from the 1960s–70s were found and replaced. He stated that phase one of the inspection process was complete, but full compliance will take 10–15 years.

In 2024, 95 fire hydrants required repair or replacement, primarily due to vehicle damage, fire suppression activities, or improper contractor use. The city currently rents out hydrant meters to contractors and residents, but this has led to costly damage, with hydrant replacements averaging \$5,000 to \$6,000. Insurance claims often do not fully reimburse the city, leading the department to consider phasing out the hydrant meter program.

Approximately 200 backflow prevention assemblies were inspected during the year. These are required in locations where culinary water is used for irrigation. Over 95% of Kaysville residents use secondary water, but some areas still rely on drinking water and require these protections to prevent contamination.

Regarding snow operations, Mr. Belnap compared the 2024 and 2023 seasons. In 2024, crews cleared 8,000 miles of roadway and used 1,700 tons of salt, compared to 18,000 miles and 4,100 tons in 2023. The lighter winter saved approximately \$4,000–\$5,000 in salt costs. Despite lower demand, the city exhausted its salt supply in 2023 and needed to replenish it in 2024. Additional work completed included road repaving between Angel Street and the West Davis Corridor, chip sealing, curb and sidewalk repairs, pothole patching (about 1,000 feet equivalent), and 100 tons of crack seal.

Council Member Adams asked if the city had saved money on labor due to the mild winter. Mr. Belnap said there were modest savings in overtime and fuel, though the budget still anticipated a full snow season. He also noted ongoing challenges in retaining staff due to competition from the private sector, stating that four employees received job offers in the past year, though only one left. He emphasized the operational risks associated with losing institutional knowledge, which is difficult to quantify but significantly impacts the department's ability to respond to emergencies and maintain services efficiently.

Mr. Belnap outlined key challenges facing the department: aging infrastructure, increased regulatory requirements (particularly for stormwater), inflation, and steep increases in construction costs. He presented data showing dramatic cost increases since 2019, including:

- 8-inch water main: up 278%
- Three-quarter inch laterals: up 458%
- Fire hydrants: up 82%
- 45-degree bends: up 189%
- Asphalt compaction: up 98%
- Curb and sidewalk installation: up 220%

He emphasized that despite these cost increases, utility rates for stormwater and road maintenance have not been adjusted since 2018, creating a growing funding gap.

Council Member Jackson asked why lateral costs had risen so sharply. Mr. Belnap explained that while he was not exactly sure, part of the increase can be attributed to installation in high-traffic areas, along with inflation in labor and materials.

Updates were given on major capital projects. Final paving on 200 North between Main and 200 East was expected within two weeks. The Mutton Hollow and Main Street project was approximately 35–40% complete, and two new traffic signals would be installed at Mutton Hollow and Fairfield now that the school year ended. Combined, these projects represent about 8–9 years' worth of road budget and 3–4 years of water budget, with Davis County grants covering \$3 million for 200 North and \$1.6–\$1.7 million for Mutton Hollow. These are reimbursement-based grants requiring upfront city spending.

Due to these major undertakings, work on streets such as Laurelwood, Roueche Lane, and 600 North was deferred. Mr. Belnap expressed hope that following completion of the current projects, the city could refocus on neighborhood street maintenance and water line replacements.

He concluded by thanking the Public Works staff for their skill, dedication, and emergency responsiveness, citing the 2023 Orchard Ridge flooding as an example. He held up a branch that had blocked a critical stormwater structure during that event, calling it a symbol of how a single item can escalate an incident from manageable to catastrophic. He praised his team's commitment during that crisis, stating their work prevented the situation from becoming fatal.

Council Members Jackson and Oaks commended the department's grant acquisition success—nearly \$22 million since 2015—and Mr. Belnap credited City Engineer Dexter Fisher for these achievements. Mr. Belnap added that future grant pursuits may include street beautification efforts such as tree planting along 200 North.

Mr. Belnap noted that nearly all the department's grant funding had been for streets projects, as water infrastructure grants are limited. However, the city is exploring low-interest loans through the state's revolving loan fund and preparing to pursue federal drought resilience grants to support new well construction.

Regarding water resiliency, Mr. Belnap reported that current storage covers only two to three days of peak summer demand. The city is activating historic water rights, purchased additional rights with ARPA funds, and received approval for four well sites. Planning work is underway to evaluate feasibility. He clarified that Kaysville does not expect full independence from Weber Basin Water but aims to expand supply capacity and provide redundancy.

Mayor Tran thanked Mr. Belnap for his leadership and long-term planning, as well as the physical examples he brought to the meeting.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were disclosed.

CONSENT ITEMS

Council Member Adams made a motion to approve the following Consent Items:

- a) Approval of minutes from the April 10, 2025 Council meeting.
- b) Approval of minutes from the April 11, 2025 Council work session.
- c) A Resolution supporting America 250 Utah and approving the Kaysville Utah 250 Committee.
- d) Approval of a Utility Easement Agreement at 219 East Crestwood Road.

Council Member Hunt seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACTION ITEMS

A RESOLUTION AND ADOPTION OF THE KAYSVILLE CITY TENTATIVE BUDGETS FOR FISCAL YEAR 2026

City Manager Jaysen Christensen introduced Parker Godwin as the city's new Deputy Finance Director and announced that Maryn Nelson would assume the role of Finance Director and Director of Administrative Services following Dean Storey's retirement in July. Mr. Christensen expressed appreciation for the finance team and confidence in their leadership as the city enters the next phase of budget planning.

He explained that state law requires cities to adopt a tentative budget during the first regular meeting in May. While Kaysville has traditionally adopted its tentative budget during the second meeting in May, this practice has been deemed acceptable by the State Auditor. He clarified that adopting the tentative budget is a procedural step meant to comply with state statute and does not represent final approval of budgetary figures or decisions.

Mr. Christensen stated that several numbers within the tentative budget remain subject to change. He highlighted an example regarding the proposed gymnasium partnership with Davis School District: an earlier placeholder of \$7 million had recently increased to approximately \$10.5 million based on updated cost estimates from the district's architects. He also noted that the tentative budget currently includes three proposed new staff positions—an assistant city attorney, one police sergeant, and a deputy fire chief—but emphasized that these and other adjustments will be reviewed further at the upcoming budget work session scheduled for the following Tuesday.

He outlined the anticipated budget timeline, which includes a public hearing on June 5 and final budget adoption on August 7, pending the outcome of any Truth in Taxation proceedings.

Mayor Tran reiterated that adoption of the tentative budget was primarily procedural and that more detailed discussions would take place in the forthcoming work session. Council Member Hunt expressed gratitude for the efforts of city staff and fellow council members during the budget process.

Council Member Hunt moved to approve the Resolution adopting the Kaysville City Tentative Budgets for Fiscal Year 2026. Council Member Jackson seconded the motion.

The vote on the motion was as follows:

Council Member Jackson, Yea
Council Member Oaks, Yea
Council Member Blackham, Nay
Council Member Adams, Yea
Council Member Hunt, Yea

The motion passed with a vote of four to one.

DISCUSSION OF UDOT LIGHTING PROJECT AND POSSIBLE CITY BETTERMENTS

Josh Belnap reported that UDOT had approached the city about an upcoming project to install and upgrade lighting along Main Street, from the signal at 50 West (near DeFay Orthodontics) south to Cherry Hill. The project includes new lighting installation south of Nicholls Road along the golf course and modifications to existing fixtures north of Nicholls Road. While signal upgrades are not part of UDOT's scope, the city has been invited to propose optional enhancements—or "betterments"—which it would fund separately.

Mr. Belnap emphasized the need for a clearer long-term vision for Main Street aesthetics as the city engages in strategic planning. He noted that the fire department had recently expressed interest in adding an emergency signal at the fire station to stop traffic during emergency responses. UDOT staff confirmed such an upgrade could be included if funded by the city.

The council discussed potential aesthetic betterments, including replacing standard galvanized poles with decorative light poles. Mr. Belnap noted that any credit offered by UDOT for the city taking on lighting components would be minimal—around \$1,000 compared to \$10,000–\$20,000 per decorative pole. UDOT expects to begin planning this summer, with construction likely beginning in FY2026 and city costs incurred in FY2027.

Council Member Oaks cautioned that given current budget priorities, aesthetic upgrades may not rank high enough for funding. Council Member Hunt asked whether coordinating improvements with UDOT could result in cost savings. Mr. Belnap responded that modest savings might be realized through shared mobilization and traffic control costs but added that engaging UDOT's contractor could introduce federal compliance requirements and raise costs. For that reason, staff would likely seek separate contracts for any city-funded improvements.

Mr. Belnap clarified that no funding decision was being made at this time. He asked for the council's direction on whether staff should pursue cost estimates and explore options with UDOT. The council expressed general support for further exploration, particularly regarding emergency signaling near the fire station.

In response to a question from Council Member Blackham, Parks and Recreation Director Cole Stephens stated that the only secondary water line on Main Street runs along the west side between 50 West and 200 North, supporting existing street trees. Council Member Jackson asked about hanging streetlight banners south of 50 West. Mr. Stephens confirmed that banners are currently

used closer to the DTC campus in coordination with the high school, with future expansion planned for Kaysville-branded designs.

Council Member Adams suggested prioritizing aesthetic improvements in the historic Main Street core (50 West to 200 North), while Council Member Oaks reiterated that such improvements should remain secondary to essential infrastructure needs.

Mr. Belnap acknowledged uncertainty about long-term revitalization plans for the downtown Main Street corridor. He advised against premature changes, such as relocating the HAWK pedestrian signal, without a broader Main Street plan in place. However, he recommended that the city consider installing conduit for future emergency signals near the fire station during the current UDOT project window.

Mayor Tran and other council members agreed with the idea of futureproofing infrastructure where feasible. City Attorney Nic Mills confirmed that no formal action was necessary tonight for this item, as staff already have authority to pursue preliminary discussions. The council offered consensus support for proceeding.

Mayor Tran concluded by thanking staff for their foresight. She noted that the city's decorative lighting would become more visually prominent with additions like flower baskets, and acknowledged the maintenance effort such improvements require.

Mr. Belnap agreed, expressing support for beautification efforts where operational capacity allows. He praised the Parks and Recreation team for their work in maintaining the city's appearance.

COUNCIL MEMBER REPORTS

Mayor Tran announced two upcoming community events. The ribbon-cutting ceremony for the Davis High School Memorial Wall would be held on May 17, and the City's Memorial Day program was scheduled for May 26 at the Kaysville Cemetery. Council Member Perry Oaks, a retired colonel, would serve as the featured speaker for the Memorial Day event.

Council Member Hunt shared information about a community event hosted by the Central Three Communities That Care Coalition. A family pool night will be held on May 24 from 6:30 to 9:30 p.m. at the Farmington Pool. Families were encouraged to register through the Kaysville City website. Light refreshments will be provided, and the event is intended to support family engagement and substance abuse prevention for youth. Council Member Hunt noted this was one of the coalition's first events and encouraged community participation.

Council Member Blackham provided an update on the Davis Mosquito Abatement District. He reported that the district had successfully hired its seasonal and part-time staff, and that night spraying operations would begin shortly in Kaysville neighborhoods. Residents may request targeted spraying for special outdoor events by contacting the district a few days in advance. While yards are not sprayed directly, fogging is conducted in the surrounding area.

He also shared that the District is moving forward with plans to construct a new pesticide storage

facility to meet updated safety standards. Architect interviews had been completed, and design work was underway. In response to Mayor Tran's questions, Council Member Blackham confirmed that the district also offers mosquito-eating fish for ornamental ponds. These fish are bred and delivered by the district to control larvae in stagnant water and can be requested annually. The district also dispatches bicycle crews multiple times each season to place larvicide in storm drains and catch basins across the county.

Mayor Tran expressed appreciation for these services and noted her interest in touring the mosquito abatement district facilities.

CITY MANAGER REPORT

City Manager Jaysen Christensen reminded the council of the upcoming budget work session scheduled for Tuesday evening at 6:00 p.m., with an expected duration of two hours. The session will include discussions on personnel expenditures, cost-of-living adjustments (COLA), merit-based compensation, and further review of the proposed gymnasium project.

Mr. Christensen also shared that Davis School District had invited the council to tour recently constructed gymnasiums in other cities for context, including Horizon Junior High in West Point and Shoreline Junior High in Layton. A proposed tour date of Friday, May 30, was offered, and council members were asked to confirm availability. He noted that individual tours could be arranged if needed.

Mayor Tran reiterated the importance of attending the tours to better inform future discussions on the city's proposed gymnasium.

ADJOURNMENT

Council Member Adams made a motion to adjourn the City Council meeting at 8:37 p.m. The motion passed unanimously.

KAYSVILLE CITY COUNCIL
WORK SESSION
MAY 20, 2025

Minutes of a special Kaysville City Council work session held on Tuesday, May 20, 2025, at 6:00 p.m. in Kaysville City Hall at 23 East Center Street, Kaysville, Utah.

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

Staff Present: City Manager Jaysen Christensen, Finance Director Dean Storey, Deputy Finance Director Maryn Nelson, City Recorder Annemarie Plaizier, Parks and Recreation Director Cole Stephens, Deputy Finance Director Parker Godwin

OPENING

Mayor Tran opened the work session and welcomed those in attendance.

REVIEW AND DISCUSSION OF THE TENTATIVE FY 2026 BUDGET

City Manager Jaysen Christensen opened the meeting by outlining two key agenda items: a proposed gymnasium partnership with the Davis School District and personnel-related budget considerations. He provided background on a similar partnership opportunity that was withdrawn by the City Council in 2010. That earlier project was estimated at \$2 million, whereas the current proposal is estimated at \$10.5 million, with a 10% potential variance. The estimate, prepared by the school district's architects, is considered conservative and may decrease as design progresses and a construction manager/general contractor (CM/GC) is engaged.

Parks and Recreation Director Cole Stephens presented findings from a statistically valid 2021 community survey conducted by Y2 Analytics as part of the Parks and Recreation Master Plan. The results showed broad resident support for recreation facilities and the Recreation, Arts, Museum, and Parks (RAMP) tax, which passed with 71% approval. While the survey referenced a "recreation center"—which some interpreted as including a pool—many desired amenities such as basketball courts, walking tracks, and fitness rooms, aligning with the proposed gymnasium.

Mr. Stephens shared design images from a newly completed gym at Horizon Junior High in West Point, which closely resembles the proposed 26,000-square-foot "Kaysville Gym" to be built adjacent to Kaysville Junior High. The school district is not requesting final funding details yet but needs a formal commitment from the city to move forward with planning. This request stems from the city's 2010 withdrawal from a similar project, which caused delays and redesign costs.

Mr. Stephens explained how the proposed facility costs would be divided as outlined in draft building plans. The proposed cost-sharing model includes elements fully funded by the city (green), fully funded by the district (yellow), and shared items (gray), such as mechanical systems. If the city opts out, the district will not build any of the city-funded components. Timely

commitment is needed to proceed with architectural and engineering work.

Council Member Jackson inquired about public access. Mr. Stephens explained the city would have full access during evenings and weekends, excluding the locker rooms, which would remain locked. During school hours, the gym would be used exclusively by the school due to safety protocols.

Council Member Adams asked about facility supervision. Mr. Stephens noted that part-time staff would manage operations during recreational programs, with registration fees covering costs. For public access outside of scheduled programs, a site supervisor would still be needed. Mayor Tran raised the idea of key code entry, but Mr. Stephens cautioned against it due to potential vandalism, noting that Kaysville typically staffs all open facilities.

Council Member Hunt suggested exploring a conditional commitment while pursuing a general obligation bond. Mr. Stephens advised against this approach due to the high upfront design cost—estimated at around 10% of the cost of the facility—without a firm commitment.

Mr. Stephens estimated a 60/40 funding split, with the school district covering the larger share. Council members questioned the equity of this arrangement, though Mr. Stephens explained that the district has used consistent models across other cities and had not deviated from their standard cost-share models.

Council Member Jackson asked about facility amenities and advocated for enhancements such as cardio equipment to broaden the facility's appeal to justify the cost. Mr. Stephens noted that the design includes a second-floor walking track and a 2,800-square-foot multi-purpose room that could host yoga, fitness classes, or cardio machines.

Council Member Blackham expressed concern that such a facility might primarily serve a small segment of residents. He raised concerns about investing citywide tax dollars into a facility that might only benefit those with the time or interest to use it regularly. In contrast, Council Member Adams argued the facility would be heavily used, especially by youth involved in sports. Mr. Stephens added that adult recreation programs are currently limited or nonexistent due to space constraints. The city has had to cancel leagues like adult men's basketball due to restricted access to school facilities. He highlighted growing interest in new sports such as field hockey and noted large waitlists for youth programs like Junior Jazz basketball. Mr. Stephens emphasized that the gymnasium would enable the city to reach more residents, particularly underserved adult populations who currently have few options.

When asked about similar partnerships, Mr. Stephens reported that Layton City has three joint-use gyms with the school district, West Point is currently building one, and Farmington opted to build a standalone 49,000-square-foot facility, now valued at over \$20 million. He noted that Layton keeps its facilities busy during evenings and weekends and could expand its programming with more staff.

Mr. Stephens clarified that part-time staff are funded through program fees, with no impact on the general fund. Only full-time staff and benefits require general fund support.

The conversation shifted to financing options. Council members asked about general obligation

bonds (which require voter approval), Municipal Building Authority bonds, and sales tax revenue bonds (which do not). Mr. Stephens emphasized that partnering with the school district would be significantly more cost-effective than building a standalone facility.

Cole Stephens noted that although the proposed gymnasium would not be located directly within Kaysville's downtown core, it would still serve as a key community feature and draw residents toward the city center.

The facility would be constructed as a standalone structure adjacent to Kaysville Junior High, separate from any future remodel plans of the school. Mayor Tran confirmed that the district does not plan to build a new junior high but may remodel the existing one in the future. The gym would be completed in advance of that and remain independent.

Council Member Hunt asked about adding a pool to the facility. Mr. Stephens responded that such an expansion would require agreement from the school district. Mayor Tran explained that previous discussions with the school district placed the cost of even a basic lap pool at \$30 million, with full facilities closer to \$75 million.

Council Member Jackson inquired about constructing a standalone recreation center. Mr. Stephens stated that without a pool, a 50,000-square-foot facility would still cost roughly \$20 million. He cited Layton and West Point as examples where partnerships with the school district to build a shared gymnasium have lowered costs. Council Member Blackham asked about funding sources used by other cities. Mr. Stephens noted that both Layton and Farmington utilized their RAMP tax revenue to fund their projects, however those cities' RAMP taxes generate far more revenue than Kaysville's.

Mr. Stephens explained that West Point is funding its gym through a 30-year bond. Council Member Adams stressed the importance of branding the gymnasium clearly to reflect it as a Kaysville City facility. Mr. Stephens and Mayor Tran affirmed this, noting that signage and naming plans as "The Kaysville Gymnasium" were already in development. The building would also include a dedicated drop-off loop for the gym and about 100 parking spaces.

Mr. Stephens reviewed the school district's construction timeline, with formal design work beginning soon, targeting bid openings in January, and building occupancy by fall 2027. Dean Storey confirmed that city bond payments would not begin until fiscal year 2028. He noted that the city could issue bonds early or wait to take advantage of better interest rates, and that the cost difference between general obligation (GO) bonds and sales tax revenue bonds was minimal.

Maryn Nelson reviewed updated funding scenarios. The tentative budget had previously assumed a \$7 million gymnasium with annual debt service of \$630,000. The new \$10 million estimate would raise that figure, although a \$500,000 one-time RAMP contribution would offset the cost. Ongoing support from RAMP would be around \$315,000 annually.

Council Member Adams asked whether RAMP funds would be used annually or only for the down payment. Ms. Nelson clarified that the ongoing portion was built into the model but could be adjusted. Council Member Adams expressed concern about overcommitting RAMP revenue, suggesting a base contribution with flexibility depending on annual funding needs. Council

Members Oaks and Mr. Stephens supported this approach, noting that it would still leave \$150,000 to \$200,000 available annually for other projects.

Council Member Blackham raised concerns about losing support from the arts and museum communities but cutting back on RAMP funding for their proposals. Mr. Stephens stated that these sectors typically request \$30,000 to \$50,000 annually and would remain fully funded. He emphasized the broader impact of RAMP investments on parks, trails, and recreation.

Mr. Storey noted that RAMP taxes are broadly supported by the public and are unlikely to be repealed. He confirmed that if construction costs come in lower than expected, the city could reduce the bond amount or supplement with reserves. Council Member Oaks calculated that under a 25-year bond and \$320,000 annual RAMP contribution, the average cost per household would be about \$31 per year. Council Member Adams noted that increasing the RAMP share to \$350,000 would reduce this to \$28.

Mr. Storey reminded the Council that interest rates remain volatile and suggested a bond could be issued in stages to capitalize on favorable rates. Discussion briefly returned to long-term recreation plans, including a possible amphitheater in Barnes Park, though this remains a separate and conceptual project.

Council Member Hunt asked whether the gymnasium bond would affect future bonding capacity for a west-side fire station. Mr. Storey responded that the city currently holds very little debt, with existing bonds limited to the police station and city hall and thus retains significant bonding capacity. However, public willingness to approve new property tax-supported bonds could be a limiting factor.

Council Member Blackham expressed concern about residents who may oppose the project if they feel it is being forced upon them through taxes, specifically if they are unlikely to utilize the facility. Mr. Stephens emphasized the gymnasium's diverse programming potential, including academic, arts, and community uses. Council Member Jackson recommended adding cardio equipment to serve seniors and expand accessibility. Mr. Stephens emphasized the gym's flexibility, including potential for pickleball, adaptive sports, and evolving community needs. He highlighted that the city has been constrained by limited facilities and has done well with what it has, but expanding space would unlock greater programming potential.

Mayor Tran supported the project's community value, stating it would enhance Kaysville even for residents who do not use it. Council members discussed ensuring the facility feels like a city center and not a school gym, and considered engaging additional funding partners, though no decisions were made.

Council Member Adams raised concerns about shared ownership and potential operational conflicts with the school district. Mr. Stephens acknowledged that while such coordination would be ongoing, the city and Davis School District have historically maintained a strong working relationship through well-functioning interlocal agreements. He expressed confidence that these frameworks could continue to support effective facility management under a shared-use model.

Council Member Adams also suggested exploring a partnership with Davis Tech, potentially offering student access in exchange for financial support, though Mr. Stephens expressed caution about involving additional entities in the project.

Dean Storey recommended Scenario 2—a 20-year bond with moderate payments—as the most financially prudent option, noting it would save the city several hundred thousand dollars in interest. Council Member Blackham proposed an alternative version of Scenario 3, which would use higher annual contributions from RAMP funds to accelerate bond repayment while still benefiting from favorable interest rates.

Council Member Jackson raised the possibility of repurposing the existing city-owned recreation building, formerly part of a fire station, if the new facility moves forward. Mr. Stephens confirmed that the building would continue to serve the community by hosting batting cages, facility rentals, and programming such as community theater rehearsals.

Council Members Adams, Jackson, and Hunt noted that their views had evolved over the course of the meeting. While the \$10.5 million cost initially caused hesitation, the detailed presentation helped clarify financial and community impacts.

Council Member Blackham expressed concern about the potential perception of “forced membership,” particularly from residents who already pay for private gym access. Mr. Stephens responded that recreation is a core municipal service, like parks, trails, and public safety. Mayor Tran added that Kaysville is unique among neighboring cities—such as Layton, Syracuse, and Farmington—in not having a public recreation facility.

Questions were raised about early morning use of the facility. Mr. Stephens indicated that although school use would begin at 7:00 a.m., there may be an opportunity to open the gym briefly beforehand for activities like indoor walking, provided part-time staff were available. Council Member Oaks suggested that offering a short early-morning access window could help serve a broader population.

Mr. Christensen noted that although the school district had requested a prompt decision, it would be reasonable to wait until after the scheduled May 30 tour of comparable facilities before finalizing any commitment. He recommended aligning the decision with upcoming public budget hearings to ensure transparency and to allow for community input. Council Members agreed that taking additional time was appropriate, especially considering the recent cost estimate increase.

The conversation concluded with members reflecting on the project’s significance, financial structure, and potential community impact. While opinions varied, there was a consensus on continuing to explore the project ahead of the May 30 tour and upcoming public hearing.

Mr. Stephens was excused from the meeting at 7:30 p.m.

Following the gymnasium discussion, Mr. Christensen shifted the focus to personnel matters, summarizing the progression of staffing proposals discussed in prior work sessions. Initially, city leadership considered approving three new positions: an assistant city attorney, a deputy fire chief, and a police sergeant. Due to early revenue concerns, the proposal was narrowed to only the assistant city attorney. As the financial outlook evolved, the recommendation was revised to

prioritize both the assistant city attorney and the sergeant, with the deputy fire chief deferred. At the most recent meeting, a broader recommendation emerged to include all three positions, prompting concern that the proposal had expanded too far.

Council Member Blackham expressed frustration, stating he was caught off guard by the inclusion of additional positions. He felt that there was an understanding that the assistant city attorney was the sole priority hire for the year and was surprised when additional positions were being considered for inclusion in the budget. Mr. Christensen clarified that the positions had been ranked by staff in order of priority—assistant city attorney first, deputy fire chief second, and sergeant third. However, the recent Farmington police shooting prompted a reevaluation, leading him to recommend prioritizing the sergeant to address growing safety concerns and the lack of night-time supervision.

Mayor Tran noted that police personnel had expressed concerns about inexperienced officers handling high-risk calls without supervisory support. She highlighted the increasing severity of calls, particularly those involving mental health and domestic violence. Council Member Blackham countered that the city already had six sergeants and questioned the need for another, given shift staffing levels. He also compared Kaysville to rural counties with fewer law enforcement resources serving larger populations, suggesting the position may be unnecessary.

Mr. Christensen responded that while the city has not seen significant population growth in recent years, patrol coverage has remained deficient for several years while other areas—such as school resource officers and detectives—have expanded. Mayor Tran noted that Kaysville’s population may be underrepresented in data due to the growth of multi-generational households. She acknowledged the financial burden but emphasized the increasing complexity of service demands, requiring a stronger police presence.

Council Member Blackham raised concerns about the overall growth of public safety budgets, citing a \$3 million increase since 2022. He emphasized that personnel additions should be tied to measurable growth. He cautioned against long-term personnel commitments without sustainable funding and criticized the current budget for exceeding projected revenues by over \$2 million.

Council Member Adams acknowledged the concern but stated that the staff rankings had been consistently presented. He emphasized that the shifting recommendations reflected changing conditions, not misrepresentation. Council Member Blackham maintained that he felt blindsided and reiterated the need to protect taxpayers, warning that the current staffing proposals could result in a tax increase of up to 35%.

Mayor Tran responded that previous councils had delayed necessary tax increases and fee adjustments, which contributed to the current financial pressure. She argued that the city was now trying to catch up to maintain competitive staffing levels, while trying to maintain quality service for residents. Council Member Blackham reiterated his concerns about affordability for residents and feels that new hires are a risk of unsustainable commitments.

Mr. Christensen stated that the need for another police sergeant had been identified years ago but was previously deprioritized in favor of compensation increases for existing officers. He described current night shift staffing—typically two officers—as inadequate and high risk, especially during simultaneous incidents.

Council Member Oaks supported the staffing proposals, stating that additional leadership would improve coverage and act as a preventative investment. He referred to the proposed positions as an "insurance policy" to ensure preparedness in high-risk or complex situations. Council Member Blackham argued that more incremental solutions should be pursued and suggested contracting legal services rather than hiring a full-time assistant city attorney.

Mayor Tran noted that the city had previously contracted legal services, but current demands and internal capacity have shifted those needs. Council Member Jackson expressed support for hiring an assistant city attorney but urged a slower approach to additional staffing after a multi-year hiring freeze.

Council Member Blackham reiterated that he had expected only one position to be approved this year and viewed the expanded proposal as inconsistent. Council Member Adams sought input from other council members. Council Member Hunt supported the sergeant position, citing years of unmet requests and steady population growth. She referenced specific data and scenarios provided by Chief Oberg, including an incident in which a lack of supervisory presence complicated a high-risk call.

Council Member Hunt stressed the importance of not putting cost savings ahead of public safety and asserted that the sergeant position was essential for risk mitigation and effective service delivery. She stated she would not support a budget that excluded the sergeant position. When asked by Council Member Blackham whether she still supported hiring the assistant attorney, she affirmed that both positions were essential.

Council Member Adams emphasized the importance of trusting the recommendations of professional staff—such as the city manager and department heads—to make informed operational recommendations. Mr. Christensen responded with appreciation for the council's deliberation and reiterated that the recommendations were based on data and a careful evaluation of risk.

Council Member Blackham challenged the premise that a new hire was the only solution, suggesting that night coverage could be addressed by rescheduling existing sergeants. He questioned why Police Officer III personnel couldn't serve in a supervisory role. Council Member Hunt responded that existing leadership was already tasked with other duties and that the new sergeant would add needed capacity.

Council Member Blackham cited Rich County as an example of limited staffing coverage, noting that a sheriff and four deputies managed large seasonal crowds during summer months. Council Members Hunt and Adams questioned the relevance of that model, comparing vacation towns to Kaysville, with a steady population. Mr. Christensen noted the differences in population, structure, and public safety needs.

Council Member Adams reiterated the question of whether the council trusted the professional judgement of staff recommendations. Council Member Oaks referenced comparative data showing that Kaysville has lower staffing ratios than peer cities. Mr. Christensen confirmed the recommendations were based on data, discussion, and a desire to improve public safety responsibly.

Council Member Jackson supported adding a police sergeant, citing concerns about officer safety and increased nighttime activity. He echoed earlier questions about reallocating existing staff to enhance night coverage and wanted to follow up with the police chief.

Mayor Tran noted that not all full-time staff are consistently available and that the recommendations were fiscally conservative. She emphasized that the identified positions were considered true needs. The potential consequences of underfunding public safety, especially in emergency scenarios, could be devastating.

Council Member Adams expressed hope for consensus and disappointment at talk of a divided vote. Council Member Blackham continued to express concern about utility rate increases and the overall burden on residents. He argued that past communication had promised residents a 5% power rate increase with a possible future adjustment, and that following through with a 10% increase now would be breaking trust. Mayor Tran responded that the issue was not dishonesty but a lack of full cost disclosure in previous rate discussions.

Council Member Oaks added that the city had been subsidizing some utility services for years and that continued subsidizing of utilities was unsustainable. He encouraged transparency in illustrating what the true costs have been and why adjustments are now necessary and praised previous efforts to present utility data clearly. Mr. Christensen used a vehicle maintenance analogy to highlight the risks of deferring necessary investments, which could lead to higher costs or service failures later. He stated that while the city cannot afford everything, the few staff positions being requested now—particularly the police sergeant—represent foundational needs that cannot be pushed off further without risk. He noted that 15 initial requested positions had been narrowed to two, with other position reclassifications funded through internal adjustments.

Council Member Adams asked whether any updated revenue figures were available since the last meeting. Mr. Storey reported no updates on property or sales tax data. Council Member Jackson asked about the projected tax impact of the gymnasium and sergeant. Ms. Nelson estimated a 34.96% increase.

The Council discussed how tax increases are calculated and the difference between market and taxable values. It was clarified that assessed taxable value is used, and communication should reflect that to avoid confusion.

Council Member Blackham expressed concern about the broader financial burden facing residents, referencing recent surges in property insurance rates and inflation. Mayor Tran acknowledged these challenges and emphasized the city's efforts to maintain quality of life and community services, which the city has consistently worked to protect and maintain.

Council Members discussed the cost of the sergeant position—estimated at \$15 annually per household. They reviewed the tentative budget, which included the three new positions and a \$7 million gym proposal. However, they agreed that the tentative budget should be amended to defer the deputy fire chief position. Council Member Oaks noted that interest rates could affect final gym financing. Mayor Tran indicated that if no new major increases were proposed, the council remained on track with the tentative figures—and might even be trending toward a reduction.

Council Member Adams reflected on the value of the discussion and the opportunity for all

members to be heard.

Council Member Oaks raised concerns about long-term fire service planning, particularly delays in constructing a west-side station, and noted that when it is eventually built, it will require full staffing and equipment, making it a costly undertaking. He questioned whether regional collaboration could reduce costs.

Mayor Tran said discussions had begun with other cities about fire districting. Mr. Christensen shared past experience evaluating a fire district model in a previous role, noting limited savings due to unchanged infrastructure needs and potential for increased costs and reduced oversight. In his experience, most fire districts do not significantly reduce costs because stations, equipment, and staffing needs are based on population and geography, which do not change with districting. He noted that in some areas, district tax rates were significantly higher than municipal rates, and spending was harder to control.

Mr. Christensen recommended analyzing the cost efficiency of existing districts before committing to a new station. He emphasized that such an analysis should be undertaken before the city moves forward with constructing a west-side station and noted that while the facility is not urgently required today, the increasing call volume means the need is growing. Council Member Hunt asked about interim safety coverage. Mr. Christensen advised waiting until some of the city's existing bond obligations are paid off to free up capacity for a new station and its associated staffing costs.

Council Member Adams asked how staffing for the new station would be funded. Mr. Christensen suggested a general obligation bond for construction and a separate tax increase for operations. He noted operational costs cannot be included in the bond ballot language.

Mayor Tran stated she would like to see comparative cost data before considering districting. Council Members discussed hypothetical efficiencies from regional consolidation. Council Member Jackson expressed concern about overlapping services near city borders.

Returning to the current budget, Council Member Oaks summarized that the deputy fire chief position was no longer under consideration, while the sergeant and gym partnership remained under review. Mayor Tran confirmed.

Mr. Christensen noted the public hearing notice for the budgets would include gym project details to facilitate public feedback. The Council briefly reviewed logistics for the May 30 site visit to Shoreline Junior High and Horizon Junior High.

Council Member Hunt proposed allocating \$100,000 from the general fund balance for sidewalk hazard repairs. Council Members Adams and Jackson supported the idea. Ms. Nelson stated the proposal could be added during the post-hearing budget amendment process.

Mayor Tran informally adjourned the meeting at 8:39 p.m.

CITY COUNCIL STAFF REPORT



MEETING DATE: July 3, 2025

TYPE OF ITEM: Consent Items

PRESENTED BY: Melinda Greenwood, Community Development Director, Tami Tran, Mayor

SUBJECT/AGENDA TITLE: Appointment of David Moore as an Alternate Planning Commissioner

EXECUTIVE SUMMARY:

Mayor Tran recently accepted applications and held interviews for the alternate Planning Commission member position. Per Ordinance 17-4-1(2), Mayor Tran has chosen to appoint David Moore to serve the remainder of Paul Toller's term, which expires June 30, 2026. Mr. Toller was recently appointed as a regular Planning Commission member.

The Planning Commission consists of seven members, all of whom must reside in the City for at least one year prior to their appointment. The term of office for each appointed member is three years, and there's no limit to the number of terms they can be reappointed.

The Planning Commission has two alternate positions. These alternates help ensure a quorum is present at meetings so the Commission's business can be conducted.

City Council Options:

1. Approve the appointment of David Moore as an alternate Planning Commissioner.
2. Reject the appointment.

Staff Recommendation:

Approval of the appointment of David Moore as an alternate Planning Commissioner.

Fiscal Impact:

N/A

ATTACHMENTS:

None

CITY COUNCIL STAFF REPORT



MEETING DATE: July 3, 2025

TYPE OF ITEM: Action Item

PRESENTED BY: Chief Paul Erickson

SUBJECT/AGENDA TITLE: A Resolution and Letter of Support selecting and supporting the Kaysville Fire Department as the provider of 911 Emergency Medical Services and Interfacility Transport Services

EXECUTIVE SUMMARY:

The Utah Office of the Legislative Auditor General conducted this performance audit in response to legislative interest in understanding the current state, challenges, and opportunities in Utah's Emergency Medical Services (EMS) system. The report focused primarily on ground ambulance services, with attention to inter-facility transfers and 911 response systems. The findings helped shape key provisions in Utah SB 215 (2025), including required evaluations of EMS systems based on cost, quality, and access.

City Council Options:

Sign Letter of Support, and Approve Resolution

Staff Recommendation:

Sign Letter of Support, and Approve Resolution

Fiscal Impact:

ATTACHMENTS:

1. SB 215 Overview
 2. Paramedic Relicensure Checklist
 3. RFP - 911 EMS and Inter-facility Transport Services
 4. Resolution_911 EMS & Inter-facility Transport Services
 5. Letter of Support - KFD Re-Licensure
 6. KFD 2024 Annual Report
-



Legislative Background---Executive Summary: 2024 Performance Audit of Emergency Medical Transportation in Utah

Purpose and Context

The Utah Office of the Legislative Auditor General conducted this performance audit in response to legislative interest in understanding the current state, challenges, and opportunities in Utah's Emergency Medical Services (EMS) system. The report focused primarily on ground ambulance services, with attention to inter-facility transfers and 911 response systems. The findings helped shape key provisions in Utah SB 215 (2025), including required evaluations of EMS systems based on cost, quality, and access.

Key Findings

- 1. System Fragmentation and Governance Challenges**
 - EMS oversight is split across multiple entities, including the Bureau of EMS (BEMS), municipalities, counties, and private providers.
 - Confusion over licensing, oversight responsibilities, and inconsistent standards has led to inefficiencies and limited accountability.
 - The BEMS lacked authority to initiate or intervene in local EMS service decisions beyond basic licensing compliance.
- 2. Lack of Standardized Performance Review**
 - Local governments were not consistently reviewing EMS providers' performance.
 - Performance data (e.g., response times, patient outcomes, financial efficiency) was often incomplete, not shared, or not analyzed.
 - No standardized framework existed for comparing EMS providers or guiding decision-making.
- 3. Inefficiencies in the Provider Selection Process**
 - The "public convenience and necessity" process for selecting EMS providers was slow, unclear, and susceptible to political influence.
 - The report noted cases where competitive proposals were never sought, even when services were underperforming.
 - Small providers expressed concerns about barriers to entry due to the complexity and cost of navigating the existing system.
- 4. Financial Disparities and Sustainability Questions**
 - Medicaid and Medicare reimbursements remain well below actual costs, forcing providers to rely on commercial payers or subsidies.
 - Inter-facility transport revenue is vital to many providers but lacks coordinated oversight.



- Urban and rural agencies experience different financial pressures, requiring flexible policy solutions.

Key Recommendations

- Establish clear statutory authority and review responsibilities for the Bureau of EMS to monitor service outcomes and enforce minimum standards.
- Mandate periodic performance evaluations for all EMS license holders, based on metrics for cost, quality, and access.
- Require competitive requests for proposals (RFPs) at the expiration of service licenses, including a formal review process.
- Increase transparency of EMS performance data and facilitate state-level comparisons.
- Clarify inter-facility transfer oversight to avoid duplication and ensure equitable patient access.

Conclusion

The audit highlighted critical weaknesses in Utah's EMS governance and accountability. Its recommendations aim to foster a more transparent, efficient, and outcome-driven EMS system. These insights directly influenced legislative reforms, particularly SB 215 (2025), which restructured EMS oversight, enhanced competitive provider evaluations, and emphasized measurable performance in the cost, quality, and access domains

Summary of Utah Senate Bill 215 (2025)

In 2025, the Utah State Legislature passed **Senate Bill 215**, a comprehensive measure aimed at improving the delivery, accountability, and transparency of **Emergency Medical Services (EMS)** statewide. The bill emerged from findings in the 2024 Legislative Audit, which identified inconsistent EMS performance, limited financial transparency, and a lack of standardized evaluation criteria across agencies within the State.

SB 215 establishes a framework for evaluating EMS providers based on three core performance pillars:

- **Cost:** Financial sustainability, transparency of billing practices, and cost recovery effectiveness.



- **Quality:** Clinical care outcomes, provider training and credentialing, quality assurance practices, and equipment standards.
- **Access:** Timely service delivery, geographic availability, equitable care across populations, and response capacity under surge conditions.

The legislation requires **municipalities and counties** to evaluate their EMS systems every four years using these criteria and to make decisions regarding future service contracts or operational models based on demonstrated performance.

Additional provisions of the bill include:

- Authorization for local governments to issue **Requests for Proposals (RFPs)** from third-party EMS providers.
- Mandated performance reviews for agencies operating under **enterprise fund models**, like the Kaysville Fire Department.
- Inclusion of **inter-facility transfer services** in the broader evaluation, particularly regarding cost efficiency and coverage equity.

SB 215 places responsibility on local leaders to ensure their communities receive high-quality, accessible, and financially responsible EMS care. This briefing packet was developed to fulfill the intent and requirements of SB 215, demonstrating Layton Fire Department's alignment with these legislative goals.

Checklist for Re-licensure

An entity that is seeking to obtain re-licensure shall submit to the Bureau the following:

First Steps

1. Review and update the Plan of Operations.
 - a. Note below the new structure for the plan of operations.
2. **Obtain a current letter of support issued by the appropriate governing body** (council, board, or commission) of the county or municipality, indicating their selection and endorsement of the EMS provider.
 - a. The local government shall conduct a formal review of 911 emergency medical service providers and interfacility transport providers in an open and public meeting, in accordance with Utah Code 52-4, the Open and Public Meetings Act. This review shall evaluate the cost, quality, and access objectives of the local government's EMS system within the designated geographic area.
 - b. Documentation outlining the evaluation of cost, quality, and access must be submitted to the Bureau as part of the justification for the award of local government support.

After Agency Selection

If your agency is selected to provide 911 or inter-facility services for the county or municipality:

1. Login to emslicense.utah.gov
2. Navigate to Applications> Start> Service Applications> Select your agency from the drop-down menu
3. Locate the Agency License and Designation application> click Start
4. Complete the application
 - a. If your agency is selected, you will not need to resubmit it unless you have updated documents. Contact Tami Goodin for assistance.
5. Pay the application fee of \$135.00 for re-licensure (already paid by your agency).

Additional Documents

1. Submit a current letter of support issued by the appropriate governing body (council, board, or commission) of the county or municipality, indicating their selection and endorsement of the EMS provider to Tami Goodin. (New for re-licensure).
2. Submit the cost, quality, and access (CQA) goals as approved by the county or municipal council, board, or commission to Tami Goodin. (New for re-licensure)
3. Any changes to the agency's Plan of Operations which may include:
 - a. Required staffing levels pursuant to R911-4 and the use and justification of any staffing waivers.
 - b. Scheduling and deployment of personnel and ambulances to ensure effective

- and reliable service provision
- c. Plans for operating during times of unusual demands. Providers shall include any mutual aid agreements.
 - e. A written description and map of the service area; or
 - f. A communications plan that includes, description of how all permitted vehicles are equipped so field EMS personnel can communicate with hospitals, dispatch centers, other EMS providers and law enforcement; and a written dispatch agreement.

**KAYSVILLE CITY DELIVERY OF 911 EMERGENCY MEDICAL SERVICES
AND INTER-FACILITY TRANSPORT SERVICES**

REQUEST FOR PROPOSALS

Kaysville City
175 S. Main Street
Kaysville, UT 84037

June 2025

Table of Contents

1. Introduction, Background, and Scope
2. Procurement Process
3. Evaluation of Proposals
4. Proposal Content Requirements
5. Disposition of Proposals and Negotiation Terms
6. Attachment A: Key Personnel
7. Attachment B: Statement of Project Experience

KAYSVILLE CITY DELIVERY OF 911 EMERGENCY MEDICAL SERVICES AND INTER-FACILITY TRANSPORT SERVICES

I. INTRODUCTION, BACKGROUND, AND SCOPE

A. INTRODUCTION

Kaysville City is soliciting proposals from qualified emergency medical service (EMS) providers to furnish 911 emergency medical response and inter-facility ground ambulance transport services. This RFP seeks to ensure alignment with Utah State SB 215, which mandates a competitive review process for EMS providers focused on cost, quality, and access.

B. BACKGROUND

Kaysville City, located in Davis County, serves a population of over 34,000 residents. The City has a well-established EMS system and is seeking to evaluate existing and alternative providers to ensure future readiness, fiscal responsibility, clinical excellence, and equitable access. This review includes both the primary 911 response system and interfacility patient transport.

C. SCOPE OF SERVICES

Qualified EMS providers must demonstrate the ability to provide:

- 911 emergency medical response (BLS and ALS levels)
- Inter-facility transport services, including BLS, ALS, and critical care transport (CCT)
- Data reporting for performance metrics and QA/QI
- Compliance with Utah Bureau of EMS licensing and clinical protocols
- Mutual and automatic aid participation

II. PROCUREMENT PROCESS

A. KEY DATES:

- RFP Advertisement: June 20, 2025
- Proposal Due Date: June 27, 2025 at 4:00 PM MT
- Anticipated Award Date: July 31, 2025
- Contract Start Date: October 1, 2025

B. PROJECT ADMINISTRATION

All proposals must be submitted electronically to:

Kaysville City Administration

Attention: Aryel Daniels

Email: adaniels@kaysville.gov

Questions must be submitted via email by June 25th, 2025. Communications and/or questions regarding this Request for Proposals shall be directed via e-mail to:

KAYSVILLE CITY, LEGAL DEPARTMENT

Attention: Nic Mills

Phone: 801-497-7124

E-mail: Nmills@kaysville.gov

Information requests and questions must be submitted via e-mail and received by the city by no later than June 25th, 2025. Responses to questions or any other information, which in the sole judgment of the City may be of value to all interested parties, will be communicated via email. Verbal questions will be accepted only as a means of assisting in clarifying a written question before submittal.

III. REQUEST FOR PROPOSALS

- A. Proposals should be prepared simply and provide a straightforward and concise description of the person's or entity's ability to perform the required services. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the City's needs. Vague statements will be viewed unfavorably.

Proposals shall include:

- Cover letter with contact information
- Organizational overview
- Description of scope fulfillment (911 EMS and IFT services)
- Key personnel with qualifications
- Staffing and deployment plan
- QA/QI methodology and medical oversight plan
- Fee proposal in a separate file
- At least three relevant project examples with contact references
- Timeline for service transition and implementation

Format:

- 10 single-sided pages max (not including resumes or attachments)
- Minimum 11 pt font, 1" margins
- Submit electronically (PDF format preferred)

B. MODIFICATIONS TO PROPOSALS

Proposals that have been submitted to the City may be modified in writing at any time before the due date and time for closing date. Any modifications must be signed by the person or officer of the entity that is authorized to do so.

C. COST OF PREPARING PROPOSALS

All costs of preparing the Proposal shall be the sole responsibility of the entity submitting the Proposal.

D. SUBMISSION OF PROPOSALS

Submit proposal in accordance with the instructions listed herein regarding time, place, and date required. Responses received after the time requirement will NOT be accepted, and will NOT be considered for award. The City will not be responsible for any bid/proposal delivered incorrectly or to the wrong address or location. Failure to read the Request for Proposals and comply with its instructions will be at the consultant's risk. Corrections and/or modifications received after the closing time specified in the RFP will not be accepted. The proposal must be signed by the appropriate representative or officer authorized to contractually obligate the firm.

Each respondent must submit an electronic copy of their proposal addressed to: *adaniels@kaysville.gov* by **4:00 p.m. on Friday June, 27th 2025**. The City will not consider responses received after that date and time, regardless of when they were deposited in the mail.

IV. EVALUATION OF PROPOSALS

All submittals will be evaluated to determine if the submittal is complete and in compliance with all requirements of the RFP. The City will then evaluate all proposals that meet the minimum requirements based on the following criteria. Each element has an assigned weight which indicates the importance of each.

A. Proposals will be evaluated based on the following criteria:

- Cost (30%): Competitive fee structure, rate transparency, cost efficiency
- Quality (30%): Licensure, clinical protocols, staff credentials, QA/QI programs
- Access (30%): Coverage area, response reliability, inter-facility transport availability
- References and Past Performance (10%): Relevant experience, client satisfaction, case studies

Kaysville City reserves the right to reject proposals that do not meet minimum qualifications or deviate substantially from RFP requirements.

V. DISPOSITION OF PROPOSALS, STATEMENTS, AND NEGOTIATIONS

A. Disposition of Proposals – Public Records

All materials submitted in response to this RFP will become the property of Kaysville City. An electronic copy of each proposal shall be retained for official files and will become a public record after the award and open to public inspection. It is understood that the proposal will become part of the official file on this matter without obligation on the part of the City.

B. Verbal Statements or Agreements

No verbal agreement or conversation with any officer, agent, or employee of the City, either before or after execution of the contract, shall affect or modify any of the terms or obligations contained in the contract. Any such verbal agreement or conversation shall be considered as unofficial information and in no way binding upon the City or the Contractor.

C. Negotiations

The City reserves the right to reject or to waive any or all Proposals. After the City has identified the best qualified candidate for the project, the City shall have the right to negotiate with the respondent over the final terms and conditions of the contract. These negotiations may include bargaining. The primary objective of the negotiations is the evaluation of the factors outlined in the Request for Proposals. If an agreement cannot be reached, the negotiation will be terminated, and similar negotiations will occur with the second-ranked firm.

**KAYSVILLE CITY
RESOLUTION NO. 25-XX-XX**

**A RESOLUTION SELECTING AND SUPPORTING THE KAYSVILLE FIRE DEPARTMENT AS THE PROVIDER OF
911 EMERGENCY MEDICAL SERVICES AND INTERFACILITY TRANSPORT SERVICES IN COMPLIANCE WITH
UTAH CODE AND STATE EMS LICENSURE REQUIREMENTS**

WHEREAS, the Utah State Legislature enacted Senate Bill 215, effective May 7, 2025, requiring that municipalities formally select their provider(s) of ground ambulance, paramedic, and interfacility transport services through a public process; and

WHEREAS, Utah Code §§11-48-103 and 53-2d-501(2) mandate that a governing body must conduct a formal review of EMS providers and issue a letter of support as part of the re-licensure process administered by the Bureau of Emergency Medical Services (BEMS); and

WHEREAS, the Kaysville City Council held a duly noticed and open public meeting on **[insert date]**, in accordance with Utah Code 52-4, the Open and Public Meetings Act, to evaluate qualified EMS providers for 911 and interfacility services within the city's jurisdiction; and

WHEREAS, the Kaysville City Council has reviewed the performance of the Kaysville Fire Department based on the criteria of cost, quality, and accessibility of service and determined that the Kaysville Fire Department continues to meet or exceed the city's standards in all areas;

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

1. That the Kaysville City Council hereby formally selects and supports the Kaysville Fire Department to serve as the provider of 911 emergency medical services and interfacility transport services within the city's designated service area;
2. That this selection is based on a documented evaluation of cost, quality, and access goals in accordance with Utah Code and BEMS requirements;
3. That the City hereby authorizes the issuance of a formal Letter of Support to be submitted to the Utah Department of Public Safety, Bureau of Emergency Medical Services, in conjunction with the Kaysville Fire Department's re-licensure application;
4. That this resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this ____ day of _____, 2025.

Tamara Tran
Mayor

ATTEST:

Annemarie Plaizier
City Recorder



SETTLED IN 1850

Date: **[Insert Date]**

To: Bureau of Emergency Medical Services
Utah Department of Public Safety

Subject: Letter of Support for Kaysville Fire Department EMS Re-Licensure

To Whom It May Concern:

Pursuant to the requirements set forth in Utah Code 11-48-103 and 53-2d-501(2), and following the passage of S.B. 215, the Kaysville City Council held a duly noticed and open public meeting on **[Insert Date]** to evaluate 911 emergency medical services and interfacility transport providers within the City of Kaysville.

As part of this process, the City Council formally reviewed qualified EMS providers using criteria focused on cost, quality of service, and accessibility for residents and those within the city's designated EMS service area. After careful consideration, the Council determined that the Kaysville Fire Department continues to best meet the city's emergency medical service needs in all three categories.

Accordingly, the Kaysville City Council formally selects and endorses the Kaysville Fire Department as the designated provider of both 911 emergency medical services and interfacility transports, and hereby submits this letter as required support for their re-licensure with the Utah Bureau of Emergency Medical Services.

Should you require additional documentation regarding the evaluation process or public meeting records, please contact our office directly.

Sincerely,

Mayor Tamara Tran
Kaysville City Council



2024 ANNUAL REPORT

**KAYSVILLE FIRE
DEPARTMENT**

Kaysville Fire Chief Paul Erickson has approved this annual report for public distribution. The information given throughout the report reflects the calendar year of 2024.



Fire Chief Paul Erickson

“I continue to be honored to serve as the Fire Chief for Kaysville City. Since beginning this role in 2017, I’ve watched our department grow stronger, more capable, and increasingly connected to the community we proudly serve. In 2024, we continued our commitment to enhancing public safety through expanded training, investments in modern equipment, and ongoing support of our paramedic services.”

Stay connected with us!



Kaysville Fire Department



@kaysvillefire



firedepartment@kaysville.gov



801-544-2860



www.kaysville.gov



1

Mission, Purpose & Motto

12

Education & Training

2

History

14

Specialties

3

Department Overview

16

Health & Wellness

4

Administration

17

Fire & Risk Prevention

5

Facilities

18

Significant Saves

8

Apparatus

19

Accomplishments & Reflections

10

Response Data

23

Closing Remarks

KAYSVILLE CITY FIRE STATION
175

Mission Statement

The mission of the Kaysville Fire Department is to protect life, property, and the environment through skilled emergency response, fire prevention, and community preparedness.



Purpose Statement

The purpose of the Kaysville Fire Department is to serve our community with integrity, courage, and duty—guided by compassion, accountability, and a commitment to excellence.

Integrity. Courage. Duty.

-KFD Motto

DEPARTMENT HISTORY



The Kaysville Fire Department (KFD) was founded in 1911 as a volunteer fire service, built on the dedication of local residents who recognized the need for organized fire protection. Early firefighting relied on basic tools, such as hose carts. In 1922, the department built its first homemade fire engine from a modified Hudson automobile, marking a significant milestone in capability and innovation.

Throughout the 20th century, KFD operated out of various shared or repurposed buildings in downtown Kaysville. In 1969, the city completed its first station built specifically for fire service. In 2000, the department moved into its current facility at 175 S. Main Street.

In 2002, KFD transitioned from an on-call volunteer model to a paid part-time structure, expanding its emergency response capabilities and launching ambulance service for Kaysville and Fruit Heights. Continued growth and professionalization led to the department's transition to full-time career staffing in 2016.



From our earliest days as a volunteer brigade with hose carts and hand-built equipment, the Kaysville Fire Department has been rooted in service, innovation, and dedication to community. Over the course of more than a century, we have grown in size, capability, and professionalism—but our commitment remains the same. As we look to the future, we carry forward a legacy of excellence, integrity, and progress in serving the people of Kaysville.

- The Kaysville Fire Department (KFD) provides fire, rescue, hazardous materials, and emergency medical services to the City of Kaysville and portions of unincorporated Davis County.
- Our response area covers over 10 square miles and serves a residential population of 35,000.
- KFD operates from a single, centrally located fire station staffed by eight firefighters on duty 24/7. All firefighters are cross-trained as either Advanced Emergency Medical Technicians (AEMTs) or Paramedics.
- The department employs 23 full-time personnel, including a Fire Chief, an Administrative Assistant, three Captains (shift supervisors), three Engineers (drivers/operators), and fifteen Firefighters. KFD is supported by 15 part-time Firefighters.
- In 2024, KFD responded to 1,961 incidents. Of these, 61% were medical emergencies, while the remaining 39% involved fire suppression, rescue operations, hazardous materials responses, false alarms, or mutual aid provided to neighboring agencies.
- Daily staffing includes one ambulance, one paramedic squad, and one fire engine. A second-out ambulance, a ladder truck, and a brush truck are cross-staffed as needed.





FIRE CHIEF
Paul J. Erickson

Fire Chief Paul Erickson began his fire service career in May 1984 with the United States Air Force, where he served in various capacities, including Captain, Assistant Fire Chief, and ultimately as Fire Chief. During his military career, he held chief officer roles at Ramstein Air Base in Germany, Menwith Hill Station in the United Kingdom, all U.S. Air Force bases in Afghanistan during deployment, and finally at Hill Air Force Base in Layton, Utah. He retired from federal service in October 2017 when he became the Fire Chief of Kaysville City.

ADMINISTRATIVE ASSISTANT
Aryel Daniels

Aryel brings over 12 years of administrative experience across a variety of fields. She holds a Bachelor’s Degree in Business Management and is a certified paralegal. Prior to joining the Kaysville Fire Department in August 2023, she worked in the legal profession. In her current role, she supports department operations with a focus on organizational efficiency, enhancing critical functions, and advancing departmental goals to help ensure overall operational success.



A SHIFT CAPTAIN
Cameron McKinnon

Captain McKinnon began his fire service career with the Kaysville Fire Department in 2010. He has also served with the Farmington Fire Department and worked in the Davis County Sheriff’s Office 911 division. In addition to his role as Captain, he serves as the department’s Public Information Officer (PIO), managing our social media presence. He is a heavy rescue technician, supports our administrative functions and leads the department’s fire training program.



B SHIFT CAPTAIN
Jason Taylor

Captain Taylor began his fire service career in 2004 and has held the ranks of Firefighter, Paramedic, and Captain. He has worked with Ogden Fire, Roy Fire, and Kaysville Fire. While at Roy Fire, he served on the Public Education Team for eight years. Captain Taylor currently serves as Kaysville Fire’s Medical Training Officer and is a certified instructor in CPR, Pediatric Life Support, and Advanced Cardiac Life Support.



C SHIFT CAPTAIN
Aaron Shupe

Captain Shupe began his fire service career in 1997. Prior to joining Kaysville Fire Department in 2016, he served with South Ogden and Syracuse Fire Departments, holding the ranks of Firefighter, Engineer, and Lieutenant. He is certified as both a Hazardous Materials Technician and a Heavy Rescue Technician. At KFD, he oversees equipment and apparatus management and serves as a certified drone pilot.



Kaysville Fire Department operates from a single, centrally located station—Fire Station 61—at 175 S. Main Street. Built with five pull-through bays, six bedrooms, a training room, and administrative offices, the station was originally designed in 1999, when the city’s population and call volume were concentrated east of Interstate 15.

As Kaysville has grown, so have the demands on our department, and the station has quickly become undersized. In 2021, two administrative offices were converted into additional bedrooms, allowing us to house eight firefighters around the clock. Looking ahead, the city is considering plans for a station expansion as soon as July 2026. If passed by the council, the addition would be funded through impact fees & other existing avenues. This addition would include four more bedrooms, expanded office space, and equipment storage. It would also allow us to staff two more personnel 24/7, staffing a second ambulance and a ladder truck crew, improving service and operational safety. Reclaiming converted office space will also accommodate much-needed administrative growth.

While this expansion addresses immediate staffing and space needs, response times on Kaysville’s west side remain a primary concern for our department. When a 911 call is received, dispatchers have 60 seconds to process & dispatch the call, and crews have 60 seconds to mobilize (turnout). Then drive time begins - which cannot exceed 4 minutes, per national standards. For west side addresses, delays can become critical. Here are sample drive times to several west side locations from Station 61:

- 175 S Main St to Smith's Marketplace: 4 min 30 sec drive time
 - +Dispatch & Turnout Time (2 min): **6 min 30 sec total response time**
- 175 S Main St to Angel Street Soccer Complex: 6 min 30 sec drive time
 - +Dispatch & Turnout Time (2 min): **8 min 30 sec total response time**
- 175 S Main St to 50 East Shepard Ln: 6 min 30 sec drive time
 - +Dispatch & Turnout Time (2 min): **8 min 30 sec total response time**
- 175 S Main St to Pioneer Park: 7 min 30 sec drive time
 - +Dispatch & Turnout Time (2 min): **9 min 30 sec total response time**
- 175 S Main St to Southbound Hwy 177 950 N Exit: 9 min drive time
 - +Dispatch & Turnout Time (2 min): **11 min total response time**
- 175 S Main St to White Horse Circle: 10 min drive time
 - +Dispatch & Turnout Time (2 min): **12 min total response time**

These response times were compiled using a combination of real-time GIS mapping data and actual emergency incident records from the listed locations, all during daytime hours. The data assumes responses were made under normal traffic conditions using lights and sirens. Factors such as non-emergency calls (no lights and sirens), heavy traffic, or incidents occurring late at night or early in the morning—when firefighters are asleep—can all contribute to longer response times than those listed above.

All calls included in this analysis were handled directly by Kaysville Fire Department. When our units are already committed to other incidents, calls are dispatched to Layton or Farmington Fire through mutual aid. In those cases, response times can increase by five minutes or more.

In 2024, our **average response time to west side incidents**—measured from the time a 911 call was placed to the time a unit arrived on scene—**was 8 minutes and 15 seconds. The longest recorded response time for a west side call was 13 minutes and 59 seconds.** A total of **230 responses to Kaysville's west side exceeded the 6-minute benchmark** set by national standards, and **53 of those incidents** had response times **greater than 10 minutes.**

Why does it matter?

In medical emergencies where a patient is not breathing, such as cardiac arrest, choking, allergic reactions, or trauma, severe neurological injury can begin within just 4 minutes without oxygen. **Brain tissue death** starts between **4 and 6 minutes**, and the **chances of survival drop to nearly zero after 10 minutes** without oxygen.

In cases of severe, uncontrolled bleeding, **cardiac arrest can occur in as little as 5 minutes**.

When it comes to fires, the commonly repeated phrase that "fire doubles in size every minute" no longer holds true. Due to modern furnishings and synthetic building materials, fires today burn hotter and spread faster than in the past, often increasing in size by more than four times within seconds. **One of the most hazardous fire conditions is flashover**, which occurs when the contents of a room ignite simultaneously. **This event is usually fatal** for anyone trapped and typically results in major property loss. In modern homes, **flashover can occur in as little as 5 minutes** and is usually fully developed within 10 minutes of the fire's initiation.

The most critical factor in saving lives and limiting fire damage during a structure fire is getting water on the fire before it reaches flashover.

With an **average response time of 8 minutes and 15 seconds to the west side of Kaysville**, the window for life and property-saving intervention is often narrow in medical and fire emergencies. That is why response time matters.

To address this, Kaysville City has designated land near 1250 S. Deseret Drive, just north of the Kaysville Power Substation, for a future second fire station—Fire Station 62. This location would provide central north-south coverage for the west side, with quick access to Burton Lane to assist with east side calls when needed. The property is also large enough to accommodate a training tower and grounds, a critical resource the department currently lacks.

Existing bonds from the Police Station and City Hall remodel are scheduled to be paid off in 2031 and 2033, respectively. Building a second fire station before that time would likely require a significant property tax increase. The City welcomes public input on whether residents would support bonding for the project sooner or prefer to wait until the current obligations are fulfilled.

Kaysville Fire Department recognizes the urgency for needing a second station, but we are also mindful of the financial impact additional taxes may have on our residents. Balancing public safety with fiscal responsibility is a conversation we're eager to have—with you.

Kaysville Fire Department maintains a diverse fleet of emergency response vehicles, including three Advanced-EMT level ambulances, two fire engines, one ladder truck, one heavy rescue unit, two brush trucks, one 6x6 brush/remote transport unit, one paramedic “rescue” truck, one hazardous materials trailer, and two command vehicles.

Due to limited on-duty staffing, we currently operate under a cross-staffing model. This means our crews select the most appropriate apparatus for each call based on dispatch information, moving their turnout gear from one vehicle to another as needed. While this system allows us to maximize the use of available resources, it is not ideal. Cross-staffing slows our response by increasing turnout times and limits the number of units we can deploy simultaneously during complex incidents.

The planned construction of Fire Station 62 on Kaysville’s west side will significantly reduce our need to cross-staff. Once operational, the Main Street station will staff an ambulance, a fire engine, and a paramedic vehicle. The west side station will staff an ambulance, the ladder truck, the heavy rescue unit, and a battalion chief command vehicle. This expansion will allow us to respond more efficiently and safely to the growing needs of our community.



Engine 61

**2019 Pierce Quantum custom-built pumper
Combination fire engine and heavy rescue**

750 gallons of on-board water
1,500 gallon-per-minute water pump
Structural & wildland firefighting
Vehicle rescue, rope rescue, ice rescue
Advanced EMT level first responder unit.



Truck 61

**2013 Pierce Quantum custom-built ladder
Combination pumper and aerial ladder**

105' aerial ladder
500 gallons of on-board water
2,000 gallon-per-minute water pump
Class A foam
First-in on all commercial responses
First-in on all mutual-aid/auto-aid responses



Engine 62

2007 Pierce Quantum custom-built pumper

Fire suppression apparatus
750 gallons of on-board water
2,000 gallon-per-minute 2-stage water pump
40 gallons of firefighting foam
Structural firefighting, wildland firefighting
Vehicle rescue



Heavy Rescue 61

2025 Pierce Quantum custom-built heavy rescue

750 gallons of on-board water
1,500 gallon-per-minute single stage water pump
20 gallons of firefighting foam
Structural & wildland firefighting
Heavy and technical rescue



Brush Trucks 61 & 62

2011 Dodge Pickup

Brush 61 and Brush 62 are identical 2011 Dodge pickup trucks set up for brush/wildland fires. These units carry water, hoses, and hand tools that are essential to fighting fires in tough terrain such as fields, hills, and mountain areas.



Medic 61

2024 Chevy 2500

Quick response paramedic vehicle
-Equipped with: LifePak 15 cardiac monitor and AED; advanced airway tools; advanced trauma and pediatric life support gear; and advanced medications for a variety of critical medical emergencies.

Ambulance 61, Ambulance 62, and Ambulance 63

2022 Horton/Ford F450 Ambulance

2021 Horton/Ford F450 Ambulance

2014 Horton/Ford F450 Ambulance (Reserve Unit) - This unit will be replaced by a 2025 Horton/Ford F450 in the Summer of 2025

- Advanced airway management (oxygen, suction, basic and advanced airways)
- Bandaging/bleeding control (gauze, bandages, tourniquets)
- Advanced cardiac life support (LifePak cardiac monitor and defibrillator, Lucas automated CPR device, epinephrine, amiodarone and atropine)
- Pediatric life support,
- Pre-hospital trauma life support
- Fluid/IV management
- MCI/Mass shooting ready,
- Pain and anxiety management (fentanyl, morphine and versed).



Kaysville Fire's emergency response is built to get you the help you need as fast as possible.

The goal is to get the right resources of firefighters and equipment to your emergency in time to make a lifesaving difference.

A number of factors enter into this equation including:

- Station location and design
- Traffic and travel times
- Staffing levels
- Dispatch time
- How quickly the emergency is reported

Kaysville Fire follows nationally recognized standards and has established response benchmarks that are reviewed and reported annually.

The standard requires a response time of 6 minutes or less to 90% of calls

Kaysville Fire’s response time standard, based on guidance from the National Fire Protection Association (NFPA), is to arrive on scene within 6 minutes or less, measured from the time a 911 call is placed to the moment our units arrive. The goal is to meet this benchmark on 90% of all emergency calls.

However, with only one fire station covering over 10 square miles, meeting that standard citywide remains a challenge. In 2024, **we were compliant with the 6-minute benchmark on just 60% of our responses**—meaning 40% of the time, help arrived later than national standards recommend.

Why Seconds Count

- **House Fires:** Fire can more than quadruple in size within seconds. Today’s house fires burn faster than ever. Modern furnishings, open spaces, and lightweight construction all contribute to the rapid growth and spread of home fires.
- **Cardiac Arrest:** When someone is not breathing, brain tissue begins to die in as little as 4 minutes due to a lack of oxygen. A patient’s chance of survival drops significantly after 9 minutes without oxygen.
- **Traumatic Injuries:** Our goal is to get patients with severe bleeding or injuries to vital organs to an operating room within the “golden hour”—the critical 60 minutes following a traumatic injury. Timely surgical and medical intervention during this period offers the best chance of survival.

- **Average Citywide Response Time:** 6 minutes and 59 seconds
- **Average West of I-15 Response Time:** 8 minutes and 15 seconds
- **Average East of I-15 Response Time:** 6 minutes and 16 seconds
- **Number of Times Two or More Calls Were Happening at the Same Time In Kaysville:** 287 instances of overlapping calls
- **Number of Calls Layton FD or Farmington FD Had to Cover For Kaysville:** 117 calls



1,961
Total Responses

52

Fires

3

Explosions

1,196

Medical Calls

69

**Hazardous
Condition**

121

Service Calls

292

Citizen Assists

228

**False
Alarm/Cancel**

An entry-level firefighter at Kaysville Fire Department completes 660 hours of initial training in firefighting and emergency medical care to meet the baseline qualifications for employment.

Once hired, new firefighters complete 56 hours of specialized training for certification in areas such as wildland firefighting, Pediatric Advanced Life Support (PALS), and Advanced Cardiac Life Support (ACLS). In addition, they participate in a 12-month field training program that encompasses both fire and medical skill development, which includes 120 hours of structured in-house training under the guidance of experienced mentors.

After completing probation, firefighters continue their professional development with technical and leadership training supported by nationally recognized certifications. These include areas such as hazardous materials response and technical rescue, with individual course lengths ranging from 40 to 120 hours. These advanced courses are offered through the Utah Fire & Rescue Academy, the state's professional accrediting agency, and are available to KFD personnel as part of their continued training.





Firefighters who pursue paramedic certification complete two semesters of college prerequisites, followed by 1,200 to 1,800 hours of classroom instruction, clinical rotations, and field internships.

All fire and EMS certifications require ongoing continuing education to stay current. In 2024, full-time Kaysville Fire Department employees averaged 240 hours of continuing education, totaling more than 5,000 hours of in-house training completed department-wide.



In addition to internal training, Kaysville Fire hosted several specialized courses open to both our personnel and members of neighboring agencies:

- Advanced Airway Management
– Hosted in both spring and fall
- Rope Rescue (Awareness, Operations, Technician Levels) – Two-week course held in September
- Common Vehicle Extrication (Awareness, Operations, Technician Levels) – 40-hour course held in November
- Leadership Development – Monthly 1-2 hour sessions throughout the year in collaboration with Farmington Fire





In June 2024, Kaysville Fire Department launched a new Heavy Rescue Team to provide specialized rescue services to Kaysville and neighboring agencies throughout Davis County. The team consists of 13 firefighters who have completed—or are actively completing—technician-level training in the following disciplines:

- High- and low-angle rope rescue
- Common vehicle extrication
- Heavy vehicle extrication
- Ice rescue
- Machinery rescue
- Confined space rescue
- Trench rescue
- Structural collapse rescue

These types of incidents are low-frequency but high-risk events that require advanced training and highly specialized equipment. Kaysville Fire has invested significantly in building this capability, including over \$250,000 in specialized rescue equipment, extensive training efforts, and the purchase of a Pierce Manufacturing heavy rescue apparatus.

The program was initiated by Engineer Cameron Cessna, who brought valuable experience from his six years with Weber County's heavy rescue team. Engineer Cessna has dedicated his time and expertise to helping establish this program, setting a strong foundation for success. We are also grateful to Chris and Steve Whetton of Elite Technical Rescue Training for their mentorship and support throughout the development process.

Looking ahead to 2025, the Heavy Rescue Team is committed to continued growth and training as we expand our ability to serve Kaysville and the greater Davis County area with advanced rescue services.

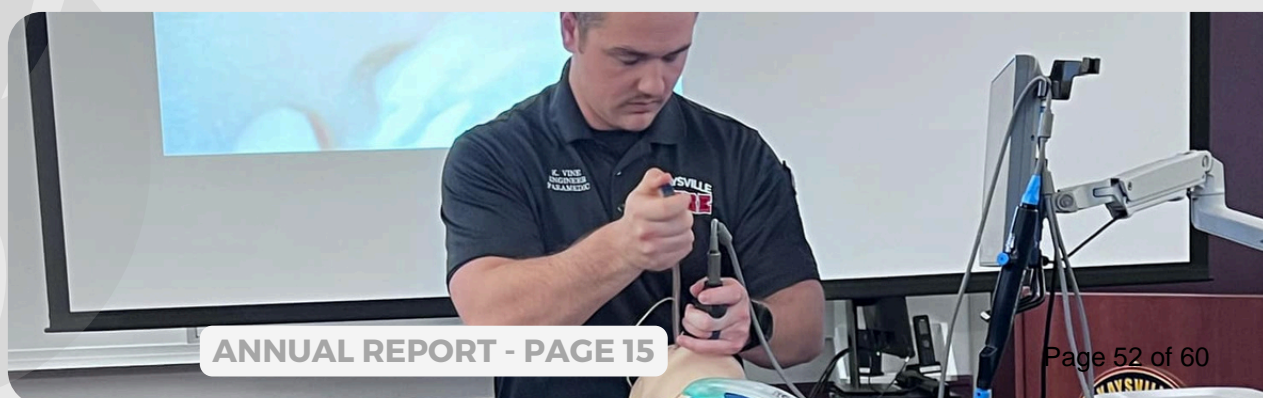


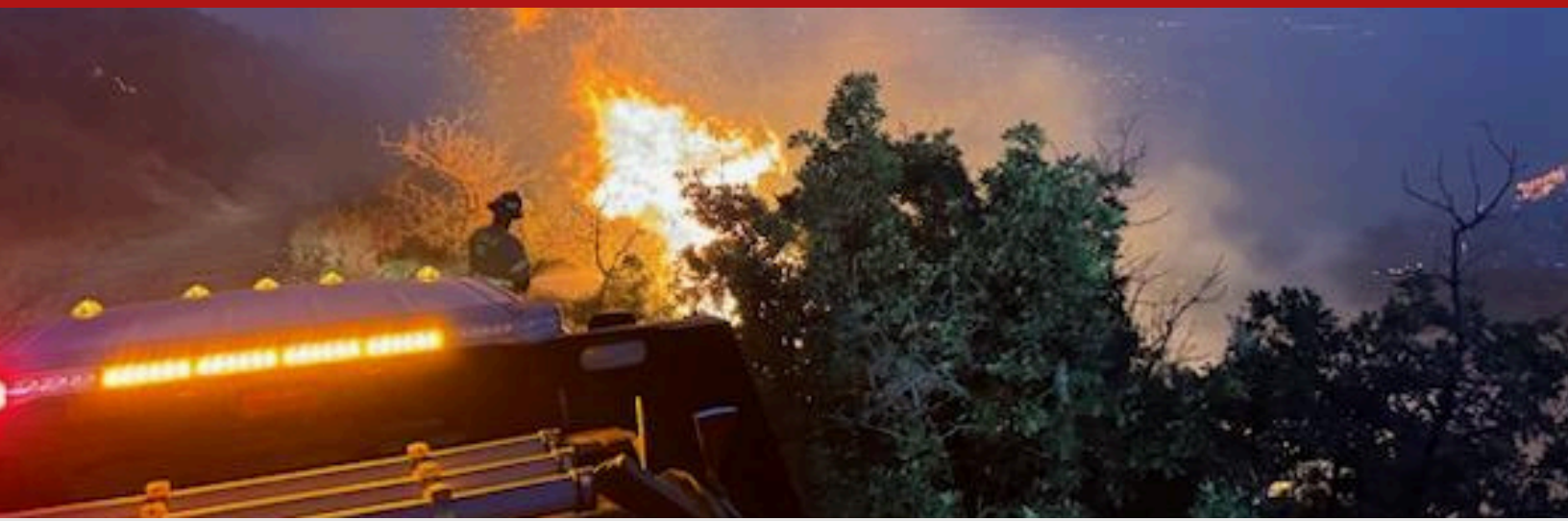
In October 2023, Kaysville Fire Department implemented Rapid Sequence Induction (RSI) as part of its advanced airway program—a major step forward in pre-hospital emergency care. RSI is a critical intervention used in situations where a patient is conscious, semi-conscious, or exhibiting airway reflexes that make traditional intubation unsafe or ineffective. It is especially valuable in cases of traumatic injury, severe respiratory distress, or altered mental status.

The RSI procedure involves administering a combination of medications to first sedate and then temporarily paralyze the patient. This process enables the paramedic to safely place an endotracheal tube, ensuring oxygenation and ventilation in high-risk scenarios. Performing RSI requires advanced training in pharmacology, airway anatomy, and clinical decision-making under pressure.

To become RSI-authorized, selected Kaysville paramedics completed a rigorous training process that included classroom education, airway simulations, supervised intubations in hospital operating rooms, and final approval by the department's medical control physician. These paramedics now provide a higher level of care in the field, bridging a critical gap between first response and hospital intervention.

With this capability, Kaysville Fire became one of only two fire departments in Davis County—and among fewer than a dozen statewide—authorized to perform RSI in the field. This addition reflects KFD's continued commitment to advanced training, clinical excellence, and providing the highest quality care to the citizens of Kaysville.





Whether working inside a burning structure or extricating a patient from a vehicle, firefighters regularly operate under intense physical and environmental stress.

During a structure fire, firefighters wear over 60 pounds of protective gear, then carry or maneuver an additional 40 pounds of tools and charged hose lines—all while working in environments that can exceed 500°F. It is also expected that a firefighter be capable of dragging an unconscious adult to safety by themselves.

To ensure our personnel are physically prepared for the job's demands, every firefighter undergoes an annual medical check-up and blood screening with a physician. In addition, they complete two physical fitness tests per year, each simulating the unique demands of wildland and structural firefighting:

- **Wildland Firefighter Test ("Pack Test"):** Firefighters wear a 45-pound vest and must walk 3 miles in 45 minutes or less.
- **Structural Firefighter Test (Physical Agility Test or "PAT"):** Firefighters don full turnout gear, breathe bottled air, and complete an eight-station course that includes pulling, lifting, flipping, and striking objects weighing up to 200 pounds, all in 6 minutes or less.

Beyond the physical demands, firefighters are often exposed to emotionally and mentally taxing events. On average, a firefighter will encounter three traumatic events (TEs) per year, which may include treating severely injured or deceased patients or experiencing dangerous "close call" situations themselves.

To support mental health, Kaysville City provides access to an Employee Assistance Program (EAP), offering free and confidential counseling. KFD personnel also have access to both city and county peer support teams, which offer confidential, peer-based emotional support for any first responder in need.



The Kaysville Fire Department is dedicated to reducing risk and enhancing safety through various public education initiatives, fire code enforcement, and proactive planning.

KFD engages with the community through a broad range of outreach activities:

- Hosting over 150 fire station tours and public education events annually
- Delivering fire safety presentations to kindergartens, elementary schools, and local scout groups
- Participating in community events such as Kaysville City's Fourth of July Celebration
- Visiting dozens of children's lemonade stands during the summer
- Hosting our Annual Fire Prevention Open House each October
- Maintaining a strong social media presence on Facebook and Instagram

KFD enforces local and state fire codes to promote safety in schools, businesses, and homes. In 2024, the department completed:

- Over 650 fire inspections at local businesses and schools
- Implementation of a self-inspection program for home-based businesses, where business owners complete and return an annual safety checklist provided by the department

KFD also plays an active role in ensuring the safety of new development. Fire personnel conduct building plan reviews for new construction and significant remodels to ensure compliance with fire and life safety codes.

In 2024, our firefighters achieved an outstanding 21 significant “saves” within the Kaysville community. These critical interventions included the revival of cardiac arrest patients, technical rescues performed, and several other life or property-saving actions made possible by the swift, skilled, and decisive efforts of our personnel. Below is a breakdown of this year’s documented save reports:

A firefighter in a Kaysville uniform is seen from the back, standing at an emergency scene. The uniform has "KAYSVILLE" written on the back. The scene is outdoors with trees and a blue sky in the background.**7**

**Cardiac or respiratory arrest
resuscitations**

3

**Critically ill medical patients
stabilized**

5

**Critically injured trauma
patients stabilized**

1

**Fire quickly extinguished before
significant property loss**

5

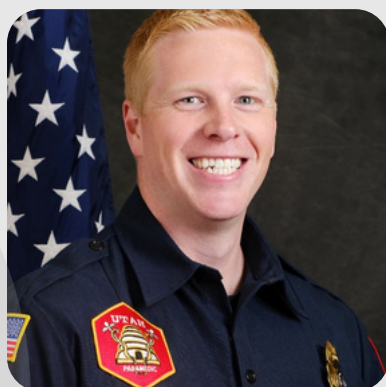
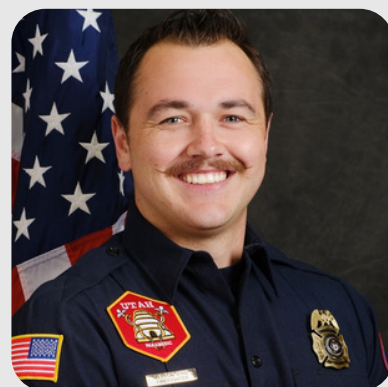
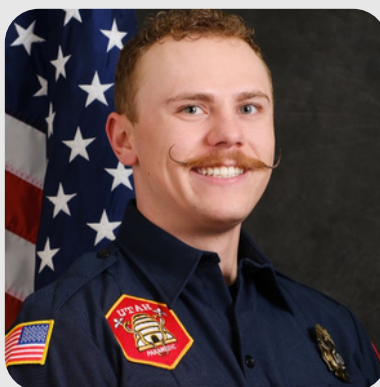
**Vehicle Extrication or
Technical Rescues Performed**

2024 was a year marked by growth, progress, and meaningful impact—both within the department and throughout the community we serve. From key promotions and advanced training to the launch of new programs and the acquisition of critical equipment, this year reflected the dedication, professionalism, and hard work of every member of the Kaysville Fire Department.

Promotions

Kaysville Fire celebrated five personnel promotions, reflecting the continued growth, leadership, and excellence within the organization:

- Promotion to Engineer: Tyler Reece (January) and Cameron Cessna (July)
- Promotion to Senior Paramedic: Kelton Vine, Colton Bascom, and Colton Alvey (all in July)



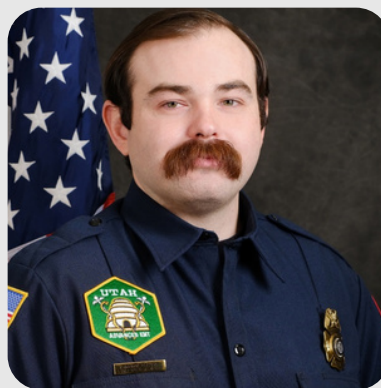
Utah Fire and Rescue Designation

Firefighter Kalub Lewis was awarded the Supervising Fire Officer Designation by the Utah Fire & Rescue Academy. This prestigious designation recognizes a combination of fire service experience, higher education, and professional certifications, and serves as a testament to Firefighter Lewis's leadership and dedication.



Paramedic School Graduation

In 2024, Firefighter/Paramedic Mitch Probert graduated from the Utah Valley University Paramedic Program in January, and Firefighter/Paramedic Cameron Bledsoe graduated from Bridgerland Technical College's Paramedic Program in June. Both individuals successfully completed the rigorous academic and clinical training required to become paramedics and now provide Advanced Life Support (ALS) care to the residents of Kaysville.



Firefighter of the Year

Firefighter Mitch Probert was honored as Kaysville Fire Department's 2024 Firefighter of the Year. Nominated by his peers and selected by a committee composed of individuals outside the department, Mitch was recognized for his exceptional work ethic, professionalism, and the many extra contributions he has made to support the department's operations and overall success.

35 Years of Service

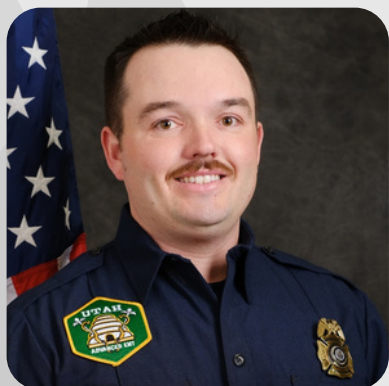
Firefighter Brent Law was honored for 35 years of dedicated service to the residents of Kaysville City. Brent began his career as a volunteer firefighter in 1989 and has played a key role in the department's evolution into the professional organization it is today. He currently serves as a firefighter, Advanced-EMT, and driver/operator, and is widely respected for his commitment, experience, and long-standing contribution to the department and community.



New Equipment

Kaysville Fire Department made several key equipment investments to strengthen emergency response capabilities:

- A 2024 Chevy 2500 pickup was placed into service as the department's frontline paramedic response vehicle, enhancing our ability to deliver rapid Advanced Life Support (ALS) care.
- In June, the department began the pre-build process for a new heavy rescue unit at Pierce Manufacturing in Appleton, Wisconsin. This specialized apparatus is expected to enter service by Summer 2025, supporting technical rescue operations throughout Kaysville and the surrounding area. It is replacing a 2001 Pierce fire engine.
- Additionally, a new Horton ambulance was ordered and is projected to be fully operational by Fall 2025, helping to meet growing EMS demand and reduce wear on our existing fleet. It is replacing a 2015 Horton ambulance.



New Employees

Kaysville Fire Department welcomed several new full-time and part-time firefighters to our team. These individuals bring valuable skills, energy, and dedication to our mission of serving the Kaysville community.

Pictured left: Firefighter Tyler Huff

Not pictured: Firefighters Colt Cottrell, Chris Daws, and Dyllon Ryser

We're proud to have them join our ranks and look forward to their continued growth and contribution within the department.

In Remembrance - Retired Deputy Fire Chief James Dotson Sr.

Retired Deputy Fire Chief and Fire Marshal James “Jim” Dotson Sr. passed away in March after a courageous battle with cancer. Chief Dotson began his service with the Kaysville Fire Department in 1967 and dedicated 47 years to protecting and serving the community before retiring in 2014.

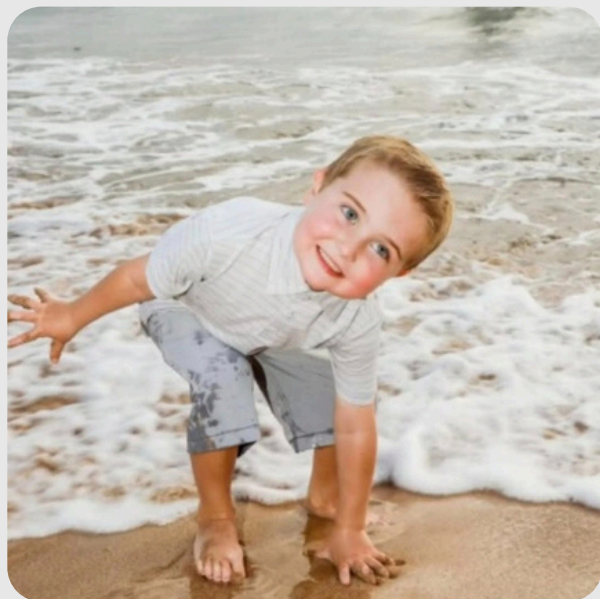
Over nearly five decades, he played a pivotal role in shaping the department through his leadership in fire prevention, training, and emergency response. His impact extended beyond the department—creating a safer Kaysville and saving countless lives. His legacy lives on through his son, Jim Dotson Jr., who also served a long career in the fire service and spent many of those years working alongside his father.

Chief Dotson is remembered with deep respect and gratitude by the members of Kaysville Fire, past and present. His contributions will not be forgotten.

**In Remembrance - Honorary Firefighter Tyson Lazenby**

Honorary Firefighter Tyson Lazenby passed away on September 25 after a courageous battle with cancer. At just six years old, Tyson displayed extraordinary strength, resilience, and optimism—never letting his spirit falter throughout his fight. He was an inspiration to everyone who met him, often reminding others that he “never had a bad day.”

Tyson was more than a young hero—he became a beloved part of the Kaysville Fire family. His bravery and positivity left a lasting impact on our department and community. We remember him with deep admiration and honor his legacy as a symbol of hope, strength, and courage.




As we reflect on the accomplishments, challenges, and growth experienced throughout the year, we are reminded of the strength of our department, the dedication of our personnel, and the support of a community that makes our mission possible. Every call, every training hour, and every life saved or impacted is a reflection of our commitment to serving the people of Kaysville.

We extend our sincere thanks to Mayor Tami Tran, the Kaysville City Council, and the City Management team for their continued trust and support. Most importantly, we thank you, the residents of Kaysville, for allowing us the honor of serving you. We consider it a privilege to work in this community, and we are proud to call Kaysville our home.

We look forward to continuing our service with the same integrity, courage, and dedication that define the Kaysville Fire Department.

Reviewed/Approved by:



FIRE CHIEF PAUL J. ERICKSON

