

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.