



ROY CITY
Roy City Council Meeting Minutes
October 7, 2025– 5:30 p.m.
Roy City Council
5051 S 1900 W Roy, UT 84067

Minutes of the Roy City Council Meeting held in person in the Roy City Council Chambers and streamed on YouTube on October 7, 2025, at 5:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was also posted on the Roy City website.

The following members were in attendance:

Mayor Pro-tem Wilson
Councilmember Paul
Councilmember Saxton
Councilmember Scadden

City Manager, Matt Andrews
City Recorder, Brittany Fowers
City Attorney, Matt Wilson

Excused: Mayor Dandoy

Also present were: Management Services Director, Amber Kelley; Police Sergeant, Joshua Taylor; Fire Chief, Theron Williams; Public Works Director, Brandon Edwards; Parks and Recreation Deputy Director, Travis Flint; Glenda Moore, Kevin Homer, Jason Sphar, Gregory LaRue, Robert Percival, Micheal Ghan, Cindy Whinham, Carlee Gardan, Jen and Ben Setera, Janel and Vebika Hulbert, Lawana Jensen, Richard Jensen, Darrin Albright, Ty Chaston, Katherine Huren, Mike VanAlfen, Justin Hunen, Chris Lewis, Nancy Inman, Leon Wilson, Anthony Dick, Lorin Reese, David Gremillion, Alexis Jackson, and Bud Ford.

A. Welcome & Roll Call

Mayor Pro-tem Wilson welcomed those in attendance and noted Councilmembers Jackson, Saxton, Paul, and Scadden were present.

B. Moment of Silence

Councilmember Paul invited the audience to observe a moment of silence, and offered thoughts and prayers to the Gwynn family.

C. Pledge of Allegiance

Councilmember Paul led the audience to recite the Pledge of Allegiance.

D. Consent Items

1. There were no comments or questions regarding the August 2025 Financial Statements.

Councilmember Scadden motioned to approve the consent items. Councilmember Paul second the motion, all present members voted “Aye” and the motion carried.

E. Public Comments – 4 minutes

Mayor Pro-tem Wilson opened the floor for public comments.

Glenda Moore, 2088 W 3825 S, Roy - Mrs. Moore quoted a passage from the proposed changes in

the Code that dealt with proper employee conduct and expressed concerns with regards to its wording. The section in question addressed how a City employee should involve themselves in matters that resulted in private gains for themselves or others in which they have a vested interest. Mrs. Moore provided multiple anecdotes that would fall under this determination, and suggested that the Council give deep thought to how “friends” were determined in this new City policy, as well as how close of a relation would be needed to be considered a “relative.”

Mrs. Moore felt that, at a minimum, this paragraph should be revised so that information cannot be shared with pertinent friends or relatives until was made available to the public.

Mrs. Moore recited a statement about bid seeking from the proposed changes that indicated that a City employee must publicly disclose any substantial conflict of interest in a City Council meeting. Moore expressed her strong disagreement with what she felt equated to an employee publicly groveling or begging to do business with the City. She felt this would be a detrimental outcome to the City, as nobody would want to seek bids. She suggested that the head of the department that needed the service review the bid, then attend a City Council meeting and present the facts, which would include the employee’s name and vested interest.

Mrs. Moore recited another passage that discussed a similar scenario where the individual in question is an elected official. Moore recommended that if that situation were to arise, the City Council member should recuse themselves briefly and adjourn to the audience or hallway, and the department head should proceed with the notification.

Mrs. Moore read out loud the following statement from the proposed changes. “The City recorder will process the statement in accordance with the Utah municipal officers and employee Ethics Act.” She expressed that her objection was that this should not be done during Council meetings because it would require the employee's presence and take up unnecessary time. Mrs. Moore felt that it should be done in the City recorders’ office during City business hours.

Robert Percival, 6034 S 2050 W, Roy- Mr. Percival expressed concern in regards to the holiday lighting contests held by the City. Mr. Percival stated that with all the current uncertainty with property taxes and in public referendum, he believed that the City Council should not spend the time or money to sponsor the holiday lighting contest this year, or for the foreseeable future. He said that although it was not a lot of money, the prizes and employee time were expenses, and he opined that every little bit they could save would be helpful. He felt that the resources provided for the holiday lights took away from other city business. Mr. Percival stated that the amount of prizes for Halloween and Christmas was too much and he urged the Council to suspend the contests.

Mr. Percival noted that most residents do not see what has been done already to help cut expenses, and he cited the shortened hours for Roy days, the cutting of the employee softball contest, and of the City’s trunk or treat. He said these were all things that were good and fun for the City, but had been cut to help with the budget.

Mr. Percival expressed that it was obvious to him as a resident that any program that does not contribute to public health and safety should be cut, and cited the inclusion of Roy Days, Christmas lights, dumpster days, and movies and concerts in the park. Percival said that if his opinion was not that of the other residents, that the silent majority needed to stand up to the very vocal minority. He expressed again the opinion that the City should cut what they can where they can until other residents have expressed a different opinion.

Kevin Homer, 5398 S 4000 W, Roy - Mr. Homer talked about resolution 25-26 which dealt with the City's purchasing policy. He thought that there were a lot of good things in the document, and said that as much as he likes the current City Manager, Mr. Homer thought that having a group of people to review and mitigate conflicts helped to maintain better checks and balances in their government.

Mr. Homer seconded concerns about the definition of a "relative" in the proposed changes, and felt it should be more clearly defined for someone who pursued a contract with the City. He also questioned what penalty would apply if a conflict was not appropriately disclosed.

Mayor Pro-tem Wilson closed the floor for public comment.

F. Presentation Items

1. Scouts of America presentation:

Ben Setera spoke as the representative for scout troops 543 and 542, which included several children from Roy and the surrounding communities. Mr. Setera presented the troop's desire to sponsor a display of flags on Veteran's Day, November 11th, to honor veterans who have served from Roy. He explained that the plan was to place 60-80 American flags in front of City Hall in the grassy area between the fire and police stations along 1900 West.

Mr. Setera stated that the Scouting America slogan was "do a good turn daily." He expressed that the troop hoped to use the project as a meaningful way to follow the slogan, and to show gratitude and support for all men and women who have served in the nation's military. Mr. Setera outlined that the only things required from the City was permission to place the flags in front of City Hall, help to mark the sprinkler lines, and approval to display a banner to thank veterans sponsored by the troop. He assured that there would be no cost to the City.

Councilmember Jackson expressed her support of the idea and appreciation to the troop for their presentation. She agreed it would be a great reminder and help to veterans to recognize and honor their service. Mayor Pro-tem Wilson agreed it was a great idea to help support veterans and patriotism. Councilmember Paul asked about the duration of the display. Janel Hulbert clarified that it was dependent on the ability to acquire lighting. Mrs. Hulbert said that if no lighting could be obtained by the troop, then the display would only be for November 11th. Mrs. Hulbert said that lighting would allow them to leave the display up for multiple days and honor proper flag etiquette.

Mayor Pro-tem Wilson told the troop leader to be in touch to coordinate more details.

2. Parks and Recreation Winterization SOP presentation:

Parks and Recreation Director Howard communicated that due to the community feedback received following seasonal removal of soccer goals in 2024, the City Council requested for the Parks and Recreation department to review their winterization and spring opening procedures. Assistant City Manager Flint informed the Council that the Parks division followed seasonal procedures to close from fall to spring. Assistant City Manager Flint said that while parks remain open year round, restrooms, irrigation systems, play fields, sports equipment, sports courts, and splash pads, are subject to seasonal schedules that are determined annually.

Assistant City Manager Flint reviewed the open and close dates for park amenities. He reported that the splash pad was open from Memorial Day to Labor Day; everything other than the splash pad would be open by April 1st. He said that the close date would be some time after October 31st and was weather dependent. Assistant City Manager Flint explained that deep freezes were bad for facilities and equipment. He reiterated that the parks themselves were still open, but that scheduled use, activities, and amenities would be closed from roughly October 31st to April 1st. He expressed that closure was open ended as they wanted to keep park amenities open as long as the weather allowed. He talked about frost warnings for grass on the golf course and park amenities.

Assistant City Manager Flint expressed that they wanted people in the parks as much as possible, but also wanted to keep the parks as nice as possible. He expressed that their intent was not to prevent people from coming to the park.

G. Action Items

1. Consideration of Resolution 25-26; A Resolution of the Roy City Council Amending the Roy City Purchasing Policy.

City Attorney Wilson stated that he had incorporated any suggestions that had been provided in previous meetings into the Purchasing Policy. City Attorney Wilson confirmed that they were currently compliant with State law and policy. He acknowledged the concerns that had been brought forward, and expressed that he would be happy to have that discussion with anyone to reassure there were no conflicts and they were compliant. City Attorney Wilson reviewed the proposed changes to the document.

City Attorney Wilson addressed page three, which included suggestions to add language. He agreed with public commentary that some of the terms were vague. He assured everyone that the language was similar to State Code, and that this section only applied to the employee.

City Attorney Wilson answered Mr. Percival's question about penalties, stating that the penalty for a violation of any statutes would be for the employee to be dismissed and the contract be voided, with the City being able to keep the work or payment provided without reimbursement.

City Attorney Wilson recommended they strike the first suggestion on page three because it was addressed in the State Code. He said that if the City Council wanted it in policy, they could mirror the State Code. He also noted that if that were the case, the proper place would be in the personnel policy and procedures manual versus the purchasing policy. City Attorney Wilson explained that the intent of the purchasing policy was for how to conduct purchases and contracts, and not for employee discipline.

Mayor Pro-tem Wilson commented on the concerns about what constituted a "relative" and a "friend" per the language in the next part of the purchasing policy.

City Attorney Wilson explained that State Code had it defined as having a 'substantial interest' of 10% or more in the company. He further explained that the substantial interest could be in reference to the employee, the employee's spouse, or their minor children. He noted that the procurement code in State law expanded on that further, but Roy has not adopted that policy, therefore it was not applicable.

City Attorney Wilson continued with the review, and listed changes made on page six of the purchasing policy, subsection 2D1. He said they had struck out noticing, and just included language as required by Utah Code and Roy City Municipal Code. He also mentioned that sections A through F under D1 were struck from the exceptions section and moved into the section being discussed, as they were not actually exceptions and this was a more relevant location. He gave a shoutout to Management Services Director Kelley for noticing that needed correction. He further mentioned some minor language changes to refer to the section directly.

City Attorney Wilson discussed changes to page 11 and said the word employee was now capitalized. He suggested that a definition be included to show that it referred to any municipal employee, appointed employee, or elected official. He said this would allow them to eliminate the need to state that specification every time.

City Attorney Wilson further explained that he had added in the substantial interest information to be consistent with State Code. He suggested that the mention of “relatives” in that location should be struck or defined, the latter being his personal suggestion to make it less broad. He also noted the substantial financial interest was also added in so it mirrored State Code.

City Attorney Wilson noted that the next two sections were added on the recommendation of Mayor Dandoy. City Attorney Wilson said that the alternative option shown mirrored State Code with regards to the substantial interest of 10% previously mentioned. He acknowledged Mrs. Moore’s concern that the requirement to publicly disclose that interest may be considered embarrassing for some, but that it was the requirement of State Code.

Councilmember Scadden stated that they should also add the definition of “friends” as well. City Attorney Wilson responded that his recommendation was to strike the paragraph, as it was already specified in State code and applied to Roy City. He further discussed what was applicable in State Code to Roy City, and expressed the opinion that it was not beneficial to add it into the purchasing policy. He recommended that it be added to the personnel policy if anyone desired its addition.

Councilmember Scadden worried that it was a slippery slope to strike the “friends” aspect. City Attorney Matt Wilson responded that it said “household member” and that his original recommendation was to strike that, however, others preferred that it be defined. City Attorney Wilson expressed that if the City Council wanted “relative” written, that they state it is “immediate” or that they further define who is being talked about.

Councilmember Scadden expressed the opinion that if State law did not have it, then it was unnecessary for Roy City to have it as they were beholden to the State law which dictated how they operated.

Mayor Pro-tem Wilson agreed that the first paragraph on page three should be struck. She commented that they needed to define “employee” on page 11. She wondered if that paragraph was necessary at all since they had the alternative option which was more distinct. She further noted that the following paragraph needed to be more clearly defined. Mayor Pro-tem Wilson thought that it was important to have consistent and clear definitions.

Mayor Pro-tem Wilson asked if the third paragraph on the top was needed, or if it was covered with the alternative option. City Attorney Wilson said that it was covered in the alternative option, so it could be struck if the City Council wanted. Mayor Pro-tem

Wilson thought it might make it a little bit more clear to do so.

City Attorney Wilson mentioned that it had been discussed in standard terms and conditions that any potential conflict is acknowledged or denied when things were sent out for bid. He said it would be beneficial to be aware of a conflict ahead of time during the bid process.

The changes were briefly recapped, and the City Council discussed how to proceed with a motion to incorporate all the changes that had been discussed.

Councilmember Scadden motioned to table the consideration of Resolution 25-26 for a few minutes until Councilmember Saxton was able to return. Councilmember Jackson seconded the motion, all present members voted “Aye” to table Resolution 25-26.

Councilmember Scadden motioned to bring back the consideration of Resolution 25-26 for a final motion and roll call vote. Councilmember Jackson seconded the motion, all present members voted “Aye” and the motion carried.

Councilmember Scadden motioned to approve Resolution 25-26; A Resolution of the Roy City Council Amending the Roy City Purchasing Policy. Councilmember Jackson seconded the motion, a roll call vote was taken, all present Councilmembers voted “Aye” and the motion passed.

H. Discussion Item

1. Holiday Home Light Contests:

City Manager Andrews expressed that Staff wanted confirmation whether to proceed with the planning process for the Halloween and Christmas light contests. He acknowledged Mr. Percival's concerns about financial costs and staff time for the contests given the City's and residents' current financial concerns. City Manager Andrews mentioned that a resident had offered to donate the money to finance the prizes. He asked the City Council for their thoughts on whether they should move forward with the contests.

Councilmember Jackson asked for clarification on what the staff time consideration would be. City Recorder Fowers listed what would be included for employee time. Councilmember Jackson noted that the Councilmembers judged the contests. Councilmember Jackson personally felt that the contests were a great thing for the City and she suggested they consider alternate prizes to reduce the financial impact such as passes to the Aquatic Center or the Complex.

Councilmember Jackson added this would also provide advertisement for those facilities. Councilmember Jackson acknowledged that a resident had told her they could donate a financial prize, and mentioned how much Roy citizens looked forward to the contests every year. Councilmember Jackson reiterated the opinion that it was enjoyable for the City, and felt like they should consider it since cost is minimal.

Mayor Pro-tem Wilson asked if there was a way to have a volunteer help with some of the more time intensive tasks to diminish the amount of time City Recorder Fowers would have to allocate to the contests. Mayor Pro-tem Wilson reiterated that they needed to pinch pennies and be conscientious about the financial costs and staff time. Councilmember Paul said she liked the idea of aquatic passes as an alternative prize. Councilmember Paul expressed that it was sweet someone offered to donate, but thought a pass would be sufficient. Councilmember Paul felt that

many residents already enjoyed the decoration aspect and would most likely participate anyway. Councilmember Jackson agreed that the passes were a good idea, and suggested that if the winner would not use them it was likely they had friends or family members that could be gifted the prize.

Councilmember Saxton asked how much money they would save if they eliminated the cash prize, and was told it was a couple hundred dollars. Mayor Pro-tem Wilson asked how much staff time the project required. City Recorder Fowers explained that there was no way to know definitively as it depended on the number of entries, but that it would likely take three to four hours for the project itself. Mayor Pro-tem Wilson mentioned the potential time that could be saved with a volunteer to help.

Councilmember Saxton asked if they could look into a potential sponsor to help print flyer. He mentioned that he had neighbors who already spent hundreds of dollars on Halloween decoration, and further expressed that a sponsor could help make flyers for the community to participate in a self guided light parade to vote. Councilmember Jackson also noted that she had seen multiple houses with extensive decorations for Halloween. She noted it was only twice a year at minimal cost, especially if they were able to find a volunteer to help City Recorder Fowers and it would be a shame to cancel it.

Mayor Pro-tem Wilson reiterated that they needed to be respectful of funds, find a volunteer, and change the prizes in order to operate on a thin budget. The City Council agreed to move forward with the contests for both Halloween and Christmas with that in consideration. They thanked the residents for their earlier comments to remind the City to be careful with funds.

I. City Manager & Council Report

City Manager Andrews provided details and reminders for the following upcoming events.

- a. The Complex Pumpkin Bash on October 18th at 10 A.M. was now open for registration.
- b. The Fire Prevention Night would be the next day, October 8th, from 6 P.M. to 9 P.M. at Station 31.
- c. The Water Preservation Element of the general plan discussion would be held on October 28th from 6 P.M. to 8 P.M. in the basement.

Councilmember Paul expressed her thanks to parks and recreation, public works, and whomever else aided in the completion of the emma russel park repavement. She said that she went out there and it was amazing.

City Manager Andrews talked about the project at 5600. He said that it was a year ahead of schedule, and that they would like to get things repaved. He noted that there was currently a lot of stormwater work being done on the upper part by 1900 west. He informed the Council that they would like to have the final paving done in the spring.

Mayor Pro-tem Wilson thanked everyone who participated in art of the month. She said that several people were excited about it, and that they could see how it looked for next year. She also mentioned that Thursday, October 9th was Walk to School Day at Country View Elementary at 8 A.M.

J. Motion to enter closed door – to discuss pending or reasonably imminent litigation.

Councilmember Scadden motioned to enter a closed-door meeting to discuss pending or reasonably imminent litigation. Councilmember Paul seconded the motion. A roll call vote was taken, all present Councilmembers voted “Aye” and the body entered a closed-door meeting at 6:37 p.m.

Councilmember Paul motioned to exit a closed-door meeting and return to the regularly scheduled City Council Meeting. Councilmember Scadden seconded the motion. A roll call vote was taken, all present Councilmembers voted “Aye” and the body exited a closed-door meeting at 7:16 p.m.

Councilmember Scadden motioned to adjourn the meeting, Councilmember Jackson seconded the motion, all present Councilmembers voted “Aye” and the meeting adjourned at 7:17 p.m.

Robert Dandoy
Mayor

Attest:

Brittany Fowers
City Recorder

dc: