

KAYSVILLE CITY COUNCIL
February 5, 2026

Minutes of the regular Kaysville City Council meeting held on February 5, 2026, 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 Joshua McBride

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Public Works Director Josh Belnap, City Engineer Dexter Fisher, Information Technology Assistant Jordan Hansen, David Erhart, Susan Erhart, Val Starkey, Laurene Starkey, Tom Kerr, Cindy Kerr, Jill Dredge

OPENING

Mayor Tamara Tran called the Kaysville City Council meeting to order on Thursday, February 5, 2026, and welcomed those in attendance and those participating online.

Council Member Adams shared a historical account of President John Quincy Adams and his repeated efforts, while serving in Congress after his presidency, to introduce legislation abolishing slavery despite consistent opposition. He quoted John Quincy Adams as stating, “Duty is ours, results are God’s,” explaining that the statement reflected the principle of fulfilling one’s responsibilities regardless of immediate outcomes. He also referenced the account of John Quincy Adams collapsing on the House floor after voting against a slavery-related measure and noted that Abraham Lincoln, then a junior congressman, was present. Council Member Adams then offered an invocation and led the audience in the Pledge of Allegiance.

CALL TO THE PUBLIC

Laurene Starkey briefly mentioned the Artemis space program in connection with a family member and commented on the City’s electronic meeting provisions. Ms. Starkey expressed appreciation for council members attending meetings in person and stated that in-person attendance matters to the public, including those unable to attend. She suggested constituents may prefer council members to be physically present and thanked the council for their service.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were declared by any members of the city council.

CONSENT ITEMS

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

- a) Approval of Minutes from the December 18, 2025 City Council meeting.
- b) Approval of Minutes from the January 15, 2026 City Council meeting.
- c) Approval of a Lease/Purchase Agreement with Zions Bancorporation and Adoption of a Resolution Authorizing a Fire Ambulance.

Council Member Hunt seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACTION ITEMS

AN ORDINANCE AND RESOLUTION AMENDING THE CITY GRAMA CODE (CHAPTER 3, TITLE 4) AND THE FY 2026 CONSOLIDATED FEE SCHEDULE RELATED TO GRAMA

City Attorney Nic Mills presented the proposed ordinance and resolution, noting that the item had been discussed at a prior meeting. He explained that Title 4, Chapter 3 of the Kaysville City Code governs Government Records Access and Management (GRAMA), and that portions of the existing chapter restate or duplicate provisions already addressed in state law. Staff is recommending repealing duplicative sections and replacing them with language stating that the City will comply with the state GRAMA statute in order to reduce redundancy and minimize the risk of outdated or conflicting code provisions.

Mr. Mills further explained that the current code designates the City Council as the City's records appeal board. Staff is recommending removing that provision and allowing appeals to be handled in accordance with state law. He stated that serving as an appeal authority places the Council in a quasi-judicial role and requires significant staff preparation, including presenting legal arguments related to prior City decisions. He noted that the state Records Appeal Board specializes in GRAMA matters, regularly hears appeals, and is better positioned to address complex issues, including those involving active police cases. He also explained that appeals heard by the Council would occur in a public meeting, whereas the state board has procedures that may limit discussion of sensitive information.

Mr. Mills stated that staff is also proposing to amend GRAMA-related fees into the City's Consolidated Fee Schedule, to include new fees for email requests and 9-1-1 call records. He addressed a question raised in the prior council meeting regarding fee waivers, explaining that the state GRAMA statute encourages governmental entities to waive fees when appropriate. He confirmed that the city has granted waivers in the past and continues to evaluate such requests, particularly from individual citizens. In response to Council Member Hunt's question regarding

the strength of that statutory encouragement, Mr. Mills reiterated that waivers are granted when circumstances warrant. He noted that media outlets frequently request waivers, though the City does not typically waive fees for corporate media entities.

Council Member Jackson requested clarification regarding the use of the state Records Appeal Board rather than the City Council. Mr. Mills reiterated that the state board provides a more efficient and objective third-party process for resolving disputes.

Mayor Tran opened the public comment portion for the item.

Val Starkey referenced earlier remarks by Council Member Adams about duty and differing opinions, stating that he appreciated the example. Mr. Starkey expressed concern that amendments to the GRAMA code could reduce access to records or create the perception that obtaining records would become more difficult. He acknowledged that Utah is often viewed as a leader in public records access but stated that residents remain concerned about maintaining transparency. He referenced the December 18 meeting minutes, noting that a letter he had submitted regarding water conservation was mentioned without detailed description. While acknowledging that meeting minutes may be subject to certain limitations, he stated that limited detail can restrict public understanding, particularly for residents who do not attend meetings or review minutes regularly. He emphasized the importance of preserving adequate public access to information.

Mayor Tran thanked Mr. Starkey for his comments.

Council Member Blackham made a motion to approve the ordinance and resolution amending the City GRAMA Code (Title 4, Chapter 3) and the FY 2026 Consolidated Fee Schedule related to GRAMA. Council Member Jackson seconded the motion.

Prior to the vote, Council Member Adams stated that the Council had carefully considered transparency concerns and clarified that the intent was to address the costs associated with fulfilling GRAMA requests rather than to restrict access. He referenced discussions with the Police Chief regarding high-profile cases in which broad records requests required substantial staff time to review extensive video footage, and he stated that modest fees may discourage overly broad requests that significantly impact staff resources.

Council Member Jackson stated that he supported the amendment because it preserved the public's right to review records while allowing the City to operate efficiently. He referenced ordinance language affirming the public's right to examine and copy public records upon payment of a lawful fee and stated that the City operates with limited staff and seeks to manage taxpayer resources responsibly.

Mayor Tran stated that the amendment would encourage communication between requestors and staff to clarify and narrow overly broad requests, allowing staff to focus more effectively on the specific information being sought.

Council Member Hunt stated that she had initially been concerned about transparency and had raised the issue of fee waivers. She expressed appreciation that waiver provisions exist in state law

and noted that many GRAMA requests are submitted by insurance companies and similar entities. She stated that maintaining artificially low fees could result in subsidizing those corporations and that she believed the proposal struck an appropriate balance.

The Council voted on the motion as follows:

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

The motion passed unanimously.

WORK ITEMS

A DISCUSSION REGARDING AMENDMENTS TO THE INTRODUCTORY PERIOD FOR NEWLY HIRED AND PROMOTED EMPLOYEES

City Attorney Nic Mills presented the proposed amendment to the City's personnel policy regarding the introductory (probationary) period for newly hired and promoted employees. He explained that the current policy provides for a six-month probationary period, which functions effectively for most departments. However, he stated that challenges have arisen, particularly within the Police Department, due to changes in hiring practices and required training.

Mr. Mills explained that in previous years, police applicants typically completed POST (Peace Officer Standards and Training) certification prior to employment. Due to current market conditions, departments are now often required to recruit candidates and pay for their POST training. He noted that POST training lasts approximately 12 weeks and is followed by a field training officer (FTO) period. As a result, newly hired officers may have only a limited amount of time remaining in their six-month probationary period after completing required training, making it difficult to fully evaluate performance and adherence to department standards.

Mr. Mills stated that staff is proposing an amendment allowing department heads, under certain circumstances, to establish a longer probationary period at the outset of employment when a position requires extensive training that significantly limits time performing regular duties. He indicated that Police Chief Oberg has encountered this issue on multiple occasions and supports the ability to place new hires on a 12-month probationary period to better align with the full POST and FTO training process.

Mr. Mills further explained that Fire Chief Erickson raised similar concerns regarding promoted employees. While the City does not intend to terminate promoted employees absent cause, situations may arise in which an employee performs effectively in one role but may not be suited for a newly promoted position. The proposed amendment would allow for a limited probationary period following promotion to provide an evaluation period in the new assignment.

Council Member Blackham asked whether any extended probationary period would be clearly communicated to employees at the time of hire rather than imposed later. Mr. Mills confirmed that the intent is to establish the probationary period upfront at the time of hiring or promotion. He clarified that lateral police officers would likely remain subject to a six-month probationary period, while new hires entering POST training would be placed on a 12-month probationary period. He also stated that the amendment would allow other departments to apply an extended probationary period when justified by the nature of the position and training requirements, subject to consultation with City administration.

Mayor Tran asked whether the amendment would apply only to police and fire personnel or could apply to all employees. Mr. Mills responded that the language would be written broadly to allow application across departments when appropriate. Mayor Tran indicated that additional evaluation time may be reasonable depending on the position.

Council Member Jackson made a motion to move the item to an Action Item. Council Member Adams seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

A DISCUSSION REGARDING AMENDMENTS TO THE ELECTRONIC MEETING CODE

City Attorney Nic Mills presented the proposed amendment and referenced earlier public comment expressing appreciation for in-person attendance. He clarified that the proposal was not intended to encourage remote participation for convenience and was not initiated by the Council but rather was a staff-driven amendment addressing a requirement in state statute.

Mr. Mills explained that under Utah law, when a public body permits electronic participation, its ordinance must specify whether members participating electronically are counted toward quorum. If the ordinance is silent on the issue, electronic participants are presumed not to count toward quorum. He stated that without a quorum, the city cannot conduct official business. The proposed amendment would clarify that council members participating electronically would count toward quorum, ensuring meetings could proceed if necessary. He noted that electronic participation typically occurs due to unavoidable circumstances, such as travel, and that staff sought to address prior instances in which member absences created quorum concerns.

Council Member Blackham expressed concern about allowing a quorum to be established without a physical majority present at City Hall. He stated that while electronic meeting provisions were adopted during the COVID-19 pandemic, he believed legislative meetings should require at least

three council members physically present onsite to conduct business. He emphasized the importance of in-person attendance to engage with residents and observe public input. While he supported allowing members to participate electronically and vote when necessary, he did not support establishing quorum solely through remote participation and indicated that meetings could be rescheduled if fewer than three members were present.

Mr. Mills responded that staff did not have a policy preference and presented the amendment as an option to address quorum challenges that had arisen in limited circumstances.

Mayor Tran noted that on other boards and commissions on which she serves, virtual participation counts toward quorum. She stated that while she agreed in-person meetings are preferable, having the option could be beneficial. She also noted that when significant agenda items have been scheduled, the Council has postponed those items to ensure broader in-person participation.

Council Member Jackson agreed with Council Member Blackham, stating that City Council meetings are among the most important meetings conducted by the city and that it would be inappropriate to hold a meeting with only one member physically present and the remainder participating remotely. He supported maintaining the ability for members to call in and vote but favored requiring a physical quorum onsite.

Mayor Tran asked what specific issue staff was attempting to address. Mr. Mills reiterated that the concern stemmed from prior instances where absences created quorum challenges and clarified that the current ordinance already permits remote participation and voting but requires a physical quorum onsite. He stated that if the Council wished to maintain the existing structure, no amendment was required.

Council Member Blackham moved that the item not be moved to an Action Item. Council Member Adams seconded the motion following clarification that remote participation and voting were already permitted under the existing ordinance.

The vote on the motion was as follows:

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

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Council Member Blackham provided an update on the current legislative session, noting that more than 700 bills had been introduced to date, compared to approximately 600 at the same point in the prior year. He expressed appreciation for the work of the Utah League of Cities and Towns, stating that its review and analysis of legislation is critical for municipalities. He explained that

many bills are lengthy and complex, with minor amendments embedded within the text that may significantly impact cities. He stated that the League reviews legislation, identifies provisions affecting municipalities, and takes positions in support, opposition, or neutral status as appropriate, communicating municipal concerns to legislators throughout the 45-day session.

Mayor Tran echoed those comments and stated that the City generally supports legislation that preserves or expands local authority and opposes measures that limit municipal decision-making or impose unfunded mandates. She noted that legislators frequently seek the League's position on pending bills and stated that its advocacy is influential in the legislative process.

Council Member Jackson added that the League's executive director had recently contacted City officials to request input on pending legislation prior to meeting with lobbyists. He stated that the City provided feedback in support of protecting municipal authority and expressed appreciation for the League's engagement with member cities. Mayor Tran further clarified that while the National League of Cities operates at a broader national level, the Utah League maintains close working relationships with state legislators. She noted that City staff, including the City Manager and City Attorney, closely monitor legislative developments.

CITY MANAGER REPORT

City Manager Jaysen Christensen recognized Police Chief Fuller Oberg for his involvement during the legislative session, stating that Chief Oberg serves on three legislative committees and attends the Capitol multiple days each week to review bills related to justice and reform.

Mr. Christensen then provided updates regarding upcoming agenda items. He referenced a strategic planning session held in November during which the Council conducted straw polls indicating preliminary support for placing both a new fire station and a new library project on the November ballot. He noted that additional discussion had occurred during a recent budget work session and stated that staff intends to place a work item on the next Council agenda to revisit the proposed fire station project. He explained that the discussion would include an overview of the general obligation bond process, the operational need for an additional fire station, and a more detailed breakdown of projected costs. He stated that staff is seeking clear direction from the Council in a formal meeting before proceeding with expenditures for public education materials and preliminary design schematics and indicated that a formal motion may be requested at the next meeting.

Mr. Christensen stated that staff anticipates placing a similar work item on the March 5 agenda regarding the proposed old library building to confirm Council direction on that matter.

CLOSED SESSION

Council Member Hunt made a motion to recess the City Council meeting at 7:44 p.m. and convene 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. The motion was seconded by Council Member Adams, and it passed unanimously.

Council Member Adams made a motion to adjourn the closed session at 9:40 p.m. and reconvene the City Council meeting. The motion was seconded by Council Member McBride and passed unanimously.

ADJOURNMENT

Council Member Blackham made a motion to adjourn the regular City Council meeting at 9:40 p.m. The motion passed unanimously.