



ROY CITY COUNCIL MEETING AGENDA

APRIL 7, 2026, AT 5:30 P.M.

ROY CITY COUNCIL CHAMBERS, 5051 S 1900 W ROY, UTAH 84067

A. Welcome and Roll Call

B. Moment of Silence

C. Pledge of Allegiance

D. Consent Items

1. February 3, 2026, Roy City Council Vacant Council Seat Interview Minutes, February 3, 2026, Roy City Council Special Meeting Minutes, February 3, 2026, Roy City Council Meeting Minutes, March 3, 2026 Roy City Council Meeting Minutes, and March 17, 2026 Roy City Council Work Session Minutes.
2. January and February 2026 Financial Statements
3. Request for approval of an alcoholic beverage license for 3805 Midland Enterprises Inc. at 3805 S Midland Dr.

E. Presentation

1. 5600 South UDOT Project Update
2. Fraud Risk Assessment

F. Public Comments – limited to 3 minutes

This is an opportunity to address the Council regarding concerns or ideas on any topic. We welcome all input and recognize some topics take more time than others. If you feel your message is complicated and requires more time to explain, you can email the Council at council@royutah.gov.

G. Action Items

1. Consideration of Resolution 26-5; A Resolution of the Roy City Council Adopting an Interlocal Agreement Between Roy City Corporation and Weber County for Paramedic Services.
2. Consideration of Resolution 26-6; A Resolution of the Roy City Council Amending a Real Estate Exchange and Purchase Agreement Between Roy City Corporation and Steward Land Company.
3. Consideration of Ordinance 26-1; An Ordinance of Roy City Amending Roy City Code Title 1 Chapter 7 Concerning the Powers and Duties of the City Recorder.

H. Discussion Items

1. Miss Teen Roy Scholarship Request
2. City Newsletter

I. City Manager and Council Report

J. Adjournment

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Administration Department at (801) 774-1020 or by email at admin@royutah.gov at least 48 hours in advance.

THIS MEETING WILL BE STREAMED LIVE ON THE ROY CITY YOUTUBE CHANNEL.



City Manager
Matt Andrews

City Recorder
Brittany Fowers



Mayor
Ann Jackson

Council Members
Janel Hulbert
Alexis Jackson
Bryon Saxton
Jason Sphar
Diane Wilson

ROY CITY COUNCIL MEETING AGENDA
APRIL 7, 2026, AT 5:30 P.M.

ROY CITY COUNCIL CHAMBERS, 5051 S 1900 W ROY, UTAH 84067

Pursuant to Utah Code § 52-4-207 “Electronic Meetings” of the Open and Public Meetings Act, Any Councilmember may participate in the meeting via teleconference, and such electronic means will provide the public body the ability to communicate via teleconference.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in a public place within the Roy City limits on this 3rd day of April 2026. A copy was also posted on the Roy City website and the Utah Public Notice Website on this 3rd day of April 2026.

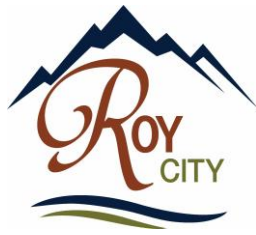
Visit the Roy City website at www.royutah.gov
Roy City Council Agenda Information – (801) 774-1020

Brittany Fowers
City Recorder

THIS MEETING WILL BE STREAMED LIVE ON THE ROY CITY YOUTUBE CHANNEL.

5051 South 1900 West || Roy, Utah 84067 || Telephone (801) 774-1000 || Fax (801) 774-1030





ROY CITY
Roy City Council Vacant Council Seat
Interview Meeting Minutes
February 3, 2026– 1:00 p.m.
Roy City Council
5051 S 1900 W Roy, UT 84067

Minutes of the Roy City Council Vacant Council Seat Interview Meeting held in person in the Roy City Basement Conference Room and streamed on YouTube on February 3, 2026, at 1:30 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 Ann Jackson
Councilmember Hulbert
Councilmember Jackson
Councilmember Saxton
Councilmember Wilson

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

Excused:

Also present were: Randy Scadden, Samantha Bills, Jason Sphar, Rebecca Bassett, Nancy Inman, Leon Wilson, David Young, Glenda Moore, Cindy Whinham, Mike VanAlfen.

A. Welcome & Roll Call

Mayor Jackson welcomed those in attendance and noted Councilmembers Hulbert, Jackson, Saxton, and Wilson were present.

B. Business Items

1. Vacant City Council Seat Candidate Interviews

1. Rebecca Basset

Mayor Jackson asked Rebecca Basset what she envisioned for the City over the course of the next two years. Mrs. Basset said it was important to manage the City's finances appropriately and said her goal was to ensure that the Council was spending the City's money wisely and moving the City forward in a unified direction. Mrs. Basset acknowledged that people were worried about the City's finances and she expressed that she was well-versed in financial management and said she was willing to both think outside the box and incorporate other people's perspectives and opinions. Mrs. Basset summarized that she wanted to move the City forward and work through their problems.

Mayor Jackson asked Mrs. Basset how she would choose to resolve the City's funding issues. Mrs. Basset replied that there was only so much cutting that the City could do before it negatively impacted City services. However, she also appreciated that a property tax increase was not a sustainable answer. Mrs. Basset wondered if they could outsource certain services in order to effectively utilize staff time. She said that outsourcing could save staff work. She expressed that she was not in favor of reaching into one-time reserve funds and opined those should be set aside for emergencies only.

Mayor Jackson asked how Mrs. Basset would incorporate her constituents into important City matters. Mrs. Basset replied that many people did not have time to watch the Council meeting, yet getting citizen feedback was very important. She described her plan to host Facebook lives where she would recap the Council

meetings and share her opinions.

Mayor Jackson asked how Mrs. Basset would work with other Councilmembers and staff members. Mrs. Basset explained that she needed to work with many professionals in her line of work and appreciated that everyone had distinct viewpoints because of their different perspectives. She said that she was aware there would be differences of opinions at times, and said she dealt with divergent viewpoints in her line of work frequently. She described how she worked through those moments by finding common ground and making sure that all parties understood how the process worked.

2. Jason Sphar

Mayor Jackson asked Jason Sphar what he envisioned for the City over the next two years. Mr. Sphar said it would be difficult to keep the City happy given the cuts to services. He said that it was important to have input from the citizens, even though they would not be able to make everyone happy. He said that his priorities were to focus on the fire department and making sure that the City maintained a necessary level of services.

Mayor Jackson asked if Mr. Sphar was in favor of a property tax increase, cuts to City services, or a dip into one-time funds. Mr. Sphar said that he had been in favor of the proposed tax increase, although it had not passed. He said that he was generally opposed to using one-time expenses, but said that it could be appropriate if there were no other good options.

Mayor Jackson asked how Mr. Sphar would solicit public engagement. Mr. Sphar acknowledged that getting public involvement was difficult, and said that many people did not trust the City government. He said that many residents had a belief that there were extra funds somewhere and said it was difficult to convince those people of the funding issues. He said it was important to educate people, even though sometimes it was frustrating. He said he was very open to ideas about how to better inform the public.

Mayor Jackson asked about collaboration with other Councilmembers. Mr. Sphar recalled that during his time on the Planning Commission, he had sometimes felt constrained about what he was willing to say during the formal meetings. He said that he would rather work with people who did not see eye-to-eye with him 100% of the time and expressed that he valued alternate viewpoints. He said that he had many friends whom he did not always agree with, but he still appreciated their opinions.

Mayor Jackson asked Mr. Sphar how he would work through a difference of opinion. Mr. Sphar said he had been lucky in that this had rarely happened during his tenure on the Planning Commission, and said that he would rather try to hear someone out and understand their perspective than try to attack them or undermine their view.

3. Randy Scadden

Mayor Jackson asked Randy Scadden what he envisioned for the City over the next two years. Mr. Scadden said that he had served on the Council for the past two years and said he knew that the Council would need to make some tough decisions in the near future, especially in regards to the fire department and the property tax increase proposal.

Mayor Jackson asked if Mr. Scadden was in favor of a property tax increase, cuts to City services, or a dip into one-time funds. Mr. Scadden said that property taxes were the City's only source of definite income. He said it was not appropriate to take out one-time funds, since this placed a burden on future Councils.

Mayor Jackson asked about how Mr. Scadden would solicit public engagement. Mr. Scadden also cited

the value of offering post-Council meeting re-caps on social media and thought this was a good way to get broader public engagement. He also discussed AI options to help synthesize the Council meetings and distill them into an easily-understandable format.

Mayor Jackson asked about collaboration with other Councilmembers, staff members, and community members, and how Mr. Scadden would work through a difference of opinion between Councilmembers. Mr. Scadden said that he was used to having open and honest conversations with City Staff from his time on the City Council. He also discussed that from his time serving on various committees, he was comfortable working with different organizations. Mr. Scadden recalled that he had differed in opinion with his former fellow Councilmembers, but said that he respected where everyone was coming from and said he appreciated the ability to have a nuanced conversation with people who had different beliefs than he did.

4. Samantha Bills

Mayor Jackson asked Mrs. Bills what she envisioned for the City in the coming two years. Mrs. Bills expressed that economic growth was crucial for Roy City. She also said that public engagement was a key issue for her and said it was important to educate people about what was going on in the City. She also cited that it was important to retain employees, and she discussed the value of employee longevity within the City Staff.

Mayor Jackson asked if Mrs. Bills would approve a property tax increase, the use of one-time funds, or a cut in City services. Mrs. Bills said that given her background in finance, she knew it was not a wise choice to use one-time monies. She said that she was willing to be creative, but said that it was likely they would need a property tax increase. Mrs. Bills said that they also should reevaluate their budget and make sure they were not spending money unnecessarily.

Mayor Jackson asked Mrs. Bills how she would engage the public. Mrs. Bills discussed that they could look at the complaints they received from residents and respond to them. She said that the more that people understood, the more likely they were to be in favor of the changes that City Council proposed, and as such it was important to focus on outreach. She also noted the value of short-form videos on social media.

Mayor Jackson asked about collaboration with other Councilmembers, staff members, and community members, and how Mrs. Bills would work through a difference of opinion between Councilmembers. Mrs. Bills said that it was key to go in with an open mind, and said it was never a bad idea to allow your mind to be changed. She said that everyone brought value to the table through their own experiences and views. She said she had never had such a strong opinion on a topic that she was unable to see another person's point of view, and said that she always made an effort to ask questions that were meaningful.

5. Chris Collins

Mayor Jackson asked Mr. Collins what he envisioned for the City during the two years of his tenure. Mr. Collins said he would like to see downtown development move forward.

Mayor Jackson asked Mr. Collins if he would approve a property tax increase, the use of one-time funds, or a cut in City services in the event of a budget shortcoming. Mr. Collins replied that he wanted to avoid raising property taxes any more, and said that he felt it could be avoided by attracting more businesses to the City. Mr. Collins said his least-desired path was raising property taxes.

Mayor Jackson asked Mr. Collins how he would engage City residents. Mr. Collins replied that he would work hard to reach out to his constituents, and not just urge them to attend City Council and Planning

Commission meetings, but also engage them through social media and other channels.

Mayor Jackson asked how Mr. Collins would work with other Councilmembers. Mr. Collins spoke about his time on the Planning Commission and said that although he did not always see eye-to-eye with everyone, he was always willing to work with others.

Mayor Jackson asked the last time Mr. Collins had needed to work through a difference of opinion. Mr. Collins elaborated on his experience on the Planning Commission and said that when there were times in which he had a strong opinion about something, he waited for others to speak first. That way, he allowed for the opportunity for other people to change his mind.

6. Mike VanAlfen

Mayor Jackson asked Mr. VanAlfen what his vision for the next two years in the City were. Mr. VanAlfen said that he wanted to get the City cleaned up and attract more people to move to Roy City.

Mayor Jackson asked if Mr. VanAlfen would approve a property tax increase, the use of one-time funds, or a cut in City services in the event of a budget shortcoming. Mr. VanAlfen stated that he was not in favor of a property tax increase, and said that he would be more likely to cut services. However, he said he would go through the budget with the entire City Council and work collaboratively.

Mayor Jackson asked how Mr. VanAlfen would engage residents on City issues. Mr. VanAlfen said that it was difficult, since they could not force people to do things that they did not want to. He said that the newsletter that the Council sent out was a good idea.

Mayor Jackson asked Mr. VanAlfen how he worked with others and how he would work through a difference of opinion. Mr. VanAlfen discussed that he had been wrong before and said that he was always willing to listen to others.

7. Stephen Hughes

Mayor Jackson asked Mr. Hughes what he envisioned for the next two years in Roy City. Mr. Hughes replied that he planned on talking to a lot of people and getting very involved with the various committees within the City. He also said that he anticipated a lot of canvassing.

Mayor Jackson asked Mr. Hughes if he would approve a property tax increase, the use of one-time funds, or a cut in City services in the event of a budget shortcoming. Mr. Hughes said he felt strongly that there were departments in Roy City that were not performing well and he believed that certain officials should be fired and their budgets should be adjusted. Mr. Hughes said that his goal was to work for the taxpayer, not the government. He appreciated that there were budget constraints, but felt it was more important to listen to the taxpayers and not raise the property tax.

Mayor Jackson asked Mr. Hughes how he would engage residents. Mr. Hughes said that he wanted to encourage small businesses to work with local government, and he also wanted to urge citizens to work with their neighbors. He said that their priority residents were people who paid taxes to Roy City, and he said he would try to get those people to be more involved with the Council and to express the things that mattered to them.

Mayor Jackson asked Mr. Hughes how he would work with other Councilmembers, Staff members, and community organizers, and also how he would resolve a difference of opinion. Mr. Hughes said that it had been difficult to get in touch with City Council and Staff members as a private resident, and so he said that his goal was not to be friends with City Council or Staff members. He opined that if cordiality was a

requirement to be on the City Council, that was inappropriate. Mr. Hughes said that there would have to be some sense of reconciliation and problem-solving when it came to debates, and he said that they should always return to the facts during those cases. Mr. Hughes said that he was confident, but not arrogant and said that he would always work in the interest of the taxpayer.

8. Annette Mifflin

Mayor Jackson asked Mrs. Mifflin what her vision of the next two years in Roy City was. Mrs. Mifflin discussed that she had noticed how unique Roy City was when she had moved here and said that she was close with her neighbors. Mrs. Mifflin expressed her confidence in the growth of Roy City. She said that she had been attending the Senior Center and seen people there who were really struggling, and she thought they should look to the senior population in Roy City to see what their needs were. Mrs. Mifflin also brought up children and said she wanted to see more spaces for children and the elderly within Roy City. She opined that people were feeling very divided lately and said she wanted to see more cohesion in Roy City.

Mayor Jackson asked Mrs. Mifflin if she would approve a property tax increase, the use of one-time funds, or a cut in City services in the event of a budget shortcoming. Mrs. Mifflin said that property taxes were a tricky subject and said she was more inclined to raise taxes rather than cut services. She felt that they needed to take into account the various populations in the City, however, and adjust taxes accordingly based on their income.

Mayor Jackson asked Mrs. Mifflin how she would reach out to residents to engage them on public issues. Mrs. Mifflin recalled that she had served on the Planning Commission for several years and remembered it was difficult to engage people for the most part, but sometimes there was a large turnout for major issues. Mrs. Mifflin thought if there was a way to keep that kind of energy consistent, it would help with public education about what was going on at the City Council. She thought it was important for residents to know that they always had an open door.

Mayor Jackson asked Mrs. Mifflin about how she would work with others to achieve shared goals, and how she would resolve a potential dispute. Mrs. Mifflin spoke about some of her previous experience working for a city and said that role had taught her a lot. She learned that it was important to listen to people and she said that people felt more inclined to work through issues when they felt that their opinion was being valued. Mrs. Mifflin expressed that collaboration was key, and she said that if people did not feel respected then they were less likely to come to a solution.

9. Jeremy Brighton

Mayor Jackson asked Mr. Brighton about his two-year vision for Roy City. Mr. Brighton said he wanted to generate more community involvement. He said that he was involved with getting the farmers market started in Roy City and said he loved to see neighbors helping neighbors.

Mayor Jackson asked Mr. Brighton if he would approve a property tax increase, the use of one-time funds, or a cut in City services in the event of a budget shortcoming. Mr. Brighton replied that he was not in favor of raising taxes, though he did appreciate that there were certain services that the government was required to supply. He felt that getting more citizen involvement could help alleviate some of the financial pressures.

Mayor Jackson asked Mr. Brighton how he would reach out to residents. Mr. Brighton said that he loved talking to residents and made an effort to make himself readily available and easy to contact.

Mayor Jackson asked Mr. Brighton how he would work effectively with the City Councilmembers and City

Staff. Mr. Brighton said that he already worked closely with City Staff in his capacity as a construction company, and said he always prioritized what was best for Roy City, not for him personally.

Mayor Jackson asked Mr. Brighton how he would work through a difference of opinion. Mr. Brighton recalled a situation several years ago when he had worked with the City Council to get a parking ordinance changed. He said that in that scenario, he had not always agreed with everyone, but he had appreciated the experience and the chance to learn about other people's points of view.

C. Adjournment

Councilmember motioned to adjourn the meeting, Councilmember seconded the motion, all present Councilmembers voted "Aye" and the meeting adjourned at

Ann Jackson
Mayor

Attest:

Brittany Fowers
City Recorder

dc:



ROY CITY
Roy City Special City Council Meeting Minutes
February 3, 2026– 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 February 3, 2026, at 4:30 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 Jackson
Councilmember Hulbert
Councilmember Jackson
Councilmember Saxton
Councilmember Wilson

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

Excused: N/A

Also present were: Parks and Recreation Director, Michelle Howard; Management Services Director, Amber Kelley; Public Works Director, Brandon Edwards; Fire Chief, Theron Williams; C.E.D Director, Brody Flint; Cindy Whinham, Glenda Moore, Annette Mifflin, Jeremy Brighton, Samantha Bills, Randy Scadden, Rebecca Bassett, Leon Wilson, Stephen Hughes, Jason Sphar, Chris Collins, David Young, Mike VanAlfen, Bud Ford, and Tonya Littlefield.

A. Welcome & Roll Call

B. Public Comments – 3 minutes

Mayor Jackson opened the floor for public comments.

There were no public comments made.

Mayor Jackson closed the floor for public comment.

C. Action Items

The action items were discussed first.

1. Consideration of a Mid-term City Council Appointment

Mayor Jackson welcomed those in attendance and noted Councilmembers Hulbert, Jackson, Saxton, and Wilson were present.

Councilmember Jackson noted there had been a lot of feedback from the public about the Councilmember selection process, and she said she was especially thinking about the potential weight that the election process should weigh on the Councilmember's votes that evening. She expressed that although it seemed to make sense on the surface, the reasons that a certain candidate received more votes than another were unknown, and as such it would not be best practice to base their votes that evening off of the election results only. She also noted that not everyone in consideration that evening had run in the election.

Mayor Jackson agreed and spoke to the quality of all the candidates. She said they had great options and

felt confident that they would end up with a great Council.

Councilmember Hulbert commented that she had been in the candidate position just a couple months ago and agreed that all of the possible candidates were great. She acknowledged that it was difficult to not be chosen.

Mayor Jackson agreed it was going to be a tough decision and urged all the candidates to run again in two years if they were not selected that evening.

Councilmember Saxton opined that the public election results should count for something.

City Manager Andrews guided the Council through the voting process.

Councilmember Jackson said that her top candidates were Jason Sphar and Randy Scadden for their knowledge of the issues that City Council was facing. She said that her vote was for Mr. Scadden because of his work on the Council.

Councilmember Wilson agreed that having experience with City issues was very important. Councilmember Hulbert as well agreed that experience was important and said that serving on the Planning Commission was a valuable background.

City Recorder Fowers called a roll call vote and Councilmember Hulbert cast a vote for Jason Sphar, Councilmember Wilson cast a vote for Jason Sphar, Councilmember Jackson cast a vote for Randy Scadden, and Councilmember Saxton cast a vote for Mike VanAlfen.

City Recorder Fowers did a coin toss between candidate Randy Scadden and candidate Mike VanAlfen with Randy Scadden being “heads” and Mike VanAlfen being “tails”. The coin toss revealed a “tail” making Mike VanAlfen the second candidate to be voted against. City Recorder Fowers then called a second roll call vote and Councilmember Hulbert cast a vote for Jason Sphar, Councilmember Wilson cast a vote for Jason Sphar, Councilmember Jackson cast a vote for Jason Sphar, and Councilmember Saxton cast a vote for Mike VanAlfen. By a majority vote cast, Jason Sphar was appointed.

2. Oath of Office for Mid-term City Council Appointment

City Recorder Fowers led Mr. Sphar through the Oath of Office.

D. Adjournment

Councilmember motioned to adjourn the meeting, Councilmember seconded the motion, all present Councilmembers voted “Aye” and the meeting adjourned at.

Ann Jackson
Mayor

Attest:

Brittany Fowers
City Recorder

dc:

DRAFT



Minutes of the Roy City Council Meeting held in person in the Roy City Council Chambers and streamed on YouTube on February 3, 2026, 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 Jackson
Councilmember Hulbert
Councilmember Jackson
Councilmember Saxton
Councilmember Sphar
Councilmember Wilson

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

Excused: N/A

Also present were: Police Chief, Matt Gwynn; Captain, Armando Perez; Fire Chief, Theron Williams;; Parks and Recreation Director, Michelle Howard; Gary Holley, Paul Clayton, Randy Scadden, Richard Copps, Leon Wilson, Kevin Homer, Janet Saterlie, MaryLyne Jones, Nancy Inman, Robert Percival, Ashlyn Scadden, Natalie Pierce, Shelley Polston, Dennis Brown, Geoffrey Cox, Rob Sant, and Alan Huss.

A. Welcome & Roll Call

Mayor Jackson welcomed those in attendance and noted Councilmembers Hulbert, Jackson, Saxton, Sphar, and Wilson were present.

B. Moment of Silence

Councilmember Saxton invited the audience to observe a moment of silence.

C. Pledge of Allegiance

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

D. Consent Items

1. January 6, 2026, Roy City Council Meeting Minutes
2. December 2025 Financial Statements
3. Surplus – 2016 Ambulance, Last 4 of Vin 2281

Councilmember Wilson motioned to approve the consent items with adjustments to the meeting minutes as provided. Councilmember Jackson seconded the motion, all present members voted “Aye” and the motion carried.

E. Presentations

1. My HomeTown

Steve Griffin presented on behalf of MyHomeTown. He explained that they worked with communities throughout Utah. He said they had two focus areas, one being days of service. He elaborated on the work that they had done in Ogden over the last several years. Mr. Griffin said their other focus was community resource centers, which offered free classes that were aimed at supporting community members. He said that MyHomeTown was hopeful to come to Roy City and expressed that they needed the support of the City to operate in Roy. He shared some personal anecdotes about the ways in which his organization had been able to improve people's lives.

Mayor Jackson clarified that although the organization was church-based, it was not entirely run through the church. Mr. Griffin said that was correct and noted they had many volunteer members who were not affiliated with the church. Mr. Griffin also detailed some of the classes that they offered at their resource centers, and he said the goal of all of the courses was to strengthen the individual and the family.

Mr. Griffin expressed that he wanted to collaborate with the City and have an open line of communication. He said that financially, the main things that they needed from the City were the volunteer's background checks as well as the insurance on the days of service. In addition, he would need the help of City Staff on the days of service. City Manager Andrews confirmed that the City could offer that insurance. Mr. Griffin said that they worked with the Code Enforcement Officer in Ogden and could do so in Roy as well.

Mr. Griffin said that the next step was to get confirmation from Roy City that they wished to work with MyHomeTeam. He then detailed some of the process moving forward. Commissioner Hulbert confirmed that the size of the organization would grow at the pace that the City needed, and Mr. Griffin said that was correct. He acknowledged that Roy City was not as big as Ogden and said they would work within Roy's capacity.

Mayor Jackson expressed excitement for this opportunity and indicated that Roy City planned to move forward with MyHomeTeam.

2. Weber Fire District

Chief Williams summarized the ongoing condition of the fire department. He discussed that there had been high turnover in the last several years and said the main reason for this was the low wages. He said this was becoming an issue and it was difficult to keep their department staffed. Chief Williams presented the option of joining with Weber Fire District to help alleviate their budget issue.

Chief Clark introduced himself and said he had actually worked at Roy City in the past. He then shared a history of Weber Fire District and explained the purpose of a special service district. He listed some of the benefits of a special service district, including the fact that there was a wider tax base which allowed for more resources.

Chief Clark clarified that they were governed by a board of trustees, so they had local control. He said that several years ago, they had come up with a plan for their wages and ensured that they remained in the top two-thirds of wages in the area. He said that Roy City fell below them by about 10-30% in wages.

Mayor Jackson clarified what the transition process would look like. Chief Clark said in general, if Roy decided to annex into Weber Fire District, he did not anticipate many staffing changes. He commented that they did not force people to move, as a general rule. Chief Clark also said that the transition could happen at any time.

Councilmember Hulbert said that while Roy City Fire Department had done a great job, the Weber Fire District had more resources. Chief Clark agreed and said that Weber Fire District had a greater capacity to handle a larger call volume. Chief Clark added that their extra resources allowed them to do greater community outreach and training as well.

Mayor Jackson asked if the decision was reversible if they decided that the annexation into Weber Fire District did not work, and Chief Clark replied that it was. Chief Clark briefly laid out the timeline if Roy City wanted to join with Weber Fire District.

3. Open and Public Meeting Act Training

City Attorney Wilson presented on the Open and Public Meeting Act. He explained what kinds of meetings the statute applied to and what it entailed. He also outlined the consequences for violations of the act and he detailed what kinds of acts constituted a violation.

F. **Public Comments** – 3 minutes

Mayor Jackson opened the floor for public comments.

MaryLyne Jones brought up the financial aspect of the fire department. She asked if their property taxes would increase if they joined with Weber Fire District. She said that although she was not happy about property taxes, she wanted to ensure that Roy City was well-resourced.

Dennis Brown shared a story about a legislator who had saved his city money by changing their fire department to a fire district. Mr. Brown said that Roy City would end up paying the taxes for the fire district either way.

Kevin Homer said that although MyHomeTeam seemed like a great cause, he did not think it was appropriate for Roy City to fund the organization when they were already dealing with financial strain. Mr. Homer opined that this should be a voluntary organization and he urged the Council to be cautious about funding it.

Randy Scadden congratulated Councilmember Sphar on his appointment. Mr. Scadden spoke about the advantages of switching to the Weber Fire District and he emphasized the problems with the Roy City fire department's high turnover.

Janet Sutterly thanked the City for their facility rental of the Hope Center for her church's services.

Mayor Jackson closed the floor for public comment.

G. **Action Items**

1. Consideration of Resolution 26-2; A Resolution Amending the Roy City Hope Community Center Room Rental Policy and Fees.

Councilmember Wilson motioned tabling Resolution 26-2; A Resolution Amending the Roy City Hope Community Center Room Rental Policy and Fees. Councilmember Jackson seconded the motion, all present members voted "Aye" and Resolution 26-2 was tabled.

H. **Discussion Item**

1. Wage Study Committee Assignments

City Manager Andrews asked if any Councilmembers were interested in joining a committee that would look into the pay scale in Roy City. Mayor Jackson and Councilmember Hulbert volunteered to join the committee.

2. Inquiry for Administration from Roy CTC

City Manager Andrews explained that Roy Communities That Care (CTC) was asking Roy City if they were interested in taking on the role of grant administrator. He outlined that Roy CTC did not have the capacity to serve that role.

Councilmember Hulbert said that Roy CTC offered great value to the City and said that she had actually worked with them in the past. However, she did not think this was a responsibility that Roy City could take on at this time. Councilmember Wilson agreed that it did not seem like Roy City should be responsible. Councilmember Jackson concurred as well. The Councilmembers briefly discussed how compensation for Roy City Staff functioned.

I. City Manager & Council Report

Mayor Jackson reported on some upcoming events at Roy High as well as recent sporting events. She thanked everyone for coming that evening and welcomed Councilmember Sphar to the Council.

Councilmember Hulbert shared that she and City Manager Andrews had taken their Youth City Council to the State legislature and had gotten the chance to meet the governor and some other legislators.

Councilmember Jackson announced there was an upcoming opportunity to get involved with the community emergency response team.

- J. Closed Door Meeting** – to discuss strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposals related to the development of land owned by the state or a political subdivision.

Councilmember Hulbert motioned to enter a closed door meeting to be held in the council chambers to discuss strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposals related to the development of land owned by the state or a political subdivision. Councilmember Saxton seconded the motion. A roll call vote was taken, all present members voted “Aye” and the body entered a closed-door meeting.

K. Adjournment

Councilmember Sphar motioned to adjourn the meeting, Councilmember Jackson seconded the motion, all present Councilmembers voted “Aye” and the meeting adjourned at 8:23 p.m.

Ann Jackson
Mayor

Attest:

Brittany Fowers
City Recorder

dc:

DRAFT



ROY CITY
Roy City Council Meeting Minutes
March 3, 2026– 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 March 3, 2026, 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 Jackson
Councilmember Hulbert
Councilmember Jackson
Councilmember Saxton
Councilmember Sphar
Councilmember Wilson

City Manager, Matt Andrews
City Recorder, Brittany Fowers
C.E.D Director/Assistant City Manager, Brody Flint

Excused: N/A

Also present were: Police Captain, Armando Perez; Fire Chief, Theron Williams; Parks and Recreation Deputy Director, Travis Flint; Public Works Director, Brandon Edwards; Management Services Director, Amber Kelley.

Gary Holley, Elizabeth Brown, Leon Wilson, Natalie Pierce, Nancy Inman, Glenda Moore, Shelley Poulston, Kevin Homer, Michael Ghan, Cindy Whinham, David Young

A. Welcome & Roll Call

Mayor Jackson welcomed those in attendance and noted Councilmembers Hulbert, Jackson, Saxton, Sphar, and Wilson were present.

B. Moment of Silence

Councilmember Hulbert invited the audience to observe a moment of silence.

C. Pledge of Allegiance

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

D. Consent Items

1. January 20, 2026, Roy City Council Meeting Minutes
2. Appointment of Alternate Planning Commissioner David Young

The Council welcomed Alternate Commissioner Young.

Councilmember Wilson motioned to approve the consent items with adjustments to the meeting minutes as provided. Councilmember Jackson seconded the motion, all present members voted “Aye” and the motion carried.

E. Public Comments – 3 minutes. Mayor Jackson reminded the public of the rules for the public

comment period.

Mayor Jackson opened the floor for public comments.

David Young congratulated all of the newly-elected Councilmembers and Mayor Jackson. Mr. Young expressed that he would do his best on the Planning Commission and said that he would always do his due diligence in investigating an issue before he voted on it.

Mayor Jackson closed the floor for public comment.

F. Action Items

PUBLIC HEARING

- a. Consideration of Resolution 26-3; A Resolution of the Roy City Council Approving Enterprise Fund Transfers.

Management Services Director Kelley explained that any time money was transferred from a utility fund to another fund, they were required by law to hold a public hearing. She recalled the last time they had held such a hearing and elaborated on the purpose of holding a hearing. Management Services Director Kelley outlined the noticing and hearing requirements outlined by State Code. She presented charts that showed the proposed transfer.

Councilmember Hulbert motioned to enter a Public Hearing to consider Resolution 26-3; A Resolution of the Roy City Council Approving Enterprise Fund Transfers. Councilmember Wilson seconded the motion, a roll call vote was taken, all present members voted “Aye” and the body entered a Public Hearing.

Public Hearing Comments: None

Councilmember Hulbert motioned to exit a Public Hearing to consider Resolution 26-3; A Resolution of the Roy City Council Approving Enterprise Fund Transfers. Councilmember Wilson seconded the motion, all present members voted “Aye” and the body exited the Public Hearing.

The Councilmembers did not have questions for Management Services Director Kelley. They thanked Management Services Director Kelley for her explanation.

Councilmember Wilson motioned to approve Resolution 26-3; A Resolution of the Roy City Council Approving Enterprise Fund Transfers. Councilmember Hulbert seconded the motion, a roll call vote was taken, all present members voted “Aye” and the motion carried.

PUBLIC HEARING

- b. Consideration of Resolution 26-4; A Resolution of the Roy City Council Approving Adjustments to the Fiscal Year 2026 Budget.

Management Services Director Kelley explained that this resolution was to account for items that were included in the previous year’s budget but had not been completed, and as such they needed to be re-budgeted into the current year budget. She listed the items and the funds to which this pertained,

including the leisure pool cover, park improvements at Fox Glen Park, and some City vehicles. She stated that the proposed resolution would decrease the previously approved General Fund budget and increase the Capital Project and Water and Sewer Utility Funds. She recommended that the Council take public comment and then consider approval.

Councilmember Wilson motioned to enter a Public Hearing to consider Resolution 26-4; A Resolution of the Roy City Council Approving Adjustments to the Fiscal Year 2026 Budget. Councilmember Sphar seconded the motion, a roll call vote was taken, all present members voted “Aye” and the body entered a Public Hearing.

Public Hearing Comments: None

Councilmember Sphar motioned to exit a Public Hearing to consider Resolution 26-4; A Resolution of the Roy City Council Approving Adjustments to the Fiscal Year 2026 Budget. Councilmember Wilson seconded the motion, all present members voted “Aye” and the body exited the Public Hearing.

Councilmember Jackson motioned to approve Resolution 26-4; A Resolution of the Roy City Council Approving Adjustments to the Fiscal Year 2026 Budget. Councilmember Wilson seconded the motion, a roll call vote was taken, all present members voted “Aye” and the motion carried.

G. Discussion Item

1. ULCT Youth Essay Contest Participation

Councilmember Hulbert asked the Council if they would approve of moving forward with the Utah League of Cities and Towns essay contest. She said that Roy City would just have to advertise the contest and reported that the winner got a prize, as did their school. The other Councilmembers thought this was a great idea.

2. Development of a Traffic Calming Device Policy

Councilmember Hulbert asked for permission to follow up on this item, noting that the former mayor had begun working on this issue last winter. Public Works Director Edwards opined that this would be great for the public to have a way to reach out to the City and highlight areas in town where they felt traffic was an issue. Public Works Director Edwards anticipated that any issues with the process could be circumvented or mitigated by the Council and expressed that overall, it was a good idea to have in place. City Attorney Wilson clarified how the traffic calming device policy would work procedurally.

3. FY26 COLA

Councilmember Saxton covered this item. He thought the COLA increases should be restored to City employees. He noted that City Manager Andrews was already working on the FY 2027 budget, so they needed to think about COLA increases now. Councilmember Saxton said that they could restore COLA increases by dipping into their reserve funds, although the downside was that they would then be obligated in 2027 for the 450, which could require an increase to property taxes. He noted that the need for a property tax increase could be mitigated if the City increased its sales tax revenue. Councilmember Saxton elaborated about why he felt the COLA increases were valuable to do and opined that they would help raise employee morale and help stem their turnover.

Mayor Jackson thanked Councilmember Saxton for bringing this topic up. She agreed that it was important to think about this now.

Councilmember Wilson asked about timeline if they were to reach into the Rainy Day Fund, noting that they generally did not do back payments anymore. Councilmember Jackson clarified that they would need to use the Rainy Day Fund for May through August. City Manager Andrews explained that once they voted on the tax increase, it would go for all of the fiscal year. City Manager Andrews elaborated that typically, the COLA would not be implemented until the tax increase went through. Councilmember Wilson asked what would happen if they did not raise the taxes to pay for the COLA increases. Councilmember Wilson expressed that she felt cautious about doing this since there was a chance that they could end up committed to COLA increases without having a mechanism to pay for them.

Councilmember Saxton opined that it was strange to him that the City had a savings account that they chose not to use in times of need. He worried that the gap was just getting wider.

Councilmember Jackson said that she was not entirely opposed to the idea, but she was worried about using one-time funds. She thought it might be more effective to pay employees as a bonus, so that they would not be committed to future COLA raises. She proposed that if they should hold a work session to look into this further, noting again that she was slightly apprehensive about the idea. She thought it was important to get input from the department heads and hear their feedback before they moved forward. Councilmember Jackson appreciated Councilmember Saxton's point that they needed to be proactive and show the employees that the City valued them.

Councilmember Saxton reiterated that the other Councilmembers should consider the idea of some kind of COLA. Councilmember Jackson stated again that she was willing to think about the idea, but said that they needed to collaborate with the department heads to get their opinion as to if COLA raises would help mitigate the turnover issue.

City Manager Andrews said if the Council wanted to have a work session they just needed to schedule one and give sufficient notice. City Manager Andrews said he could find a date that worked for everyone and he explained how work sessions were generally scheduled.

4. Future Work Session/Town Hall Meetings

Councilmember Jackson reported on upcoming work sessions to think about options for the Roy City Fire Department. She recalled that the Council had already heard one idea at a previous meeting, but she said there were other options and felt it was important to seriously continue each one and also relay the information to the public. She asked what the most effective way was to communicate the options to the public and City Manager Andrews replied that an Open House would be the best format. City Manager Andrews and Councilmember Jackson had a conversation about how an Open House worked.

Councilmember Hulbert proposed that they also make a slideshow of the options and present it at the Open House, and also post it online for those who could not attend. Councilmember Hulbert suggested that they should have one work session in which they heard all of the options, then solicit public feedback, and then hold another meeting where they could discuss further and make an informed decision. The Council continued to discuss that it was best to have an Open House, in part because the format was more casual and approachable for residents who may not feel comfortable speaking in a formal public comment period. The Council also brainstormed ways to get the word out about the Open House.

H. City Manager & Council Report

City Manager Andrews reported on some upcoming events in Roy City that the Councilmembers were invited to attend. He asked the Councilmembers to confirm if they planned to attend an upcoming conference.

Councilmember Hulbert shared that the egg hunt and Spring kickoff would be held the Saturday before Easter.

Councilmember Hulbert also gave a shout out to the Roy Recreation Center. She commented that their programs were great and thought it was good to give children and teenagers the option to try a lot of activities so they could find the ones that they liked.

Councilmember Jackson reported that she and Councilmember Hulbert served on the Utah League of Cities and Towns and had been monitoring the Utah State Legislature. She said that the legislature session was about to close and stated she and Councilmember Hulbert planned to report on what items might be relevant to Roy City soon.

Mayor Jackson expressed that there were many good people in Roy City and said they were very lucky to have such kind, high-quality people working for the City. She acknowledged that she was a new mayor and thanked everyone for their patience as she adjusted to the role.

- I. **Closed Door Meeting** – to discuss strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposals related to the development of land owned by the state or a political subdivision.

Councilmember Hulbert motioned to enter a closed door meeting to be held in the council chambers to discuss strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposals related to the development of land owned by the state or a political subdivision. Councilmember Sphar seconded the motion. A roll call vote was taken, all present members voted “Aye” and the body entered a closed-door meeting.

Councilmember Wilson motioned to exit the closed door meeting held in the council chambers to discuss strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposals related to the development of land owned by the state or a political subdivision. Councilmember Saxton seconded the motion, all present members voted “Aye” and the body exited the closed-door meeting.

- J. **Adjournment**

Councilmember Sphar motioned to adjourn the meeting, Councilmember Wilson seconded the motion, all present Councilmembers voted “Aye” and the meeting adjourned at 7:13 p.m.

Ann Jackson
Mayor

Attest:

Brittany Fowers
City Recorder

dc:

DRAFT



ROY CITY
Roy City Council Work Session Minutes
March 17, 2026– 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 March 17, 2026, at 4:00 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 Jackson
Councilmember Hulbert
Councilmember Jackson
Councilmember Saxton
Councilmember Sphar
Councilmember Wilson

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

Excused: N/A

Also present were: Police Chief, Matthew Gwynn; Police Captain, Armando Perez; Fire Chief, Theron Williams; Parks and Recreation Director, Michelle Howard; Public Works Director, Brandon Edwards; Management Services Director, Amber Kelley. Kevin Homer, Glenda Moore, Leon Wilson, and Cindy Whinham.

A. Welcome & Roll Call

Mayor Jackson welcomed those in attendance and noted Councilmembers Hulbert, Jackson, Saxton, Sphar, and Wilson were present.

B. Discussion Item

1. FY26 and FY27 COLA and Wage-study

Councilmember Saxton presented the pros and cons of raising the COLA. He explained why he had proposed that the 2.5% COLA be reinstated for the City employees by drawing from the City reserves. Councilmember Saxton appreciated that if they chose to do this, it would obligate them to an 18% property tax increase in 2027. However, Councilmember Saxton noted that an 18% increase was still less than the original proposal of a 28% increase, which had been eliminated by the State. He further stated that the 18% increase could be mitigated by sales tax revenue, possibly. He stated that reinstating the COLA increase would show the employees that they were valued by the City.

Councilmember Wilson asked if the purpose of the COLA increase was only to make a gesture to the employees, or if there was another function to the increase. Councilmember Saxton said it would show the City employees that they were valued by the City, and he said it would allow them to use their reserve funds which had not been obligated for anything else. Councilmember Saxton added that it might help with employee retention as well. Councilmember Wilson asked if the raise would help get their employees to a competitive, livable wage and Councilmember Saxton replied that he was not sure of that, but reiterated that it would only help the employees' financial situation.

Councilmember Sphar said he was on the fence about the issue. He said that he liked the idea of doing a

base pay increase rather than a bonus, and he noted that this structure would help attract more employees to Roy City. He also noted that it was hard to predict what their taxes would look like since they had not yet made a decision about the fire district. He said he was okay with this plan based on what he thought was going to happen with the fire district, but said it was hard to say for certain since there were many unknown variables.

Councilmember Saxton said that people were not going to want to work for Roy City if there was no vision for the future. He acknowledged that a 2.5% increase was minimal, but stated that it could only improve the turnover situation. He appreciated that he had voted against the 28% property tax increase as he felt it was too high, but felt that an 18% increase could be justifiable if it aided the City employees.

Councilmember Wilson asked for Management Services Director Kelley's perspective, and noted it was difficult to spend money when they did not have all the information. Councilmember Hulbert interjected that her main goal was to increase the wages, as this would help them to take care of both their employees and their residents in the long term. Councilmember Hulbert worried that if they used money they did not yet have for the COLA, they would be committed to a plan that they might not be able to follow through on. Councilmember Hulbert said that they could not do much else until they took care of the wage issue, and noted that it impacted all the departments in the City. Councilmember Hulbert cautioned that using one-time funds to solve a problem seemed risky.

Councilmember Hulbert asked Management Services Director Kelley what happened to left over funds in Capital Expenditures. Management Services Director Kelley replied that any excess revenue was transferred to the Capital Projects Fund at the end of the year, keeping their fund balance around the same percent. Councilmember Hulbert clarified that left over money went to a purpose; it did not just sit around. Councilmember Hulbert discussed the fund balance and noted that Roy City's was on the low side compared to other cities in Utah. Councilmember Hulbert said that while Roy City had been careful with money, this put them in a difficult situation now.

Mayor Jackson asked if the 2.5% COLA increase would be enough to keep employees in Roy City. City Manager Andrews replied that employees would appreciate any kind of increase, but said that they needed to ensure that the raise did not feel like a slap in the face. He said that for his lowest paid employees, the 2.5% increase would be a raise of 50 cents. City Manager Andrews discussed how many employees he was losing because of low wages, even though they liked their jobs here. City Manager Andrews summarized that a 2.5% increase might not be enough on its own, but said that if the City also indicated that they were working on the wage issue and there was hope for the future, that might incentivize people to stay.

Fire Chief Williams concurred with City Manager Andrew's comments and said that he lost many employees because they were not being paid enough, even though they felt loyalty to the City. Fire Chief Williams agreed that the City needed to communicate to the employees that they were going to resolve the wage issue and catch up to what other cities could offer. Fire Chief Williams noted that there was a risk if they only offered the 2.5% increase without also indicating that there would be more increases down the road. He said he was in favor of the COLA raise.

Councilmember Jackson brought up the risk of the 2.5% COLA increase. She noted that using one-time money posed a risk, but she was willing to consider it regardless. She said the greater risk was the possibility that the City would not be able to deliver on their promises. Councilmember Jackson said that having to backtrack would be a huge letdown for the employees and felt that was a greater disservice than not offering a raise in the first place. Councilmember Jackson summarized that the core of the issue was the fact that Roy had been facing wage discrepancy issues for years without acting on it. She said that she could see everyone wanted to solve the issue, and hoped that this meeting helped signal to the employees

that they were taking this issue seriously. She concluded that there were issues with all of their options, including the option of doing nothing, and said that whatever they chose to do, they needed to focus on a long-term solution.

Councilmember Sphar thought there was a difference between promising a raise to their employees that they could not actually pay versus what happened last fall when the State had vetoed their proposed property tax raise. He noted there was going to be a risk no matter what they did, and their only choice was to think about mitigation options if they chose to move forward with the COLA raise. He said that while he was generally risk-adverse in his own financial life, he was in favor of this COLA raise despite the risks because he thought it would bring the greatest benefit to the City overall.

Councilmember Wilson added that there were several commercial developments on the horizon for Roy City that had the potential to attract sales tax revenue to the City. She expressed she was in favor of the COLA increase despite the risks as well because she thought it would help the City employees.

Councilmember Wilson said that they had been working hard on the wage study and said that she wanted to help the department heads in the City to retain their employees, and she felt the COLA raise would serve as a morale boost and a good faith gesture to show that the City valued their employee's labor.

City Manager Andrews said that it was hard to dedicate one-time monies that they did not actually have. He explained that if this plan failed, it was he and Management Services Director Kelley who would have to answer for that. City Manager Andrews appreciated the intention behind the COLA raise and agreed that employees deserved raises, but he did not feel that it was sufficient to resolve the turnover issue on its own. He also noted that Roy City's reserve was not very big given the size of their organization and said that he did not feel comfortable pulling money out of that fund. He added that he was not the one who was in charge of raising taxes, it was the Council's decision.

Councilmember Hulbert reiterated that her main goal was wages. She worried that jobs could be cut in the future if they did not take care of the wage issue. She said that if they were not willing to go beyond an 18% property tax increase, they should not vote in favor of the COLA raises because they could not be certain at this point about how much they would cost. Councilmember Jackson asked for clarity about what would happen if they were unable to pay for next year's COLA raises and City Manager Andrews replied that their only options were to cut jobs or services in the City, and said that they would not be able to cut the COLA raises. City Attorney Wilson commented to this point as well and confirmed that they could not undo the COLA raise. Councilmember Hulbert opined that she would not want to cut people, and in fact there were many departments in the City that had open positions now that they were not able to fill with their current budgets.

Councilmember Hulbert said she was willing to fight for their employees and said she would be okay using one-time funds if everyone was on board for that plan, but noted that she would rather use the funds to raise base pay instead of doing the COLA raises. Parks and Recreation Director Howard agreed that a COLA raise would be wonderful and a step in the right direction, but she similarly thought the priority should be a wage adjustment. Parks and Recreation Director Howard discussed that she had lost some employees due to low wages.

City Manager Andrews asked the Council for direction. Councilmember Wilson summarized that it seemed they were discussing either doing a small COLA raise or beginning to work on their long-term wage correction. Councilmember Wilson discussed how much they would have to raise property taxes in order to get their employees up to competitive wages. Councilmember Saxton asked why the Council could not use monies that had not been allocated to offer COLA increases. Councilmember Saxton appreciated that doing so could be a political risk, but he felt confident that the City would be able to bring in enough sales tax revenue to mitigate the risk. Councilmember Saxton pointed out that the COLA

increase would bring them closer to closing their wage gap. Councilmember Hulbert said she was worried about the future of the employees and the City from a financial standpoint; not necessarily a political one.

Councilmember Jackson commented that the COLA raise idea may or may not fail and acknowledged there were a lot of unknown variables. Councilmember Wilson asked if they should have an Open House or some kind of public forum to educate the public about the pros and cons of raising the property taxes. Councilmember Wilson also asked if the department heads felt that the 2.5% raise would be sufficient to keep employees in the City. Public Works Director Edwards replied that while it would not solve all of the problems, it would certainly help and would give the City some time to work on the wage gap issue in the long term. Public Works Director Edwards added that the raise signalled to the employees that the Council was taking the issue seriously and might incentivize people to stay with the City while they worked on the problem. Fire Chief Williams made a similar comment.

Councilmember Hulbert noted that it was expensive to constantly have to hire and train new employees. She appreciated that long-term employees were valuable because of the knowledge that they had about the City. Councilmember Jackson said they needed to determine if this 2.5% raise was enough to make a dent in the wage problem, and she commented on how large the wage problem was. Councilmember Jackson asked the department heads if they felt that the 2.5% raise would be enough to make a measurable difference in the issue, and she said if it was not enough to make a substantial difference then she did not think they should do it because it required the use of one-time monies. The department heads indicated that the 2.5% COLA raise would be helpful and would make a difference for their employees.

Mayor Jackson expressed concern that Councilmember Saxton was not thinking about the wage disparity. Councilmember Saxton replied that the COLA raise would be the start of correcting the wage issue. Councilmember Saxton said that the COLA raise signalled to the employees that more increases would come in the future. Mayor Jackson noted how much the property tax would need to increase in order for them to accommodate COLA raises. Councilmember Saxton replied that he was concerned about property tax increases as well but felt that they needed to do something about the employees' wages. Councilmember Jackson summarized that Councilmember Saxton's position was that the COLA raise was the first step in a longer process of correcting the wages in the City. Councilmember Wilson said that Councilmember Saxton's commitment to a higher property tax increase made her feel that the Council was more of a team and she appreciated hearing his openness to raising property taxes in order to fix the wages in the City.

City Manager Andrews said that while the 2.5% increase was not substantial on its own, it would help with overall culture and morale within the City, as it indicated that the City was dedicated to working on this issue. City Manager Andrews elaborated that the raise signposted that the Council wanted to be transparent with their employees. Fire Chief Williams concurred and elaborated that his goal as the fire chief was to ensure that Roy City residents had access to life-saving services, which they would not be able to do if they continued to lose valuable employees. Councilmember Sphar agreed it was important to be transparent with both the City employees and the residents, and he expressed that he was feeling more comfortable with the COLA raise based on this conversation. Councilmember Sphar commented on the importance of educating the public.

Mayor Jackson thanked Councilmember Jackson for prompting this conversation and thought it was a good way to show the City departments that the Council was dedicated to working on the wage issue and that the Councilmembers were united on this front. Mayor Jackson hoped that the City employees would feel hopeful based on this conversation. Councilmember Jackson said that she wanted to have a clear plan about how to move forward, even if they did not have all of the information at this stage. Fire Chief Williams said their plan would depend on what they learned the residents wanted to do, and he said they

would have to get input from the residents from an Open House before they could move forward with a specific plan. The other Councilmembers agreed they needed to reach out to the residents.

Councilmember Wilson recalled that the previous year, they had debated raising wages by a small percentage. She thought they could look back to that conversation to get a more detailed sense about what an increase would look like. Councilmember Wilson added that they needed to have resources and information available for residents who struggled to pay their property taxes. She said that people would want to know what dollar amounts they were looking at when they talked about property tax increases, rather than percentages. The Councilmembers continued to discuss next steps and timeline for fixing their budget. Management Services Director Kelley noted the requirements for the budget process.

Councilmember Jackson summarized that while their main overall focus was wage correction, the Councilmembers were willing to move forward with looking into the COLA raise as they felt it was a valuable first step in addressing the wage gap for City employees.

C. Adjournment

Councilmember Hulbert motioned to adjourn the meeting, Councilmember Saxton seconded the motion, all present Councilmembers voted “Aye” and the meeting adjourned at 5:53 p.m.

Ann Jackson
Mayor

Attest:

Brittany Fowers
City Recorder

dc:

ROY CITY CORPORATION
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
PROPERTY TAX	489,089.56	4,606,270.70	6,403,978.00	1,797,707.30	71.9
SALES AND USE TAX	821,789.91	3,675,952.75	8,495,000.00	4,819,047.25	43.3
FRANCHISE TAX	275,112.08	1,550,188.71	3,051,500.00	1,501,311.29	50.8
LICENSES AND PERMITS	55,625.66	392,404.62	409,500.00	17,095.38	95.8
INTERGOVERNMENTAL	66,149.53	247,569.99	363,689.00	116,119.01	68.1
CHARGES FOR SERVICES	252,048.90	2,087,200.28	3,512,500.00	1,425,299.72	59.4
FINES AND FORFEITURES	54,806.27	480,538.54	732,000.00	251,461.46	65.7
MISCELLANEOUS REVENUE	84,193.56	657,246.15	325,000.00	(332,246.15)	202.2
CONTRIBUTIONS AND TRANSFERS	440,649.00	469,179.00	1,013,521.00	544,342.00	46.3
	<u>2,539,464.47</u>	<u>14,166,550.74</u>	<u>24,306,688.00</u>	<u>10,140,137.26</u>	<u>58.3</u>
<u>EXPENDITURES</u>					
LEGISLATIVE	79,187.60	307,831.72	1,079,738.00	771,906.28	28.5
LEGAL	25,518.52	223,116.14	431,980.00	208,863.86	51.7
LIABILITY INSURANCE	22,668.42	158,678.94	272,021.00	113,342.06	58.3
JUSTICE COURT	34,394.26	251,203.83	511,249.00	260,045.17	49.1
FINANCE	16,456.99	265,542.25	538,521.00	272,978.75	49.3
TRANSFERS	67,023.16	469,162.12	1,273,278.00	804,115.88	36.9
BUILDING/GROUND MAINT DIVISION	42,809.22	321,356.31	579,835.00	258,478.69	55.4
POLICE AND ANIMAL SERVICES	522,777.70	4,260,345.16	7,515,185.00	3,254,839.84	56.7
FIRE & RESCUE	502,190.16	3,388,258.12	6,052,221.00	2,663,962.88	56.0
COMMUNITY DEVELOPMENT	55,611.20	460,130.96	803,038.00	342,907.04	57.3
STREETS DIVISION	44,878.89	378,787.79	873,666.00	494,878.21	43.4
FLEET SERVICES DIVISION	17,569.16	96,057.72	237,498.00	141,440.28	40.5
PUBLIC WORKS ADMINISTRATION	28,857.74	181,904.87	454,580.00	272,675.13	40.0
RECREATION COMPLEX	62,550.67	462,813.58	937,549.00	474,735.42	49.4
AQUATIC CENTER	23,965.85	488,425.52	894,864.00	406,438.48	54.6
ROY DAYS	202.67	96,280.37	118,165.00	21,884.63	81.5
PARKS & RECREATION	83,227.99	821,327.95	1,733,300.00	911,972.05	47.4
	<u>1,629,890.20</u>	<u>12,631,223.35</u>	<u>24,306,688.00</u>	<u>11,675,464.65</u>	<u>52.0</u>
	<u>909,574.27</u>	<u>1,535,327.39</u>	<u>0.00</u>	<u>(1,535,327.39)</u>	<u>.0</u>

ROY CITY CORPORATION
FUND SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
41 CAPITAL PROJECTS FUND	32,353.45	250,017.24	1,323,000.00	1,072,982.76	18.9
50 UTILITY ENTERPRISE FUND	1,123,742.65	8,614,033.08	13,285,350.00	4,671,316.92	64.8
51 STORM WATER UTILITY FUND	108,176.79	763,267.86	1,310,000.00	546,732.14	58.3
53 SOLID WASTE UTILITY FUND	267,667.72	1,886,158.43	3,200,000.00	1,313,841.57	58.9
60 INFORMATION TECHNOLOGY	64,455.99	451,191.93	1,047,830.00	596,638.07	43.1
63 RISK MANAGEMENT FUND	32,383.51	230,095.54	388,602.00	158,506.46	59.2
64 CLASS "C" ROADS	(3,497.35)	744,722.69	1,760,000.00	1,015,277.31	42.3
65 TRANSPORTATION INFRASTRUCTUR	803,937.39	1,225,667.16	3,130,000.00	1,904,332.84	39.2
67 STORM SEWER DEVELOPMENT	9,118.58	69,632.74	565,000.00	495,367.26	12.3
68 PARK DEVELOPMENT	11,279.28	82,000.45	175,000.00	92,999.55	46.9
71 REDEVELOPMENT AGENCY	49,184.90	454,471.59	1,577,449.00	1,122,977.41	28.8
75 CEMETERY FUND	571.62	4,426.05	8,000.00	3,573.95	55.3
94 GENERAL LONG TERM DEBT	0.00	0.00	0.00	0.00	.0
	<u>2,499,374.53</u>	<u>14,775,684.76</u>	<u>27,770,231.00</u>	<u>12,994,546.24</u>	<u>53.2</u>
<u>EXPENDITURES</u>					
41 CAPITAL PROJECTS FUND	9,781.38	1,072,085.10	1,323,000.00	250,914.90	81.0
50 UTILITY ENTERPRISE FUND	721,917.36	5,680,004.74	13,285,350.00	7,605,345.26	42.8
51 STORM WATER UTILITY FUND	87,037.55	541,656.70	1,310,000.00	768,343.30	41.4
53 SOLID WASTE UTILITY FUND	256,242.39	1,596,179.79	3,200,000.00	1,603,820.21	49.9
60 INFORMATION TECHNOLOGY	58,612.32	612,819.84	1,047,830.00	435,010.16	58.5
63 RISK MANAGEMENT FUND	4,816.63	308,074.49	388,602.00	80,527.51	79.3
64 CLASS "C" ROADS	75,495.71	1,144,058.11	1,760,000.00	615,941.89	65.0
65 TRANSPORTATION INFRASTRUCTUR	853,562.22	1,855,223.17	3,130,000.00	1,274,776.83	59.3
67 STORM SEWER DEVELOPMENT	0.00	0.00	565,000.00	565,000.00	.0
68 PARK DEVELOPMENT	0.00	991.50	175,000.00	174,008.50	.6
71 REDEVELOPMENT AGENCY	433,299.00	437,810.41	1,577,449.00	1,139,638.59	27.8
75 CEMETERY FUND	0.00	0.00	8,000.00	8,000.00	.0
94 GENERAL LONG TERM DEBT	0.00	0.00	0.00	0.00	.0
	<u>2,500,764.56</u>	<u>13,248,903.85</u>	<u>27,770,231.00</u>	<u>14,521,327.15</u>	<u>47.7</u>
	<u>(1,390.03)</u>	<u>1,526,780.91</u>	<u>0.00</u>	<u>(1,526,780.91)</u>	<u>.0</u>

ROY CITY CORPORATION
 FUND SUMMARY
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2026

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
PROPERTY TAX	872.04	4,607,142.74	6,403,978.00	1,796,835.26	71.9
SALES AND USE TAX	829,670.51	4,505,623.26	8,495,000.00	3,989,376.74	53.0
FRANCHISE TAX	349,556.02	1,899,744.73	3,051,500.00	1,151,755.27	62.3
LICENSES AND PERMITS	58,467.04	450,871.66	409,500.00	(41,371.66)	110.1
INTERGOVERNMENTAL	8,085.00	255,654.99	363,689.00	108,034.01	70.3
CHARGES FOR SERVICES	237,037.50	2,324,237.78	3,512,500.00	1,188,262.22	66.2
FINES AND FORFEITURES	55,599.79	536,138.33	732,000.00	195,861.67	73.2
MISCELLANEOUS REVENUE	142,827.68	800,073.83	325,000.00	(475,073.83)	246.2
CONTRIBUTIONS AND TRANSFERS	0.00	469,179.00	1,013,521.00	544,342.00	46.3
	<u>1,682,115.58</u>	<u>15,848,666.32</u>	<u>24,306,688.00</u>	<u>8,458,021.68</u>	<u>65.2</u>
<u>EXPENDITURES</u>					
LEGISLATIVE	21,486.24	329,317.96	1,079,738.00	750,420.04	30.5
LEGAL	17,211.59	240,327.73	431,980.00	191,652.27	55.6
LIABILITY INSURANCE	22,668.42	181,347.36	272,021.00	90,673.64	66.7
JUSTICE COURT	40,723.27	291,927.10	511,249.00	219,321.90	57.1
FINANCE	28,163.52	293,705.77	538,521.00	244,815.23	54.5
TRANSFERS	67,023.16	536,185.28	1,273,278.00	737,092.72	42.1
BUILDING/GROUND MAINT DIVISION	63,394.61	384,750.92	579,835.00	195,084.08	66.4
POLICE AND ANIMAL SERVICES	533,027.33	4,793,372.49	7,515,185.00	2,721,812.51	63.8
FIRE & RESCUE	452,682.43	3,840,940.55	6,052,221.00	2,211,280.45	63.5
COMMUNITY DEVELOPMENT	52,137.44	512,268.40	803,038.00	290,769.60	63.8
STREETS DIVISION	50,186.67	428,974.46	873,666.00	444,691.54	49.1
FLEET SERVICES DIVISION	12,753.34	108,811.06	237,498.00	128,686.94	45.8
PUBLIC WORKS ADMINISTRATION	28,788.95	210,693.82	454,580.00	243,886.18	46.4
RECREATION COMPLEX	74,527.00	537,340.58	937,549.00	400,208.42	57.3
AQUATIC CENTER	26,234.91	514,660.43	894,864.00	380,203.57	57.5
ROY DAYS	(7.53)	96,272.84	118,165.00	21,892.16	81.5
PARKS & RECREATION	109,389.19	930,717.14	1,733,300.00	802,582.86	53.7
	<u>1,600,390.54</u>	<u>14,231,613.89</u>	<u>24,306,688.00</u>	<u>10,075,074.11</u>	<u>58.6</u>
	<u>81,725.04</u>	<u>1,617,052.43</u>	<u>0.00</u>	<u>(1,617,052.43)</u>	<u>.0</u>

ROY CITY CORPORATION
FUND SUMMARY
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2026

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
41 CAPITAL PROJECTS FUND	30,866.68	280,883.92	1,323,000.00	1,042,116.08	21.2
50 UTILITY ENTERPRISE FUND	1,039,339.83	9,653,372.91	13,285,350.00	3,631,977.09	72.7
51 STORM WATER UTILITY FUND	107,515.27	870,783.13	1,310,000.00	439,216.87	66.5
53 SOLID WASTE UTILITY FUND	266,435.29	2,152,593.72	3,200,000.00	1,047,406.28	67.3
60 INFORMATION TECHNOLOGY	64,455.99	515,647.92	1,047,830.00	532,182.08	49.2
63 RISK MANAGEMENT FUND	32,383.51	262,479.05	388,602.00	126,122.95	67.5
64 CLASS "C" ROADS	341,721.80	1,086,444.49	1,760,000.00	673,555.51	61.7
65 TRANSPORTATION INFRASTRUCTUR	79,407.64	1,305,074.80	3,130,000.00	1,824,925.20	41.7
67 STORM SEWER DEVELOPMENT	15,828.43	85,461.17	565,000.00	479,538.83	15.1
68 PARK DEVELOPMENT	20,710.53	102,710.98	175,000.00	72,289.02	58.7
71 REDEVELOPMENT AGENCY	8,511.35	462,982.94	1,577,449.00	1,114,466.06	29.4
75 CEMETERY FUND	520.91	4,946.96	8,000.00	3,053.04	61.8
94 GENERAL LONG TERM DEBT	0.00	0.00	0.00	0.00	.0
	<u>2,007,697.23</u>	<u>16,783,381.99</u>	<u>27,770,231.00</u>	<u>10,986,849.01</u>	<u>60.4</u>
<u>EXPENDITURES</u>					
41 CAPITAL PROJECTS FUND	11,251.84	1,083,336.94	1,323,000.00	239,663.06	81.9
50 UTILITY ENTERPRISE FUND	1,513,404.33	7,193,409.07	13,285,350.00	6,091,940.93	54.2
51 STORM WATER UTILITY FUND	235,192.07	776,848.77	1,310,000.00	533,151.23	59.3
53 SOLID WASTE UTILITY FUND	265,564.97	1,861,744.76	3,200,000.00	1,338,255.24	58.2
60 INFORMATION TECHNOLOGY	49,014.61	661,834.45	1,047,830.00	385,995.55	63.2
63 RISK MANAGEMENT FUND	10,046.92	318,121.41	388,602.00	70,480.59	81.9
64 CLASS "C" ROADS	1,451.74	1,145,509.85	1,760,000.00	614,490.15	65.1
65 TRANSPORTATION INFRASTRUCTUR	11,006.46	1,866,229.63	3,130,000.00	1,263,770.37	59.6
67 STORM SEWER DEVELOPMENT	654.17	654.17	565,000.00	564,345.83	.1
68 PARK DEVELOPMENT	0.00	991.50	175,000.00	174,008.50	.6
71 REDEVELOPMENT AGENCY	0.00	437,810.41	1,577,449.00	1,139,638.59	27.8
75 CEMETERY FUND	0.00	0.00	8,000.00	8,000.00	.0
94 GENERAL LONG TERM DEBT	0.00	0.00	0.00	0.00	.0
	<u>2,097,587.11</u>	<u>15,346,490.96</u>	<u>27,770,231.00</u>	<u>12,423,740.04</u>	<u>55.3</u>
	<u>(89,889.88)</u>	<u>1,436,891.03</u>	<u>0.00</u>	<u>(1,436,891.03)</u>	<u>.0</u>

2026 ALCOHOLIC BEVERAGE LICENSE
 TO BE APPROVED BY THE
 CITY COUNCIL
 On April 7, 2026

<u>LICENSE #</u>	<u>BUSINESS NAME/ ADDRESS</u>	<u>OWNER</u>	<u>CLASSIFICATION</u>	<u>YEAR TO APPROVE</u>
10394	3805 S Midland Enterprises, Inc 3805 S Midland Dr	Sardar Yousaf	Class A Beer	2026

RETAIL LICENSE CLASSIFICATIONS

<u>BEER CLASSIFICATION</u>		<u>LIQUOR CLASSIFICATION</u>	
Class A	Off premises consumption	Class A	Private Club
Class B	On premises consumption - restaurant	Class B	Restaurant
Class C	On premises consumption - tavern	Class C	Temporary
Class D	Temporary license		
Class E	Private club license		



BUILDING DEPARTMENT

Date: March 19, 2025
To: Mayor Ann Jackson and City Council Members
From: Gaile Supp
Subject: 3805 Midland Enterprises, Inc- Alcoholic Beverage License

An existing convenience store/gas station, located at 3805 S Midland Dr, is being purchased by a new owner, Sardar Sajad Yousaf. A Building Inspection has been conducted to ensure that they are compliant with the building and safety codes.

I recommend approval of a Class A beer license.

Respectfully,

A handwritten signature in red ink that reads "Gaile Supp". The signature is written in a cursive, flowing style.

Gaile Supp
Building Official



Roy City Fire

MEMO

Deputy Chief Michael King

To: Keesha Fernelius
Date: March 18, 2026
Subject: Alcoholic Beverage Application/Inspection

3805 Midland Enterprises, Inc

3805 S Midland Dr

License # 10394

This facility is compliant with Fire Code and Safety Code the Fire Department has no issues with approval of Alcoholic Beverage License.

Any questions please get with me. Thanks.

Michael J King | Deputy Chief - Fire

Roy City | 5051 South 1900 West, Roy, Utah 84067

(o) 801-774-1084 | www.royutah.org 

City Manager
Matt Andrews

City Recorder
Brittany Fowers



Mayor
Ann Jackson

Council Members
Janel Hulbert
Alexis Jackson
Bryon Saxton
Jason Sphar
Diane Wilson

March 30, 2026

Mayor and City Council Members

Re: 3805 Midland Enterprises INC, DBA Midland Market – Alcoholic Beverage License

Mayor and Council,

After reviewing the applicant's criminal record, there is nothing in the applicant's criminal history that would disqualify them from having an alcohol license here in Roy.

Best,

Matthew M. Wilson
Roy City Attorney
matt.wilson@royutah.org
801-774-1022



Fraud Risk Assessment



DATE: April 7, 2026
TO: Mayor and City Council
FROM: Amber Kelley
RE: Fraud Risk Assessment

Ordinance **Resolution** **Motion** **Information**

Executive Summary

The Utah Office of the State Auditor requires local government entities to complete an annual Fraud Risk Assessment questionnaire to measure and reduce risks of fraud, abuse and noncompliance. The self-scored, point-based questionnaire evaluates internal controls, ethics and policies and assigns a risk level that must be presented to the entity's governing body.

The questionnaire is attached and we earned 335 points putting us in the low category for risk.

Fraud Risk Assessment

Continued

*Total Points Earned: 335 /395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	X	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	X	5
b. Procurement?	X	5
c. Ethical behavior?	X	5
d. Reporting fraud and abuse?	X	5
e. Travel?	X	5
f. Credit/Purchasing cards (where applicable)?	X	5
g. Personal use of entity assets?	X	5
h. IT and computer security?	X	5
i. Cash receipting and deposits?	X	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?	X	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	X	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	X	20
7. Does the entity have or promote a fraud hotline?	X	20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?	X	20

*Entity Name: Roy City Corporation

*Completed for Fiscal Year Ending: 06/30/2026 *Completion Date: 03/25/2026

*CAO Name: Matt Andrews *CFO Name: Amber Kelley

*CAO Signature:  *CFO Signatur 

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	X			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?			X	
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".			X	
4. Are all the people who have access to blank checks different from those who are authorized signers?	X			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	X			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	X			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	X			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	X			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	X			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	X			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			

* MC = Mitigating Control

RESOLUTION NO. 26-5

A RESOLUTION OF THE ROY CITY COUNCIL ADOPTING AN INTERLOCAL AGREEMENT BETWEEN ROY CITY CORPORATION AND WEBER COUNTY FOR PARAMEDIC SERVICES

WHEREAS, the City of Roy (“City”) is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, Utah Code Ann. § 11-13-101 et. Seq., permits governmental entities to enter into cooperation agreements with each other;

WHEREAS, such agreement is in furtherance of the purposes of Utah Code Ann. § 11-7-1;

WHEREAS, Roy City recognizes the importance and need for joint cooperation with local entities to provide and receive services from neighboring communities which is a necessary and needed service to the City and surrounding communities;

WHEREAS, the proposed interlocal agreement delineating the relevant terms, conditions, and obligations of the parties is attached to this resolution as “Exhibit A”; and

WHEREAS, the City Council finds that adopting and supporting the interlocal agreement is in the best interest of the citizens of Roy City;

NOW THEREFORE, the Roy City Council hereby resolves to adopt the attached Interlocal Agreement between Roy City Corporation and Weber County approving and authorizing the execution of the Interlocal Agreement for Paramedic Services. The Mayor of Roy City is authorized and directed to execute the Interlocal Agreement for and on behalf of Roy City.

Passed this 7th day of April, 2026.

Ann Jackson
Mayor

Attested and Recorded:

Brittany Fowers
City Recorder

This Resolution has been approved by the following vote of the Roy City Council:

Councilmember Wilson _____

Councilmember Sphar _____

Councilmember Saxton _____

Councilmember Hulbert _____

Councilmember Jackson _____

**INTERLOCAL COOPERATION AGREEMENT FOR PARAMEDIC
SERVICES BETWEEN WEBER COUNTY AND ROY CITY**

This Agreement is made and entered into pursuant to the provisions of the Interlocal Cooperation Act (U.C.A. 11-13-101 et. seq., as amended), by and between Weber County, a public corporation of the State of Utah, hereinafter referred to as the "County," and Roy City, a municipal corporation of the State of Utah, hereinafter referred to as the "City," with County and City hereinafter referred to jointly as the "Parties" or individually as "Party."

WITNESSETH

WHEREAS, the City is currently providing paramedic services to portions of the County through the City's Fire and Rescue Department; and

WHEREAS, the Parties hereto are desirous of continuing to cooperate to provide paramedic services in certain areas of the County;

NOW THEREFORE, upon the mutual promises and other good and satisfactory consideration, the Parties agree as follows:

**SECTION ONE
PURPOSE OF AGREEMENT**

The purpose of this Agreement is to furnish and provide paramedic rescue services by the City for certain areas of the County, to provide for the use of certain County equipment by the City, and to provide payment from the County to the City for this service.

**SECTION TWO
TERM OF AGREEMENT**

This Agreement is effective 12:01 a.m. on January 1, 2026, and will continue through 11:59 p.m., on December 31, 2030; provided, either party may terminate the Agreement by giving one (1) year prior written notice to the other party.

**SECTION THREE
OBLIGATIONS OF THE CITY**

The City agrees as follows:

1. To furnish and provide 911 paramedic services and interfacility transport services to the southwest portion of the County at a level commensurate to paramedic services provided in other areas of the County.
2. To provide back-up paramedic rescue services to the remainder of the County.

3. To maintain and operate one (1) paramedic rescue unit and one (1) reserve (back-up) paramedic rescue unit.
4. To employ a minimum of eight (8) paramedics to provide proper coverage of paramedic rescue units as set forth in the Utah Paramedic Provider Rules of the Utah Emergency Medical Services System Act (U.C.A. 53-2d Part 1-9). The paramedics' salary and benefits shall correspond with the salary and benefits schedule as determined by the City from time to time.
5. To locate the paramedic rescue unit in the City's Fire and Rescue Station #31, located at 5051 South 1900 West in Roy.
6. To keep in good repair all necessary equipment mandated by the Utah Paramedic Provider Rules of the Utah Emergency Medical Services Systems Act (U.C.A. 53-2d Part 1-9) and return any equipment purchased by county funds to the County at the expiration of its useful life or the expiration of this Agreement, whichever occurs first.
7. To make good faith efforts to levy and collect a paramedic aboard fee when paramedics accompany a patient aboard the paramedic rescue unit. The City shall retain these funds to be used to help offset the City's costs of operating the paramedic program and shall provide a biannual report on the amounts of the funds collected to the Administrator of the Paramedic Program for Weber County.
8. To provide the County with a current inventory of equipment purchased by the City to operate the paramedic rescue units.
9. To coordinate delivery of county-wide paramedic services with the Ogden City Fire, the Weber Fire District, North View Fire District, and any other fire and rescue agency in the County which may interface with the paramedic program.
10. To receive paramedic dispatch for the City paramedic rescue units through Weber Area Dispatch 911 and Emergency Services District.
11. To develop a paramedic rotational plan, which ensures well trained and skilled paramedics are assigned to the paramedic rescue unit in Roy.
12. To designate a command staff member to serve on the Advisory Committee.
13. To provide paramedic services in accordance with the requirements set by local licensing and state statute including parts (U.C.A. 53-2d- Part 4-5) as amended naming Weber County/Roy City on the paramedic provider license.

**SECTION FOUR
OBLIGATIONS OF THE COUNTY**

The County agrees as follows:

1. Beginning January 1, 2026, on an annual basis the County shall pay City \$635,483 for the operation of one (1) paramedic unit. The annual contract amount shall be paid in twelve equal installments, due each month.
2. For each succeeding year under this Agreement, the parties may renegotiate the annual compensation, provided a written request for renegotiation is made on or before September 1st of the preceding year. Renegotiation requests must be made in good faith and based on updated data. If the request has been made for renegotiation of the yearly compensation by either party, all such negotiations for compensation shall be complete on or before November 15th of the year in which the request is made. If an agreement cannot be reached, this Agreement shall continue at the amount then in effect but shall terminate on December 31st of that year.
3. The County shall provide major durable equipment utilized by the paramedics including vehicles. The County and City will establish an equipment vehicle replacement schedule.
4. Title to vehicles and equipment purchased by County shall pass to the City upon delivery to City in order to allow the City to insure the vehicle. City shall provide insurance or self-insure against loss or damage for the fair market value of all equipment and vehicles, the projected cost of which is included in the annual compensation.
5. City shall return all vehicles and equipment to County, and title shall automatically pass back to the County, at the end of their useful life or at the expiration of this Agreement, whichever occurs first. If a vehicle or equipment is damaged while owned by the City in accordance with this Agreement, beyond normal wear and tear, City shall repair the equipment or vehicle or pay to County the fair market value of the equipment or vehicle prior to the damage, which payment will be used toward replacement.

**SECTION FIVE
HOLD HARMLESS**

The City agrees to indemnify the County from any and all injury, damage, loss, or liability in any form resulting from the errors, acts, omissions, negligence or other fault of the City, paramedics, their drivers, assistants, aides or any other paramedic personnel when treating, assisting in treatment or transporting any individual covered within this Agreement. Notwithstanding the foregoing, County acknowledges and agrees that City is a governmental entity under the Governmental Immunity Act of Utah, nothing in this Agreement shall be construed as a waiver of any protection, rights, or defenses applicable to the City under the Act, including the provisions of Utah Code Ann. § 63G-7-604.

**SECTION SIX
GOVERNING BOARD**

The Board of Weber County Commissioners shall be the administrator of this agreement pursuant to Utah Code § 11-13-207(1)(a) ("Administrator"). The Administrator shall meet at least biannually with the Advisory Committee to discuss any changes that need to be made to provide better services within the county and to ensure that both Parties are in compliance with the terms and intent of this Agreement.

**SECTION SEVEN
ADVISORY BOARD**

The command staff member designated under Section Three, paragraph 12, shall meet with command staff members from the Weber Fire District, Ogden City Fire Department, North View Fire District and the Physician Advisor and together they shall form an advisory committee ("Advisory Committee"). The Advisory Committee shall meet at least quarterly to identify training needs and opportunities, equipment needs, grant opportunities, and ways to more efficiently and effectively provide paramedic services throughout Weber County.

**SECTION EIGHT
MISCELLANEOUS**

1. Amendment. This Interlocal Agreement may be modified or amended only by written agreement of the Parties and upon meeting all applicable requirements of the Interlocal Cooperation Act.
2. Assignment. City shall not assign its benefits and/or obligations, under this Agreement, to any other person or legal entity, without the prior written consent of County.
3. Drug Free Workplace. City will maintain a drug-free workplace in accordance with Federal regulations.
4. Effective date of Agreement/Passage of Resolution. This Interlocal Agreement shall become effective upon proper execution by each Party in accordance with the Interlocal Agreement Act.
5. Employment Status. City acknowledges and agrees that County will not supply any staff to assist in providing the services provided pursuant to this Agreement and City shall be solely responsible to meet the staffing needs.
6. Entire Agreement. This Agreement shall constitute the entire Agreement between City and County and any prior agreement, understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

7. Filing of Agreement. An executed counterpart of this agreement shall be filed with the keeper of the records of each of the Parties.
8. Governing Law. This Agreement is made and entered into subject to the provisions of the laws of the State of Utah, which laws shall control the enforcement of this Agreement. The Parties also recognize that certain federal laws may be applicable. In the event of any conflict between this Agreement and the applicable State or Federal law, the State or Federal law shall control.
9. No Separate Entity. This Agreement shall not create any separate legal or administrative entity for the purpose of implementing or administering the terms and conditions of this Agreement.
10. No Third Party Beneficiaries. This agreement is not intended to benefit any party or person not named as a Party specifically herein, or which does not later become a signatory hereto as provided herein.
11. Privileges and Immunity. All privileges and immunities which surround the activities of governmental entities, officers and employees shall continue in full force and effect.
12. Review by Authorized Attorney. In accordance with the provisions of Section 11-13-202.5(3), Utah Code, this agreement shall be submitted to the attorney authorized to represent each Party for review as to proper form and compliance with applicable law before this agreement may take effect.

WEBER COUNTY, a public corporation of the State of Utah

By _____
Gage Froerer, Chair

ATTEST:

Ricky Hatch, CPA
Weber County Clerk/Auditor

ROY CITY, A municipal corporation

By _____
Ann Jackson, Mayor

ATTEST:

Brittany Fowers, City Recorder

APPROVED AS TO FORM:

Attorney for Roy City

Deputy Weber County Attorney

RESOLUTION NO. 26-6

A RESOLUTION OF THE ROY CITY COUNCIL AMENDING A REAL ESTATE EXCHANGE AND PURCHASE AGREEMENT BETWEEN ROY CITY CORPORATION AND STEWARD LAND COMPANY

WHEREAS, the Roy City Council met in a regular meeting on December 2, 2025, to consider, among other things, authorizing the sale of real property and entering into an agreement for the sale of said property;

WHEREAS, Steward Land Company seeks to amend the agreement by adding a right of first refusal;

WHEREAS, the parties desire to amend the agreements as set forth herein;

WHEREAS, the amended agreement delineating the relevant terms, conditions, and obligations of the parties is attached hereto; and

WHEREAS, the City Council finds that amending the agreement is in the best interest of the citizens of Roy City;

NOW THEREFORE, the Roy City Council hereby resolves to amend the attached Agreement between Roy City Corporation and Steward Land Company approving and authorizing the amendment of the Real Estate Exchange and Purchase Agreement. The Mayor of Roy City is authorized and directed to execute the Amended Agreement for and on behalf of Roy City.

Passed this 7th day of April, 2026.

Ann Jackson
Mayor

Attested and Recorded:

Brittany Fowers
City Recorder

This Resolution has been approved by the following vote of the Roy City Council:

Councilmember Sphar _____

Councilmember Hulbert _____

Councilmember Saxton _____

Councilmember Wilson _____

Councilmember Jackson _____

RIGHT OF FIRST REFUSAL AGREEMENT

This Right of First Refusal Agreement (“Agreement”) is made as of _____, 2026 (“Effective Date”), by and between Roy City Corporation, a Utah municipal corporation (“Grantor”), and Steward Land Co., a Utah Corporation (“Holder”). Grantor and Holder may be referred to individually as a “Party” and collectively as the “Parties.”

1. Property

This Agreement applies to the following described real property located in Weber County, Utah (the “Property”):

[Insert Legal Description]

2. Grant of Right of First Refusal

Subject to the terms and conditions herein, Grantor hereby grants to Holder a right of first refusal (“ROFR”) to purchase the Property, conditioned as set forth below.

3. Cemetery Condition

For purposes of this Agreement, the “Cemetery Condition” means the actual development and use of the Property as a public cemetery by Grantor, including obtaining necessary governmental approvals and commencing physical improvements consistent with cemetery use.

There shall be no deadline or outside date by which Grantor must determine whether to satisfy the Cemetery Condition.

If Grantor elects at any time not to develop the Property as a cemetery, or determines that the Property will be sold, transferred, or otherwise disposed of for a non-cemetery purpose, then the ROFR shall become immediately operative as set forth herein.

4. Mandatory Offer to Holder

Notwithstanding anything to the contrary, prior to marketing the Property, soliciting offers, or entering into negotiations with any third party for the sale or transfer of the Property (in whole or in part) for any non-cemetery purpose, Grantor shall first deliver written notice to Holder (“Initial Offer Notice”) offering to sell the Property to Holder.

The Initial Offer Notice shall include:

- (a) the proposed purchase price;
- (b) all material terms and conditions upon which Grantor is willing to sell the Property;
and
- (c) any supporting information reasonably necessary to evaluate the purchase.

5. Holder Election

Holder shall have thirty (30) days after receipt of the Initial Offer Notice to elect to purchase the Property on the terms set forth therein by delivering written notice of acceptance to Grantor.

If Holder timely accepts, the Parties shall proceed to closing pursuant to such terms.

If Holder declines or fails to respond within such period, Grantor may proceed in accordance with Section 6.

6. Subsequent Third-Party Offers

If Holder declines or does not exercise its rights under Section 5, Grantor may thereafter market the Property and accept a bona fide written offer from a third party (a "Third-Party Offer"). Prior to accepting such Third-Party Offer, Grantor shall provide written notice to Holder ("ROFR Notice") including:

- (a) the identity of the proposed purchaser;
- (b) the purchase price;
- (c) all material terms and conditions of the Third-Party Offer; and
- (d) a copy of the written offer.

Holder shall have fifteen (15) days after receipt of the ROFR Notice to elect to purchase the Property on the same terms and conditions set forth in the Third-Party Offer.

7. Closing

If Holder exercises its rights under this Agreement, the Parties shall proceed to closing on the applicable terms, subject to mutually agreed closing documentation.

8. Subsequent Offers / Reset

If Holder declines or fails to exercise its ROFR, Grantor may proceed to sell the Property to the third party on terms no more favorable than those offered to Holder. If such sale is not consummated within one hundred eighty (180) days, or if the terms materially change, the procedures set forth herein shall be repeated, including the Initial Offer Notice requirement.

9. Partial Transfers

This ROFR shall apply to any sale, assignment, or transfer of all or any portion of the Property.

10. Excluded Transfers

The following transfers shall not trigger the ROFR:

- (a) transfers to another governmental entity for public use;
- (b) transfers for public infrastructure or utility purposes;
- (c) leases or licenses that do not include an option to purchase.

11. Term

This Agreement shall remain in effect for a period of twenty (20) years from the Effective Date, unless earlier terminated by (i) development of the Property as a cemetery, or (ii) written agreement of the Parties.

12. Assignment

Holder may assign its rights under this Agreement only with the prior written consent of Grantor, which shall not be unreasonably withheld.

13. Recordation

This Agreement or a memorandum thereof may be recorded in the office of the Weber County Recorder.

14. Default and Remedies

In the event of a breach of this Agreement, the non-breaching Party shall be entitled to all remedies available at law or in equity, including specific performance.

15. Miscellaneous

- (a) Governing Law. This Agreement shall be governed by the laws of the State of Utah.
- (b) Entire Agreement. This Agreement constitutes the entire agreement between the Parties regarding the subject matter hereof.
- (c) Amendments. This Agreement may be amended only by a written instrument signed by both Parties.
- (d) Notices. All notices shall be in writing and delivered in accordance with standard notice provisions to be inserted here.
 - (a) Notice to Roy City
 - (a) Roy City, Attn: City Recorder, 5051 S 1900 W, Roy, UT 84067
 - (b) Notice to Steward Land Co.
 - (a) Steward Land Co. ADDRESS
- (e) Counterparts. This Agreement may be executed in counterparts.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date first written above.

GRANTOR: Roy City Corporation

By: _____ Name: _____

Title: _____

HOLDER: Steward Land Co.

By: _____ Name: _____

Title: _____

ORDINANCE 26-1

AN ORDINANCE OF ROY CITY AMENDING ROY CITY CODE TITLE 1 CHAPTER 7 CONCERNING THE POWERS AND DUTIES OF THE CITY RECORDER

WHEREAS, the Roy City Council exercises its legislative powers through ordinance;
and

WHEREAS, the Roy City Council desires to allow for the appointment of an ad hoc deputy city recorder when the City Recorder is unavailable or unable to perform the necessary duties; and

WHEREAS, the City Council has determined that amending and adopting the code is in the best interest and protects the health, safety, convenience, and general welfare of the citizens of Roy;

NOW THEREFORE, BE IT ORDAINED by the Roy City Council as follows:

Title 1 of the Roy City Municipal Code is hereby amended by adopting and adding the following section of Title 1 Chapter 7 of the Roy City Code:

CHAPTER 7

OFFICERS AND EMPLOYEES

1-7-1: APPOINTMENT OF OFFICERS

- A. The Mayor, with the advice and consent of the City Council, shall appoint a qualified person to each of the offices of City Recorder and City Treasurer. The City Recorder may appoint an ad hoc deputy or deputies as is required from among the existing employees of Roy City as are necessary to assist in the Recorder's public duties. Such ad hoc appointment shall not affect the existing job status or salary of the employee.
- B. [NO CHANGE]

SECTION II – REPEALER OF CONFLICTING ENACTMENTS

All orders, ordinances, and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts, which conflict with this Ordinance, are for such conflict, repealed, except this repeal will not be construed to revive any act, order, ordinance or resolution, or part, repealed.

SECTION III – SAVINGS CLAUSE

If any section, subsection, sentence, clause or phrase of this Ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, said portion shall be severed and such declaration shall not affect the validity of the remainder of this Ordinance.

SECTION IV – DATE OF EFFECT

This Ordinance will be effective on the 7th day of April, 2026, and after publication or posting as required by law.

Ann Jackson
Mayor

ATTEST:

Brittany Fowers
City Recorder

Voting:

Councilmember Jackson _____

Councilmember Hulbert _____

Councilmember Sphar _____

Councilmember Wilson _____

Councilmember Saxton _____

Roy City Council Agenda Worksheet

Roy City Council Meeting Date: April 7, 2026

Agenda Item Number:

Subject: Miss Roy Scholarship Program Donation

Prepared By: Michelle Howard

Background:

The Miss Roy Organization will present a request to Roy City Council for additional scholarship funding to establish a Miss Teen Roy division. The Miss Roy program is a collaborating partner with Roy City as an annual Roy Days event. Currently, Roy City provides \$2,000 (allocated through the Roy Days budget) in a scholarship donation for the Miss Roy competition, distributed as follows:

- Miss Roy: \$1,250
- Miss Roy First Attendant: \$500
- Miss Roy Second Attendant: \$250

Miss Roy Eligibility Requirements:

- Miss Roy:
 - Age 18–28, and
Must meet one of the below listed criteria
 - Currently attend or be a graduate of Roy High School,
or
 - Live or work in Roy City

To receive the scholarship funds the Miss Roy program participant must provide proof of college enrollment/transcripts from the school year during their Miss Roy tenure.

The Miss Roy Organization is requesting an additional \$2,000 to provide the same scholarship structure for the Miss Teen Roy division. If approved, the additional \$2,000 would bring the total annual scholarship funding to \$4,000.

Miss Teen Roy Eligibility Requirements:

- Miss Teen Roy:
 - Age 14–18, and
must meet one of the below listed criteria
 - Currently attend Roy Jr High, Sandridge Jr High or Roy High School or be a
graduate of Roy High School,
or
 - Live or work in Roy City

The criteria to receive the scholarship funds at the end of the Miss Teen Roy tenure is still to be determined, but likely to include proof of enrollment in school during the tenure and proof of community service/volunteerism performed during the tenure.

Recommendation (Information Only or Decision): Decision

Contact Person / Phone Number: Michelle Howard
Parks and Recreation Director
801-774-1146



Roy City Council Worksheet

Roy City Council Meeting Date:

4/7/2026

Agenda Item:

Discussion and Decision

Subject:

Communication with Roy Residents

Prepared By:

Diane Wilson

Background:

Communication with and education for our residents is an ongoing concern and a frequent topic of conversation. One barrier has been expense. Standard Examiner Publisher Jim Konig has offered to print an 8 – 16 page, compact (11” x 17”) monthly newspaper for Roy City which would help with this challenge. This would be Roy’s own city newspaper and would go to every household in Roy. This would not be an insert to the Standard Examiner. The city would create the content, Standard Examiner would organize, design & fund the newspaper, the city would cover cost of postage which is around 20 cents per household per month.

History:

- Previously, magazine “Roy Connection” produced monthly by outside company
- Mailed to each household
- Well received
- Cost about \$36,000 per year
- City staff collected and organized information
- Information had to be submitted to the publisher roughly one month before production to allow for design time and approvals
- Limited space for information to about 3 pages plus an events calendar
- Company obtained advertising to defray expense to city
- Company closed 2 years ago as they were losing money at that rate.

Currently:

- Newsletter produced every other month, 6 issues per year
- City staff collect, organize and design information/newsletter

- Information is gathered, designed, and sent to the printer 10 days before the utility bill is released
- Limited space for information – 4 page, 8.5” x 11”, newsletter
- Sent with utility bills – hard copy with mailed bills, added to website and utility bill pay portal for viewing access
- Approximately 9,200 households receive hard copy of Newsletter
- Approximately 7,000 households are enrolled with the utility bill pay portal
- Because the utility bill often goes to building owner/landlord, many renters do not receive the newsletter and must proactively seek the information out on the City Website.
- Roy currently has approx. 20% households renting, with projections this will increase markedly in near future
- Costs approx. \$1,700 per issue for 6 issues, or \$10,200/year for 12 issues

Future option:

- Small/compact newspaper, on newsprint, 11” x 17” page size
- City staff collect information
- Likely 8 - 16 pages depending on content volume
- Turn around time is 7 days from when City staff submit information to when newspaper is in the mail. For example:
 - Submit info on a Friday
 - They organize and create proof copy the following M & T
 - Proof returned to city staff (Brittany)
 - Can have in mail following Friday
- Recommended each department have a section in the newspaper
- Community outreach focus
- They obtain advertising for funding
- Hard cost – mailing
 - approx. 20 cents per household/month
 - at 13,000 households, approx. \$2600/month, \$31,200/year for 12 issues
- Soft cost – staff collecting information

Currently Roy City is paying \$1,700 per issue for 6 issues, every other month, (equivalent to \$20,400 for 12 issues) to reach a small percentage of Roy households with a hard copy of 4 pages (8.5”x11”) of information. This proposal costs \$31,200 to reach 100% of Roy households with a hard copy of 8+ pages (11”x17”) of information for 12 monthly issues.

Information and Decision

Contact Person:

Diane Wilson