



**CITY OF KEARNS
CITY COUNCIL MEETING**

March 9, 2026, 6:00 PM
ELEMENT EVENT CENTER- 5658 COUGAR LN, KEARNS, UTAH 84118

**CITY OF KEARNS COUNCIL MEETING MINUTES
March 9, 2026**

COUNCIL MEMBERS PRESENT:

Jesse Valdez, Mayor
Chrystal Butterfield, Council Member
Lyndsay Longtin, Council Member
Lorrin Colby, Jr., Council Member
Patrick Schaeffer, Council Member

COUNCIL MEMBERS EXCUSED:

STAFF PRESENT:

Nathan Bracken, City Attorney
Diana Baun, City Recorder
Sarah Leavitt, Deputy City Recorder
Chief Levi Hughes, Unified Police Department
Chief Tyler Lintz, Unified Fire Authority
Maridene Alexander, Communications Manager
Chad Anderson, Assistant Engineer
Richard Stephens, Assistant City Engineer
Lea Kingsley, Grant Coordinator

Others Present:

1. CALL TO ORDER

Mayor Jesse Valdez, presiding, called the meeting to order at 6:00 PM.

2. DETERMINE QUORUM

Mayor Jesse Valdez announced that a quorum was present allowing the meeting to proceed.

3. VISITING PUBLIC OFFICIALS - None

4. CITIZEN PUBLIC INPUT

Cassandra Hodges – Kearns Junior High PTA / Schools to Watch Recognition

CITY OF KEARNS COUNCIL

MAYOR JESSE VALDEZ, COUNCIL MEMBER CHRYSTAL BUTTERFIELD,
COUNCIL MEMBER LYNDsay LONGTIN, COUNCIL MEMBER LORRIN COLBY, JR.,
COUNCIL MEMBER PATRICK SCHAEFFER

Cassandra Hodges addressed the Council on behalf of the Kearns PTA. She explained that “Schools to Watch” is a national program launched by the National Forum to identify high-performing middle schools that are academically excellent, developmentally responsive, and socially equitable. Selected schools must meet strict, research-based criteria evaluated through an extensive self-study process. Ms. Hodges proudly announced that Kearns Junior High has been placed on the Schools to Watch list and that she was among a small group of parents invited to meet with the review team during the evaluation. She expressed deep pride in the school’s teachers, staff, administration, and students, noting that the recognition reflects a community-wide commitment to student success. Mayor Valdez thanked Ms. Hodges for sharing the news.

Villa Sanchez – Kearns High School Debate Team

Vida Sanchez, co-captain of the Kearns High School Debate Team, addressed the Council along with fellow captain Brax and teammate Deepa. She announced that the Kearns High debate team had, for the first time in nearly 30 years, won first place at Regions and taken the sweepstakes title. She further noted that two team members had qualified for nationals. The team was scheduled to compete at the State Tournament at Brighton High School that is coming Friday and Saturday.

Ms. Sanchez emphasized the strength and talent of the entire team, noting that nearly every member had placed first at some point during the season. She asked the Council and community not for funding, but for moral support — encouraging residents to spread the word, attend tournaments as spectators, serve as judges, or donate via the team’s donation page link. She described debate as a transformative activity that draws out confidence and intellect in students who might not otherwise be recognized. Mayor Valdez thanked the students and expressed pride in their youth leadership.

Chelsea Quarry – American Legion

Chelsea Quarry, representing the local American Legion post, addressed the Council. She was accompanied by the post’s Commander, Second Vice, Sons of the American Legion representative, and Auxiliary members. Ms. Quarry explained that the post, which has been rooted in Kearns for over 75 years, is currently meeting at the Valley Bowling Lanes building at 3951 West 5400 South, and expressed a desire for the post to become more present and active in the community.

She asked the Council for guidance on three areas: (1) how to get involved and partner with city events, (2) whether there were opportunities to explore donations or joint activities, and (3) how to reserve the Element Center for their district meetings, which are held on the third Sunday of each month and bring together American Legion posts from across the Salt Lake Valley. Mayor Valdez welcomed the inquiry and indicated the city would coordinate with Ms. Quarry. City Recorder Diana Baun collected Ms. Quarry’s contact information to follow up. Diana gave her card to have her send her email and contact information to get back to her.

5. CONSENT AGENDA

A. Monthly Financial Report (Acknowledgment of Report)

Council Member Butterfield moved to have the council acknowledge receipt of the monthly financial report as published. Council Member Colby seconded the motion; vote was 5-0, unanimous in favor.

6. WORKSHOP

A. MSD Management and Support of City Laptop Environment

Mark Schneider, IT Director for the Municipal Services District (MSD), presented an overview of a proposal to transition Kearns City's current laptop and email environment to the MSD's Microsoft-based infrastructure.

Mr. Schneider explained that the city's current setup uses a basic Google Workspace option for .gov email addresses that do not meet Utah state criteria for secure file sharing, and lacks required auditing and logging capabilities. He outlined two alternatives: upgrading to Google for Government at approximately \$54/month plus Microsoft tools, or migrating fully to the MSD's Microsoft suite, which he recommended. Under the proposed migration, the city's .gov email domain and all email accounts would move to Microsoft, each council member would be provided a Windows laptop (iPads and Macs cannot be supported in this environment), and a SharePoint portal would be created to facilitate secure, state-compliant file sharing.

Mr. Schneider noted that the MSD partners with the Utah Cyber Security Center, DHS, and CISA (Cybersecurity and Infrastructure Security Agency), and that migrating would bring city devices under those security frameworks, including tools such as Sentinel One and multi-factor authentication. He acknowledged that additional security requirements — such as MFA at login — can create minor inconveniences but are important protective measures.

Mr. Schneider advised that the conversion process involves approximately 15 steps and would require devices to be collected for roughly three days. He estimated the earliest feasible timeline for the migration would be late April or early May 2026, depending on scheduling.

Mayor Valdez noted the importance of this transition given that Kearns is an Olympic host city and is therefore a higher-profile target for cyberattacks. He said that the city is currently operating below the minimum acceptable security level. Council Member Colby referenced a recent tour of the water treatment plant during which staff noted attempted cyberattacks on their systems, underscoring the urgency. Mr. Schneider confirmed that two nearby cities and a local airport had succumbed to ransomware attacks within the past year.

All council members expressed support for moving forward. Mayor Valdez also suggested that the city consider bringing on a consultant on the city's side to work alongside MSD during the transition. Council Member Schaeffer acknowledged the suggestion as something to revisit at a later date. No formal motion was required for this workshop item; the council provided direction to proceed with planning for the migration.

B. Authorization to Put Together a Job Description for a City Administrator and to Review the Procurement Process for an Independently Contracted Content Creator

City Attorney Nathan Bracken presented two related topics as a follow-up to discussions held at the recent council retreat.

Mr. Bracken explained that the council had reached general agreement at the retreat regarding the need to hire a City Administrator. He clarified that this position would be a Kearns City employee — not a contracted entity — hired under the personnel policy recently adopted by the council. He asked the council for directional feedback so that he and Mayor Valdez could draft a job description to be presented at the April dinner meeting for formal approval.

Mr. Bracken described the role as serving as the “transmission” between the council and mayor (the drivers) and the MSD and other service districts (the engine), translating policy goals into operational action. He noted that unlike traditional city managers, this position would not carry HR management responsibilities, since city services are provided through the MSD and other special districts.

Council Member Schaeffer requested that the job description includes an option for both a full-time and part-time configuration, so the city retains flexibility depending on the qualifications of applicants. Mr. Bracken agreed and suggested the description could indicate “full time or part time depending on the right candidate.”

Mr. Bracken raised the question of whether the city administrator should have dedicated office space, noting that since Kearns does not currently have a city hall, a virtual or hybrid arrangement might be appropriate in the interim. He suggested the city could leverage existing spaces such as the UPD precinct building or the Element Center for meetings. Council Member Schaeffer and others affirmed that a dedicated office is not necessary at this time.

Mayor Valdez presented an additional option for the council to consider approaching the MSD Board about the possibility of creating a shared “Executive Liaison” position that could serve multiple MSD member cities in a city administrator-type capacity. He acknowledged this would require MSD Board approval and noted it would not be a Kearns-dedicated position but offered it as an alternative worth exploring.

The council reached consensus on the following direction: Mr. Bracken and Mayor Valdez would work together to draft a city administrator job description (and a potential assistant position) for council review in April; the position would be open to full-time or part-time applicants depending on qualifications; the role would be permitted to work virtually in the near term; and desired qualifications would include experience in redevelopment, large-scale events, and ideally Olympic or major sporting event experience.

Mr. Bracken then outlined the procurement process for hiring a freelance content creator, which Mayor Valdez had identified as a priority for strengthening the city's digital presence and branding. Because the anticipated cost would qualify as a "small purchase" under the city's procurement policy, the mayor, acting as the city's purchasing agent, could engage the contractor without requiring a formal council vote. However, Mayor Valdez indicated his preference to keep the council informed throughout the process.

Mayor Valdez explained that this content creator would be a fully independent contractor using their own equipment and software. Produced content would be routed through Communications Manager Maridene Alexander before posting. The funding would be redirected from a prior budget line that had been used for website management, which is now handled by MSD staff. All council members were supportive of the concept.

7. PRESENTATION ITEMS

A. Upgrading Official City of Kearns Website and TextMyGov

Maridene Alexander, MSD Communications Manager, presented two related initiatives: upgrading the City of Kearns' official website and adopting a new two-way resident communication platform called TextMyGov.

Ms. Alexander explained that the city's current website has been in service for approximately seven years and is hosted on a platform called "Municipality Doc," which was purchased by CivicPlus. CivicPlus has stopped selling that product (as of October 2024) and is phasing it out entirely in the near future, which means the city is required to transition to a new platform regardless. She noted additional drawbacks with the current site: it is not mobile-friendly, does not support scrolling design standards, lacks ADA/WCAG 2.1 accessibility compliance, has no file-sharing security, and is difficult to update.

She recommended CivicPlus as the new platform, as the MSD has already transitioned Magna City to CivicPlus with positive results, and several other Salt Lake Valley cities are on the same platform. CivicPlus offers two tiers relevant to Kearns:

1. Starter Standard — a template-based design at \$5,000/year (comparable to the current cost).
2. Starter Premium — a fully customized website design for \$5,000/year plus a one-time \$5,000 design fee (\$10,000 total in year one). Ms. Alexander strongly recommended the Premium option so the site can be uniquely branded for Kearns, noting this equates to approximately \$0.87 per household.

New features included in the CivicPlus platform include mobile-responsive design, multi-language accessibility, ADA/WCAG 2.1 compliance, resident notification sign-up, and easy staff-side updating. A design committee of approximately six to seven members would be assembled to guide the customization process, which typically spans a few months. Ms. Alexander offered to send council members links to example CivicPlus sites, including the Magna city site, for reference.

Council Member Colby expressed enthusiasm, noting that improving the city's website had been a priority he campaigned on, and praised the platform's multilingual features. Mayor Valdez confirmed the city would look forward with the Premium option.

Ms. Alexander presented TextMyGov as a replacement for Code Red, the city's current emergency alert system. She explained that Code Red was recently the subject of a significant data breach and has had ongoing service issues, and that the City Attorney's office is working to cancel the existing contract.

Unlike Code Red, which functions as a one-way emergency alert system, TextMyGov offers two-way text communication between the city and residents. Residents do not need to download an app — they simply subscribe via text. Features include automated keyword responses (e.g., typing "agenda" returns a link to meeting agendas), the ability to conduct resident surveys, integration with IPAWS and the National Weather Service for emergency alerts, and the ability to create and manage segmented subscriber groups (e.g., council, planning commission, general residents).

Ms. Alexander noted that TextMyGov is a Utah-based company and that MSD staff have already completed training. The company pre-identified approximately 9,480 existing phone numbers associated with Kearns residents that could be invited to opt in. The cost was negotiated down from an initial quote of \$12,500 to \$10,000 per year — equivalent to what was previously budgeted for Code Red, so no additional appropriation would be needed.

Mayor Valdez clarified that TextMyGov replaces Code Red entirely and expands the city's communication capabilities well beyond emergency alerts to include road closures, water issues, event announcements, and more. The council received the presentation favorably.

B. Kearns City Code Restatement (Titles 1, 2, and 3 to 14) – Nathan Bracken, City Attorney

City Attorney Nathan Bracken provided an update on the ongoing restatement of the Kearns Municipal Code. He explained that when Kearns incorporated as a metro township, state law required the city to adopt Salt Lake County's code as it existed in 2017 as a starting point. That code contains provisions that are county-specific and inapplicable to a municipality, including references to county health departments and Metro Township designations, which must be updated or removed.

Mr. Bracken indicated that the goal is to present updated code titles at each council meeting on a rolling basis, with the hope of completing the full restatement by May or June 2026. He proposed making the code restatement a standing agenda item until complete.

The current presentation covered Titles 1, 2, and 3 through 14. Mr. Bracken summarized the scope of each relevant title:

- Title 1 – Rules of Construction and uniform definitions applicable across the code, along with a general appeals procedure.

- Title 2 – Governs the form of government, confirming Kearns’ five-member council structure and election procedures. This title is Kearns-specific and has been reviewed by MSD staff and the former city clerk.
- Title 5 – Business Licensing. Because the MSD administers business licensing on behalf of Kearns, this title will require MSD review before adoption.
- Title 11 – Parking. Will require MSD input, particularly given ongoing concerns about parking enforcement. Council Member Schaeffer confirmed he had already submitted proposed changes.
- Title 12 – Code Enforcement. Has already been updated multiple times in coordination with MSD’s code enforcement team; the primary remaining change is updating references from “Metro Township” to “City.”
- Title 14 – Public Works. MSD has already reviewed and provided comments; largely complete.

Council Member Schaeffer asked about the scope of MSD review requirements for the code titles. Mr. Bracken clarified that titles governing functions performed by the MSD (Titles 5, 11, 12, and 14) will require MSD sign-off, while titles that are purely internal to the city council’s governance structure (Titles 1 and 2) do not. He noted that his office had already incorporated feedback from city recorder staff into Titles 1 and 2. The council acknowledged the update, and Mr. Bracken indicated the next batch — including business licensing and parking — would be presented at the following month’s meeting.

8. COUNCIL BUSINESS – ACTION ITEMS

A. Discussion and Potential Action Regarding Resolution R2026-09, A Resolution

Supporting the Construction of a Pedestrian Bridge Over the Railroad Tracks at 5400 S Grant Coordinator Lea Kingsley and Assistant Engineer Chad Anderson presented Resolution R2026-09. Ms. Kingsley explained that federal funding has recently become available through the Congressional Community Project Funding process, and that approval of this resolution would demonstrate the city’s commitment to the project and allow the city to apply for those funds before the application deadline at the end of that week.

Ms. Kingsley clarified that the resolution does not finalize any design or commit the council to construction. It simply expresses support for moving into the next stage of evaluation and actively pursuing available federal funding, which could significantly reduce local costs.

Council Member Schaeffer noted he had not received the resolution in advance of the meeting. Staff explained that the Congressional Community Project Funding window had opened quickly, requiring expedited placement on the agenda. Council Member Schaeffer requested a copy of the resolution and suggested any desired amendments be noted.

Council Member Colby expressed strong support, noting the bridge project had been raised as a community concern on social media and that he had previously advocated for it. He observed that given the elevation of 5400 South over the railroad tracks, a bridge could potentially be installed with clearance beneath without requiring extensive structural work. He also noted the need to reduce pedestrian foot traffic on the active rail line, especially for

students traveling to and from school.

Mayor Valdez asked whether the project could be designed to run north-south in addition to, or instead of, east-west. Ms. Kingsley indicated that directional and design questions remain open at this preliminary stage, and that all options are being considered.

Council Member Schaeffer also raised the possibility that a pedestrian bridge previously stockpiled by UDOT at Mayor Bush's request, when the bridge at 62nd South was demolished, may still be available and could reduce construction costs. He indicated he would look into whether Kearns still has access to that structure.

Council Member Longtin confirmed her understanding that the resolution is solely for the purpose of supporting the grant application.

Council Member Schaeffer moved to approve Resolution R2026-09, A Resolution Supporting the Construction of a Pedestrian Bridge Over the Railroad Tracks at 5400 S. Council Member Longtin seconded the motion; vote was 5-0, unanimous in favor.

- B. Discussion and Potential Action Regarding Resolution R2026-10, Appointing Council Member Lyndsay Longtin as an Alternate for the Unified Fire Authority (UFA) and Unified Fire Service Area (UFSA) Boards

Council Member Butterfield introduced this item, explaining that she wished to formally appoint Council Member Longtin as her alternate representative on the Unified Fire Authority (UFA) and Unified Fire Service Area (UFSA) boards. Council Member Butterfield noted she wanted to ensure the appointment was handled properly through a formal resolution.

Council Member Schaeffer moved to approve Resolution R2026-10, Appointing Council Member Longtin as an Alternate for the Unified Fire Authority and Unified Fire Service Area Boards. Council Member Colby seconded the motion; vote was 5-0, unanimous in favor.

- C. Discussion and Potential Action Regarding the Kearns Community Council

City Attorney Nathan Bracken provided background on the item, explaining that recent changes in state law have introduced additional compliance requirements for independent community councils, including annual reporting to the State Auditor's Office, execution of a formal agreement with the city, and adherence to various best management practices published by the Utah Legislative Auditor. Mayor Valdez communicated these requirements to the Kearns Community Council, and the Community Council indicated it wished to come under the city as an official committee rather than continue as an independent entity.

Mr. Bracken explained that converting the Community Council into an official City Committee would accomplish several things: it would reduce the administrative burden by eliminating the need for separate financial reporting and a standalone agreement; it would extend attorney-

client privilege to the group (as the Planning Commission has); it would provide volunteer protections under the city; and the MSD would handle financial administration under existing service agreements. He noted that the group's name could remain "Community Council," but the legal entity would be a city committee rather than an independent nonprofit.

Members of the Community Council who were present expressed agreement with the transition and enthusiasm about working more closely with the city. Mayor Valdez expressed appreciation for the Community Council's long history of service and characterized this as a new chapter and a fresh start, encouraging all parties to move forward without looking back.

Council Member Butterfield moved to authorize the City Attorney to prepare the necessary changes to the current Kearns Municipal Code to bring the Community Council in-house as an official City of Kearns committee, and to work collaboratively with the Community Council and the City Council in doing so. Council Member Schaeffer seconded the motion. Vote was 5-0, unanimous in favor.

D. Discussion and Potential Approval of Community Council Budget

Following the vote on Item 8C, City Attorney Nathan Bracken addressed the interim budgetary situation. He noted that the new city committee has not yet been formally created, and that executing a contract with the Community Council as currently constituted would be a short-term measure of approximately one month. He recommended an alternative approach to avoid delays to the Community Council's planned summer events.

Mr. Bracken proposed that the council approve the budget as presented by the Community Council but designate it as a preliminary appropriation to be used by the city to make procurements on behalf of the to-be-created events committee. In the interim period before the committee is officially established, the Community Council would bring procurement needs to Mayor Valdez, who as the city's purchasing agent would coordinate with MSD financial staff to make those purchases directly through the city's procurement process. Once the official committee is created, the budget will be revisited and amended as part of the city's regular budget cycle (with the tentative budget due in April or May and the final budget in June).

A Community Council member asked how soon funds would be available and whether they needed to provide more granular breakdowns for each event. Mr. Bracken indicated the budget as submitted is sufficient to get started, and that going forward the committee chair would work directly with MSD financial staff to procure items within the approved budget without needing to return to the council for each purchase.

Another Community Council member raised concerns about vacant seats and whether the council would have authority over appointments. Mr. Bracken confirmed that as a city committee, appointments would ultimately rest with the council but noted that the intention is to retain current Community Council members. Mayor Valdez affirmed that the goal is continuity, and that while the council has the authority to appoint others, it is not the intent at this time.

Mr. Bracken also noted that the Community Council could choose to continue to exist as a separate legal entity for other purposes (such as independent outreach or grant applications), but that the city's financial appropriation would flow exclusively to the newly created city committee, not to the Community Council as an independent nonprofit.

Council Member Schaeffer moved to adopt the budget that the Community Council presented, to be used by the city to make procurements on behalf of the city in coordination with the current Community Council members while the official events committee is established, with the understanding that once the official committee is created, the budget will be reviewed and amended as part of the city's current fiscal year budget process. Council Member Longtin seconded the motion; vote was 5-0, unanimous in favor.

9. OTHER BUSINESS

A. Sexual Harassment Training – Clayton Preece, Legal Counsel, Smith Hartvigsen

Clayton Preece, attorney with Smith Hartvigsen, presented a formal sexual harassment and discrimination training to the Mayor and Council. Mr. Bracken introduced Mr. Preece and noted that providing this training enables certain legal defenses for the city in the event of a future claim.

Mr. Preece began with a disclaimer acknowledging that the training addresses sensitive content and invited anyone uncomfortable to step out. He clarified that all examples used are drawn from case law and other cities' experiences, not from events at Kearns.

The training covered the following areas:

- **Legal Foundations:** Sexual harassment is rooted in the Civil Rights Act of 1964 and the Utah Anti-Discrimination Act, which prohibit employment and public accommodation discrimination based on protected classes including race, sex, religion, national origin, sexual orientation, and gender identity.
- **Definition of Sexual Harassment:** Legally defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature that creates conditions of employment, affects employment decisions, or creates a hostile work environment. In plain terms, this includes quid pro quo arrangements, sexually suggestive comments, obscene gestures, unwanted physical contact, and physical assaults of a sexual nature.
- **Categories of Discrimination:** Mr. Preece outlined three main categories: (1) Disparate Treatment – intentional unequal treatment based on a protected class, such as applying rules differently to male and female employees; (2) Disparate Impact – neutral-seeming policies that disproportionately affect a protected class, such as allowing sexually explicit material in male-dominated work areas; and (3) Discriminatory Harassment – repeated offensive conduct so pervasive it creates a hostile work environment.
- **Special Topics:** Mr. Preece cautioned about the risks associated with slang, jokes, and emojis, noting that intent matters far less than impact in harassment determinations. He noted that a 2019 policy update by Facebook and Instagram restricted certain emojis

due to their sexually suggestive connotations and advised council members to avoid emojis in official communications. He also discussed how courts assess what constitutes a “reasonable person” standard when evaluating claims.

- Reporting: Under the city’s personnel policy, all harassment must be reported. Absent a city administrator, reports should be directed to the mayor, another council member, or the city attorney. Mr. Preece recommended keeping written records of dates, times, and witnesses.
- Investigations: All allegations are investigated, either internally by legal counsel or by an outside specialist. All council members and employees have a duty to cooperate. Confidentiality is maintained to the extent possible.
- Retaliation: Taking adverse action against someone who reports harassment is unlawful under state and federal law, and retaliation claims often succeed even when the underlying harassment claim does not. Mr. Preece advised the council to be mindful of the timing and documentation of any decisions made following a harassment report.
- Prevention Strategies: Speak up early, document conduct, use reporting channels, seek guidance, and as bystanders, report even seemingly minor behavior. Mr. Preece noted that in virtually every harassment investigation, there were bystanders who observed the conduct but did not report it, and that witnessed behavior is typically the “tip of the iceberg.”

City Attorney Nathan Bracken added closing remarks, drawing on nearly 11 years of experience alongside Mr. Preece handling harassment cases. He noted the most common scenario involves a person in a position of power making an inadvertent comment of a sexual nature that a subordinate finds offensive. He emphasized that because council members sit at the top of the hierarchy and interact with staff across multiple districts, they are in a position of power in all their professional interactions. His primary recommendation: do not discuss anything of a sexual nature, in any context, with any person connected to city business — full stop. Mr. Preece echoed this guidance, noting that even conversations between two consenting council members can subject a third party nearby to an uncomfortable environment. Mayor Valdez thanked both attorneys for the training.

B. Future Agenda Business / Stakeholder Updates

City Attorney Nathan Bracken outlined the following items anticipated for the next council meeting agenda:

- Code Restatement – standing item to continue until complete
- City Administrator and Assistant position job descriptions
- Code amendment to establish the new Events Committee, along with an appointing resolution
- Legislative Update – Mr. Bracken indicated he would provide an update on changes from the recent Utah legislative session, including necessary amendments to the city’s land use code

City Recorder Diana Baun noted that stakeholder presentations are now scheduled on an as-needed basis. District representatives are invited to notify her in advance if they have updates to present, so they can be added to the agenda. She mentioned that Kearns Improvement District representative Greg Anderson and Wolford representative Renee Plant had both indicated they would likely have items for the following month.

Chief Hughes distributed printed statistical reports for council members' binders. He highlighted the following:

- **Detective Work:** Detective Webb recently executed a warrant on an individual who had been committing widespread property theft throughout Kearns. The search recovered thousands of dollars in stolen property, firearms, and narcotics, and led to the individual's arrest and incarceration.
- **Tragic Accidents:** Chief Hughes reported an unusually high number of serious accidents in the past month, noting the emotional toll such incidents take on officers, firefighters, and EMS personnel. He mentioned: a serious accident on 5600 West that left multiple individuals in critical condition with uncertain long-term prognosis; a recent pedestrian fatality in which an individual was struck by a vehicle after not using a crosswalk; and, in the early morning hours of the previous night, a fatal accident in which a one-month-old infant was killed. Chief Hughes acknowledged that Kearns PD staff would be receiving support and check-ins following these events.

Mayor Valdez expressed appreciation for Chief Hughes' visual summary format.

Chief Lintz provided the following updates:

- **Budget Season:** UFA is currently in the middle of its budget process. Division leaders have submitted their proposals, which are now under review at the chief/administrative level. Chief Lintz indicated the outlook is positive. Council Member Longtin, newly appointed as Council Member Butterfield's alternate on the UFA Board, was acknowledged and welcomed.
- **Incidents:** No significant fires were reported during the month, which Chief Lintz noted was a positive contrast to the previous month. He echoed Chief Hughes' remarks about the difficult motor vehicle accidents experienced by joint response crews.
- **Utah Task Force 1:** Approximately 40 UFA personnel recently returned from a national training facility in Texas. The four-day training involved long days and nights and is expected to enhance the team's capabilities in heavy rescue and hazmat operations.
- **Call Volume:** Stations 107 and 109 each responded to approximately 130 calls during the short month, representing a slight decrease overall.

Council Member Schaeffer raised a concern that he had not seen a flag flying at Station 107 during recent visits. Chief Lintz indicated he was unaware of an issue with the flagpole and committed to following up with station staff.

Council Member Schaeffer moved to recess the City Council Meeting and move into Closed Session for the reasons indicated below. Council Member Butterfield seconded that motion; vote was 5-0, unanimous in favor.

10. Closed Session if Needed as Allowed Pursuant to Utah Code §52-4-205

- A. Discussion of the character, professional competence or physical or mental health of an individual
- B. Strategy sessions to discuss pending or reasonably imminent litigation**
- C. Strategy sessions to discuss the purchase, exchange, or lease of real property
- D. Discussion regarding deployment of security personnel, devices, or systems; and/or
- E. Other lawful purposes as listed in Utah Code §52-4-205

11. Adjourn

Council Member Butterfield moved to adjourn the March 9, 2026, City Council Meeting. Council Member Schaeffer seconded the motion; vote was 5-0, unanimous in favor.

This is a true and correct copy of the March 9, 2026, City Council Meeting Minutes, which were approved on April 13, 2026.

Attest:



Diana Baun, City Recorder



Jesse Valdez, Mayor



DISCRIMINATION
AND SEXUAL
HARASSMENT
PREVENTION

Clayton H. Preece, Esq.



Disclaimer

- This training addresses sexual harassment and content which may be difficult, sensitive, or offensive to some individuals.
- If you are uncomfortable with or unable to complete this training, please let me know and we can discuss alternatives to complete similar training.
- While this training addresses specific City policies and describes specific scenarios, the scenarios described in this training are not based on any actual events at the City.

Civil Rights Act of 1964 & Utah Antidiscrimination Act

- **Prohibits discrimination:** prohibit discrimination in employment, public accommodations, and certain programs.
- **Define protected classes:** These laws establish certain protected classes—such as race, sex, religion, national origin, disability, and others—against which discrimination is unlawful.

What is Discrimination?

Unequal treatment based on a protected characteristic (Protected Class)

This includes hiring, promotion, discipline, pay, training, termination, and access to services

Protected Classes

- A protected class is a group of people protected against discrimination by University policy or by State and Federal law. Generally, the protected classes are:
 - *Race, Ethnicity, National Origin, Color,*
 - *Religion,*
 - *Sex/Gender, Sexual Orientation, Gender Identity, Gender Expression,*
 - *Pregnancy, Pregnancy-Related Conditions,*
 - *Disability,*
 - *Veteran's Status, Age, and*
 - *Genetic information.*

What is Sexual Harassment

- Sexual harassment is a form of discrimination
- Sexual harassment may include a range of subtle and not-so-subtle behaviors and may involve individuals of the same or different gender.
- Sexual harassment can be physical and/or psychological in nature.
- An aggregation of a series of incidents can constitute sexual harassment even if one of the incidents considered on its own would not be harassing.

Sexual Harassment Defined

- Sexual harassment is defined as:
 - *unwelcome sexual advances;*
 - *requests for sexual favors; and*
 - *other verbal or physical conduct of a sexual nature*

Sexual Harassment Defined (Cont.)

- When:
 - *(1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;*
 - *(2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or*
 - *(3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.*

What is Sexual Harassment? In Plain English

Making sexual advances

Asking for sexual favors

Making sexually suggestive comments

Using foul or obscene gestures

Unwanted physical contact (patting, rubbing, brushing, pinching, or grabbing)

Physical assaults of a sexual nature, such as rape, sexual battery, molestation or attempts to commit these assaults

What is Sexual Harassment? In Plain English (Cont.)

- **Preferential treatment** or promises of preferential treatment to an employee for submitting to sexual conduct, including soliciting or attempting to solicit any employee to engage in sexual activity for compensation or reward.
- Subjecting, or threats of subjecting, an employee to **unwelcome sexual attention** or conduct or intentionally making performance of the employee's job more difficult because of that employee's sex.
- Using **derogatory slang** names to refer to the different sexes
- **Teasing, joking, or making derogatory remarks** about the different sexes.
- **Descriptions or stories** including sexual content or which are sexual in nature

What is Sexual Harassment? In Plain English (Cont.)

- **Displaying or transmitting pictures** or objects that are sexually suggestive, sexually demeaning or pornographic
- A picture will be **presumed** to be sexually suggestive if
 - *it depicts a person of either sex who is not fully clothed or in clothes that are not suited to or ordinarily accepted for the accomplishment of routine work in and around the workplace; and/or*
 - *who is posed for the obvious purpose of displaying or drawing attention to private portions of his or her body.*

CATEGORIES OF DISCRIMINATION

Disparate Treatment

Disparate treatment occurs when someone is treated differently because of a protected characteristic.

Generally, involves intentional unequal treatment.

Disparate Treatment Examples

Unequal discipline based on sex: Reprimanding female employees for minor workplace mistakes while overlooking the same conduct by male employees, creating a work environment where women are treated more harshly because of their sex.

Preferential treatment based on sex: Giving preferred assignments, promotions, raises or favorable schedules to employees based on sex.

“Women’s Work” or “Men’s Work”

Unequal treatment in meetings: Limiting comments from a female member of the public during a public comment to the set time limit, while allowing male speakers to speak beyond the established time limit.

Disparate Impact

- **Neutral conduct with unequal effects:** Disparate impact sexual harassment occurs when a workplace rule, practice, or environment that appears neutral disproportionately harms employees of one sex by exposing them to sexualized conduct or a hostile environment.
- **No intent required:** Unlike disparate treatment, disparate impact does not require proof that the employer intended to discriminate—only that the policy or practice results in a significantly greater adverse effect on one gender.

Disparate Impact Examples

A department allows sexually explicit jokes, slang, and images to be routinely shared in a work area dominated by male employees. While the behavior is not directed at any specific individual, it disproportionately creates a hostile environment for female employees working in that space.

The City requires front-desk staff to continue assisting members of the public even when those individuals make sexually suggestive comments or remarks. Because female employees receive the majority of these comments, the policy disproportionately exposes them to sexually harassing conduct.



Discriminatory Harassment

- Discriminatory harassment is any unwelcome, typically repeated offensive conduct that is directed at an individual because of their membership based on sex or other protected class

Discriminatory Harassment Examples

- Quid Pro Quo
- Repeating unwelcome compliments
- Repeating unwelcome advances
- Sharing images that are sexually suggestive or explicit
- Sharing stories that are sexually suggestive or explicit
- Demeaning or belittling comments based on an individual's sex

Conduct becomes Harassment when



UNWELCOME



TIED TO SOME SORT OF
PROMOTION OR
DISCIPLINE;



TIED TO A THREAT OF SOME
SORT OF PROMOTION OR
DISCIPLINE;



SO OFFENSIVE AND
OBJECTIONABLE THAT IT
MAKES A REASONABLE
PERSON UNCOMFORTABLE
OR HUMILIATED; OR



INTERFERES WITH A
REASONABLE PERSON'S
JOB PERFORMANCE

Potential Perpetrators

Elected
Officials

Employees

Citizens

Vendors

Other
Agencies

Unwelcomed Conduct Can Occur in Many Places

At City venues

settings outside the workplace,

on trips or conferences

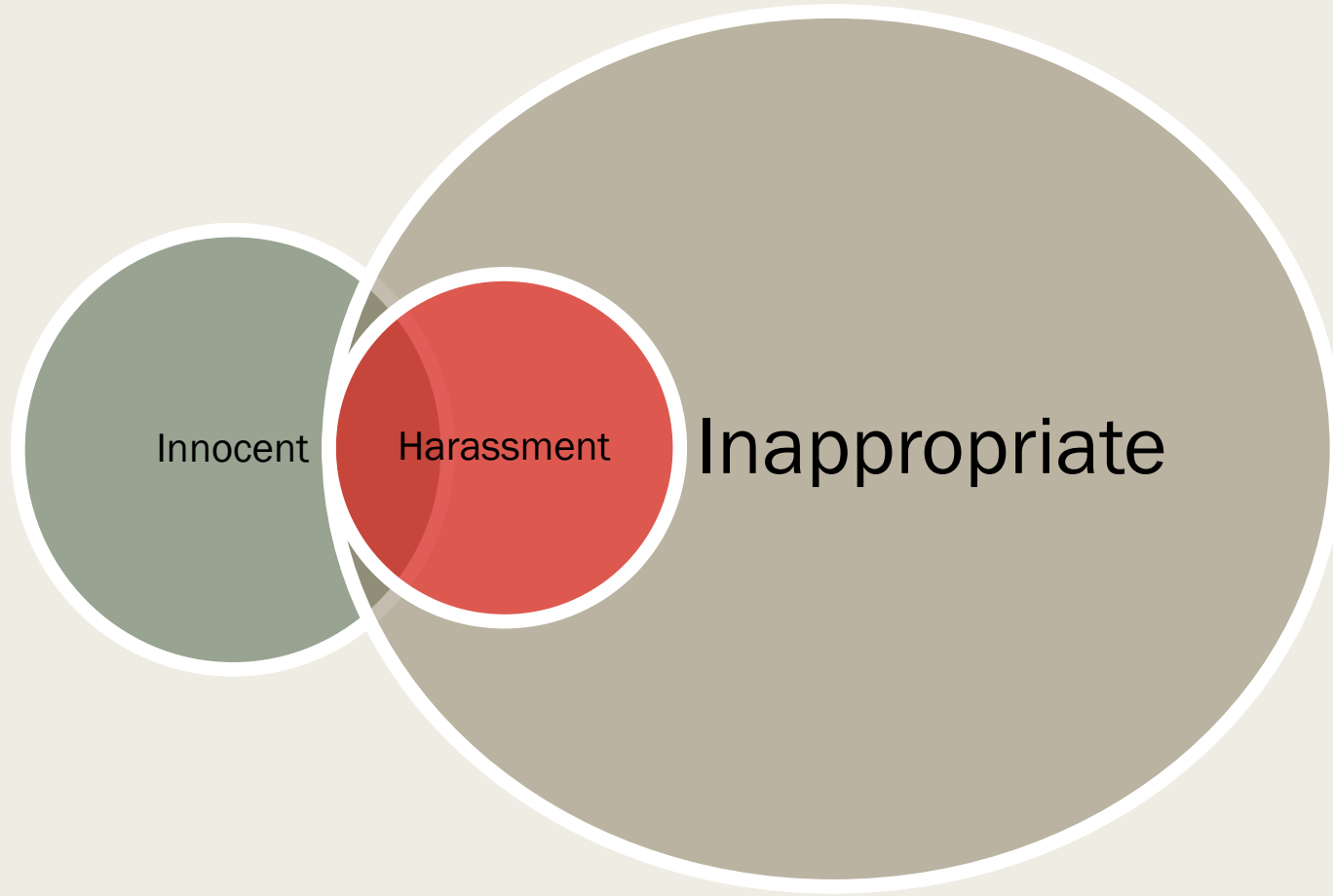
social events

Text messages

Social Media

- Facebook
- Twitter
- LinkedIn
- Snapchat

Innocent, Inappropriate, or Harassment



Slang and Jokes

Slang can be harassment: Using slang terms with sexual meanings or sexually suggestive connotations in the workplace can constitute sexual harassment if the language is directed at someone because of sex or creates a hostile environment.

“Joking” or casual slang is not a defense: Even if a speaker claims the language was joking, informal, or part of workplace culture, repeated use of sexual slang that makes others uncomfortable can still violate harassment policies.

Impact matters more than intent: Words that may seem harmless to one person—such as slang referring to bodies, sexual activity, or gender stereotypes—can contribute to a hostile work environment when they demean or objectify employees.

Emojis

- In 2019, Facebook and Instagram updated their policies to restrict contextually specific and commonly sexual emojis or emoji strings.
- Many emojis have gained inappropriate connotations, imply sexual acts, or solicit sexual acts, conduct, or favors.
 - *For example, In some cases, a wink emoji is simply a sign of humor, but in other cases, it is a come-on.*
- Emojis used in the workplace may constitute sexual harassment.
- It can include requests for sexual favors or unwelcome sexual advances, either of which may be conveyed through emojis or through a combination of emojis, words, and behavior.

What is in a 😏?

- Dictionaries now define emojis. The 😏 is defined by dictionary.com as meaning any of the following:
 - *Used to make a statement flirtatious*
 - *Can be used to indicate a joke or inside humor*
 - *Indicates preceding statement is a secret*
 - *Hint at a desirable outcome*
 - *Prod someone to take a particular action*



How to identify
behavior that
may constitute
unlawful
harassment,
discrimination,
or retaliation

Context

Repetition

Persistence After Informed to
Stop

Severity of Objectionable Conduct

Objectionable Conduct

- Unwelcomed
- A reasonable person would be offended by the conduct
- EEOC guidance further clarifies that the reasonable person standard is whether a reasonable person in the victim's circumstances would have found the alleged behavior to be hostile or abusive



Reporting

- If employees or elected officials, believe that they have been subject to sexual harassment or any unwanted sexual attention, they should make their unease and/or disapproval directly and immediately known to the harasser whenever possible.
- If the situation is not immediately resolved or if the employee or elected official is unable to address, or uncomfortable in addressing, the alleged harasser directly, he or she should report the incident to the Mayor, or a City Councilmember if the person is uncomfortable reporting to the Mayor.
- It is helpful to make a written record of the date, time and nature of the incident(s) and the names of any witnesses.

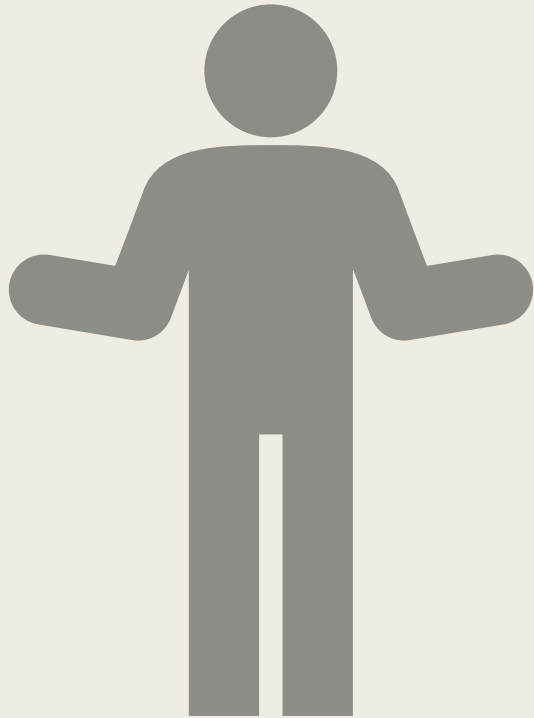
How to report harassment

- The complaint may be reported in person, by email, letter, or other method of communication
- Those that receive reports or complaints of sexual harassment or misconduct shall immediately relay such reports to the Mayor, City Councilmember, or City Attorney where appropriate.

Reporting Harassment

- It is important to report concerns of sexual harassment or inappropriate sexual conduct, regardless of the seriousness as soon as possible.
- The City cannot assist in stopping the harassment from continuing if it is unaware of the problem.

Difficulties with Complaints



- Complaints may be subtle, unclear, or different than those presented in this training
- Supervisors may not immediately know what to do or how to address a situation
- Employees reporting harassment may be embarrassed, upset, or have difficulty expressing the event



What to do when you don't know what to do

- If you receive a complaint and you are unsure what to do
- 1. Safety is the top priority. Ensure that the individual(s) involved are in a safe location.
- 2. Immediately call Mayor or City Attorney

Investigations

- City investigates all allegations of sexual harassment
- May retain outside expert to conduct investigation
- Witnesses may be interviewed



Duty to Cooperate in Investigations

- It is the responsibility of the City and each employee to create an atmosphere free of discrimination, harassment, and retaliation.
- The City requires the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained.
- Employees who fail to cooperate with an investigation conducted pursuant to this Policy, or who breach confidentiality resulting in a threat to the integrity of the investigation, may be disciplined up to and including censure or dismissal.

Confidentiality



The City shall take reasonable steps to maintain the confidentiality of the investigation, but makes no guarantees that the investigation shall remain confidential.



As part of its investigation, the City may need to interview witnesses or others with knowledge of the events or systems involved. For example, IT Services may be needed to retrieve emails or other communications from devices or servers.



The City may, but is not obligated to, inform the complainant of the results of the investigation and any corrective actions that have been or will be taken as a result of the investigation.

Retaliation

- Occurs when the City takes adverse action against someone because they engaged in protected activity (e.g., reporting discrimination, filing a complaint, participating in an investigation).
- Protected activity includes internal complaints, EEOC/Utah Labor Commission charges, requesting accommodations, or opposing unlawful practices.
- Retaliation claims often succeed even when the original discrimination claim does not.
- Adverse action is broadly defined — it can include discipline, demotion, schedule changes, exclusion, negative evaluations, or hostile treatment.
- Timing and documentation matter: sudden negative treatment after a complaint is a major red flag in litigation.

Disciplinary Action

- Harassment or Retaliation may result in disciplinary action up to and including,
 - *demotion,*
 - *probation,*
 - *transfer,*
 - *Public censure, or*
 - *termination.*



Strategies to Prevent Sexual Harassment

Strategies for Preventing Sexual Harassment

- **Speak up early when possible:** If it feels safe to do so, clearly tell the person that the behavior is unwelcome and must stop. Direct communication can sometimes prevent the behavior from continuing.
- **Document the conduct:** Keep notes of dates, times, locations, witnesses, and what was said or done. Documentation can be important if the issue needs to be formally reported.
- **Use reporting channels:** Report the conduct promptly so the City has the opportunity to address the issue.
- **Seek support from others:** Talk with someone you trust about the situation to obtain guidance and support.
- **Step in.** Bystanders should also speak up and report

Just the Tip of the Iceberg

- **Observed conduct may signal larger problems:** Behavior that appears minor on the surface may actually be an early indicator of more serious or repeated misconduct.
- **Early reporting helps prevent escalation:** Reporting smaller incidents allows the organization to address issues early and reduce the risk that the behavior will develop into more serious harassment or misconduct.
- **All should report:** In some situations, one individual may be in a better or safer position to report concerning conduct than another.
- **Don't assume that someone else has reported**





Report Safety Concerns

- Lights that are burned out or which do not work properly
- Doors or windows which do not shut or lock properly
- Parking areas or entrances with limited visibility or poor lighting
- Individuals that make inappropriate comments or paying inordinate attention to an individual
- If you see something, say something



Building the Case -

- Potential Evidence
 - *email*
 - *comments*
 - Public (In a public meeting)
 - Private (Social Media)
 - *Text messages*
 - *Actions*
- Witnesses
- Assume everything you say, write, or do will be reviewed by a court.

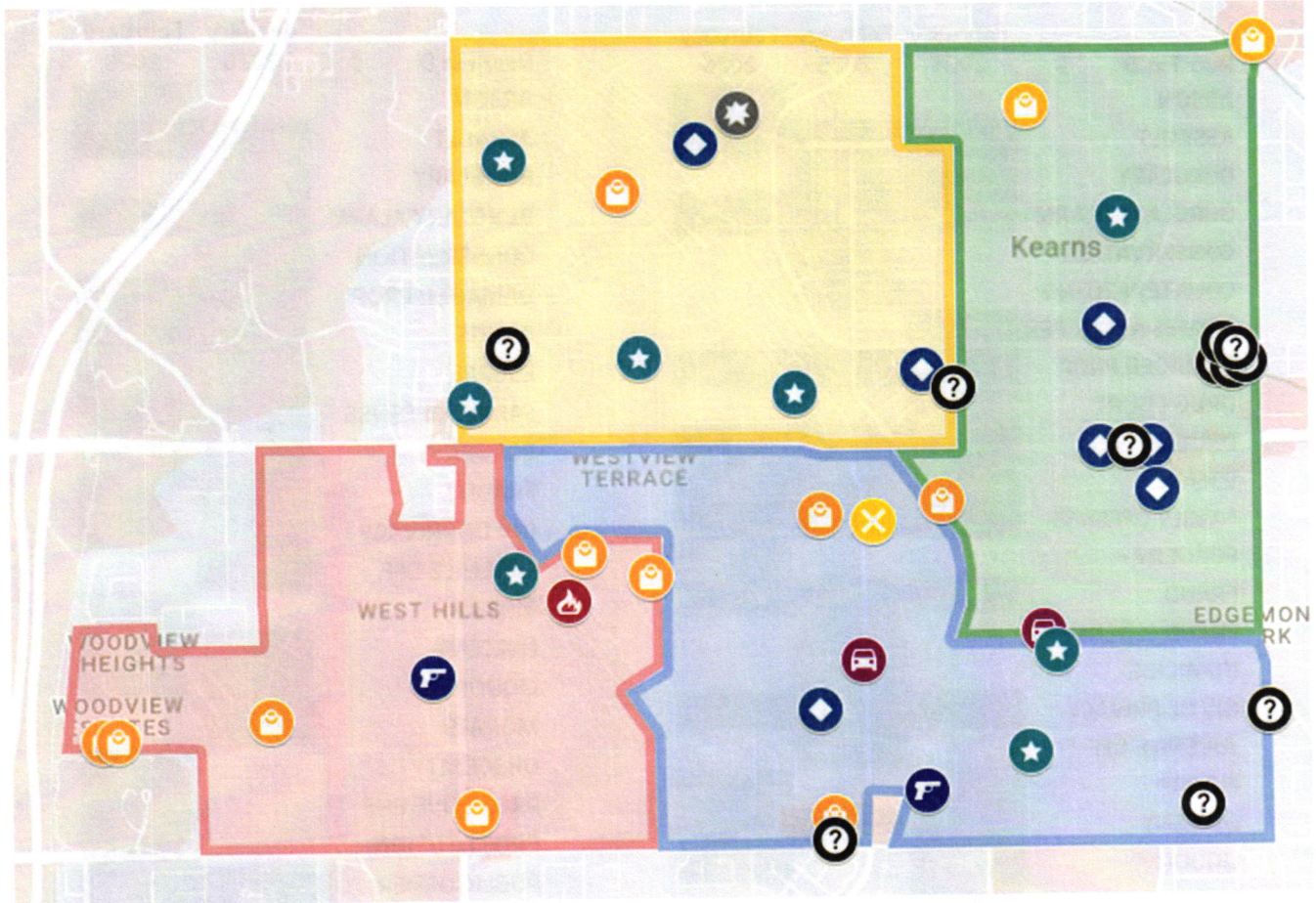
KEARNS PRECINCT PATROL ACTIVITY REPORT

FEBRUARY 2026

Rucr Ext D	February 2024	February 2025	February 2026
ARSON			1
ASSAULT	17	19	24
BURGLARY	3	2	
BURGLARY ALARM	4	10	6
CONSERVATION		1	
COUNTERFEITING		1	
CRIMES AGNST PER	1		
DAMAGED PROP	17	8	6
DRUG COURT	1		
DRUGS	13	7	15
ESCAPE	4	4	4
FAMILY OFFENSE	54	47	49
FORGERY			1
FRAUD	12	12	14
FRAUD ELDERLY		1	
HOMICIDE		1	
INV OF PRIVACY	14	8	6
JUVENILE OFF		2	
KIDNAP	1		2
LARCENY	16	28	17
LIQUOR	1		1
MORALS	1		
OBSCENITY	1		2
OBST POLICE	1		
PROACTIVE ENF	12		2
PROSTITUTION			1
PUBLIC ORDER	106	91	101
PUBLIC PEACE	116	69	80
ROBBERY	2	1	
ROBBERY ALARM	1	4	2
RUNAWAY	12		5
SEX ASSAULT	1		
SEX EXPLOIT	1		
SEXUAL ASLT	1	1	3
SEXUAL OFFENSE	7	6	4
STOLEN PROP	2		
STOLEN VEHICLE	14	7	6
TRAFFIC	127	79	82
WEAPON OFFENSE	3	2	4

Rucr Ext D	January 2026	February 2026
ARSON		1
ASSAULT	25	24
BURGLARY	1	
BURGLARY ALARM	11	6
CONSERVATION	1	
DAMAGED PROP	19	6
DRUGS	12	15
ESCAPE	2	4
FAMILY OFFENSE	54	49
FORGERY	3	1
FRAUD	11	14
INV OF PRIVACY	13	6
JUVENILE OFF	1	
KIDNAP		2
LARCENY	13	17
LIQUOR	1	1
MORALS	1	
OBSCENITY		2
PROACTIVE ENF		2
PROSTITUTION		1
PUBLIC ORDER	105	101
PUBLIC PEACE	100	80
ROBBERY	1	
ROBBERY ALARM		2
RUNAWAY	5	5
SEX EXPLOIT	1	
SEXUAL ASLT		3
SEXUAL OFFENSE	3	4
STOLEN VEHICLE	6	6
TRAFFIC	94	82
WEAPON OFFENSE	3	4
Grand Total	486	438

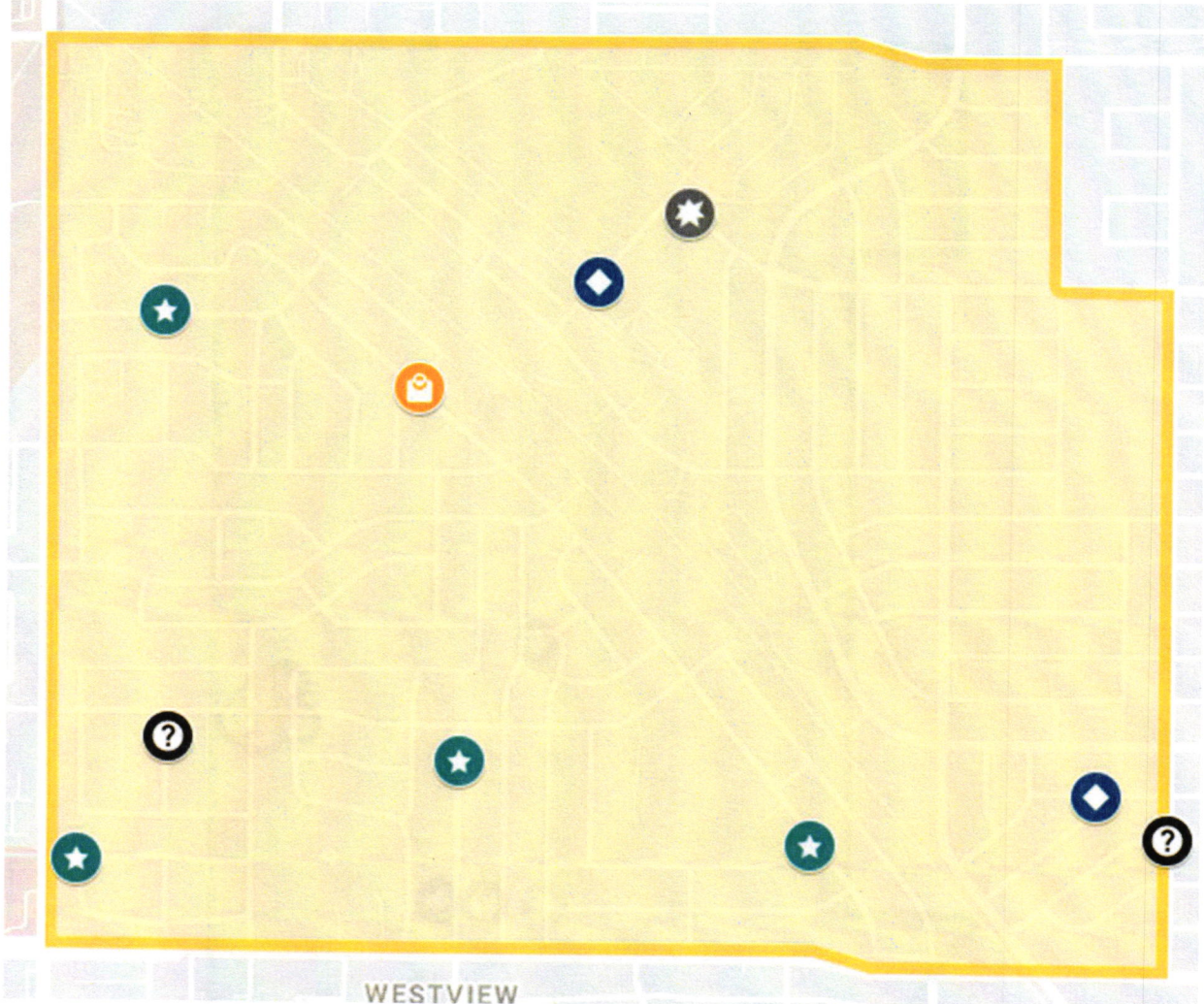
Case Report: Kearns
2026 – February



Total Number of Calls: 1102
Total Number of Cases: 438

- LEGEND:**
- Arson
 - Assault
 - Auto Theft
 - Burglary-Business or Reside...
 - Drive-By Shooting
 - Drug-related Offense
 - Graffiti
 - Homicide
 - Robbery
 - Suspicious Circumstance
 - Theft/Larceny
 - Weapon Violation

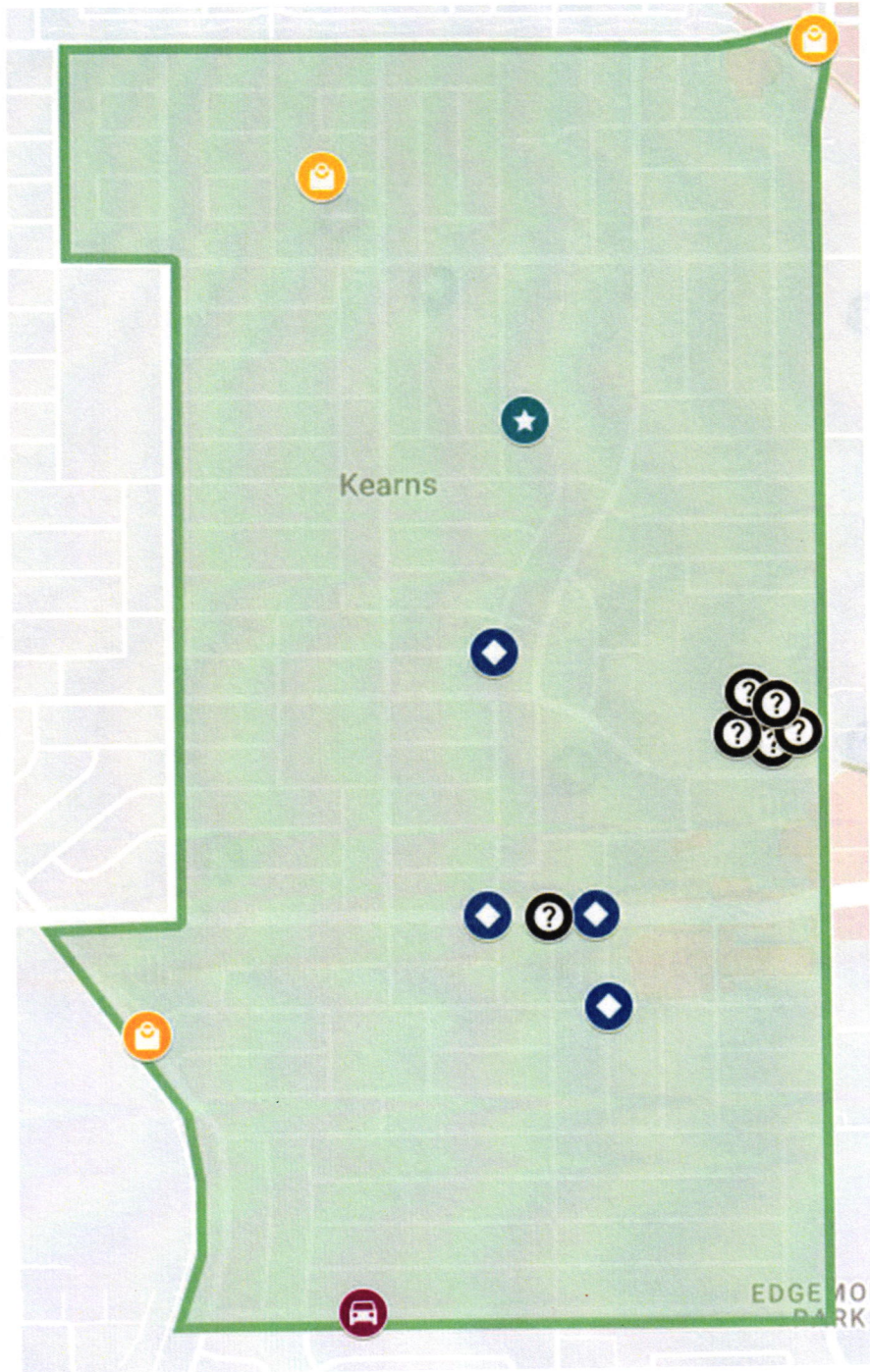
Case Report: Kearns District 1
2026 – February



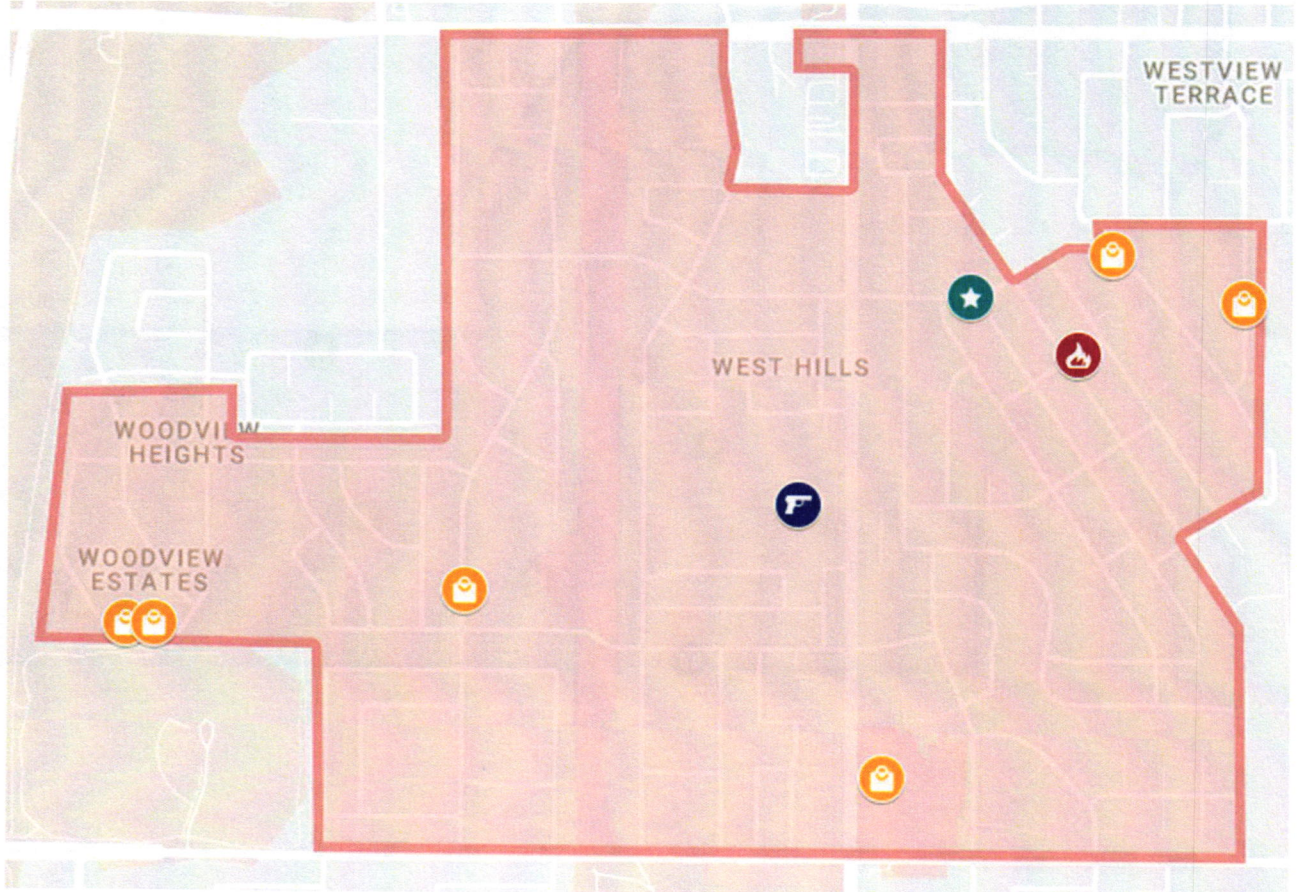
WESTVIEW

Case Report: Kearns District 2

2026 - February



Case Report: Kearns District 3
2026 – February



Case Report: Kearns District 4
2026 – February

