

KAYSVILLE CITY COUNCIL
March 5, 2026

Minutes of the regular Kaysville City Council meeting held on March 5, 2026, at 7:00 p.m. in the Council Chambers of Kaysville City Hall, located at 23 East Center Street, Kaysville, Utah.

Council Members Present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson, and Council Member Joshua McBride

Others Present: City Manager Jaysen Christensen, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Community Development Director Melinda Greenwood, Fire Chief Paul Erickson, Police Chief Sol Oberg, Asst. Police Chief Seth Ellington, Lt. Preston Benoit, Sgt. Lacy Turner, Ofc. Kassidee Stewart, Information Systems Assistant Ardi Harsano, David Erhart, Susan Erhart, Lance Kester, Mandy Kester, Chauntil Nelson, Ivan Trevino, McKinley Stewart, Derrick Stewart, Josh Belnap, Justin Metcalfe, Andy Oblad, Laurene Starkey, Jill Dredge, Tom Kerr, Cindy Kerr

OPENING

Mayor Tamara Tran called the Kaysville City Council meeting to order and welcomed those in attendance.

Council Member Blackham discussed Utah's caucus/convention system and signature-gathering process, noting concerns about representation due to the limited number of delegates involved in conventions. He encouraged participation in neighborhood caucuses while supporting signature gathering to expand voter involvement in primary elections. He also emphasized the value of local government experience among candidates seeking higher office and expressed appreciation for those who pursue both pathways. He then led the Pledge of Allegiance.

CALL TO THE PUBLIC

Josh Belnap addressed the Council. He clarified that although he is employed by the City, he was speaking in his capacity as a resident. Mr. Belnap shared a personal experience involving a serious family accident in which supplemental accident insurance played a critical role in covering significant medical expenses. He used this experience as an analogy to illustrate the importance of preparedness and advocated for consideration of a second fire station as a form of "insurance" for the community. He referenced emergency response times for residents on the west side of the city, stating that current response times are longer and emphasizing the potential risks associated with delayed emergency services. He used the remainder of his allotted time to underscore the duration of those response times and concluded by thanking the Council for their service.

PRESENTATIONS AND AWARDS

SWEARING-IN OF NEW KAYSVILLE POLICE OFFICER KASSIDEE STEWART

Police Chief Sol Oberg introduced Kassidee Stewart as the newest member of the Kaysville Police Department. He reported that Officer Stewart joined the department with all required certifications already completed, which allowed her to begin active duty immediately. Chief Oberg noted that she performed well during her time at the police academy, including both testing and scenario-based evaluations, and indicated that she had already begun field work and was performing well in her duties.

Mayor Tran invited Officer Stewart to share her motivation for entering law enforcement. Officer Stewart explained that she has long been interested in investigative work and expressed a desire to help others, particularly individuals who may not be able to advocate for themselves.

City Recorder Annemarie Plaizier administered the oath of office to Officer Kassidee Stewart. Following the oath, Officer Stewart's family was invited to participate in a badge pinning, and photographs were taken with the Council and family members.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were declared.

CONSENT ITEMS

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

- a) Approval of Minutes from the February 19, 2026 City Council meeting.
- b) A Resolution Approving an Interlocal Agreement with Davis County for the Angel Street Extension Grant.
- c) A Resolution Approving an Interlocal Agreement with UDOT for a Concept Study Evaluating the 200 North Interchange Area.
- d) Rezone Request for Pioneer Park Property at 1285 South Angel Street (Parcels #080220044 and #084320836) from R-A (Agricultural Residential) to PU (Public Use).
- e) Rezone Request for Trappers Park Property at 2185 West 200 North (Parcels #115920229, #115910150, #11593001, and #151680439) from R-1-LD and R-A to PU (Public Use).

Council Member Hunt seconded the motion.

The vote on the motion was as follows:

Council Member Jackson, Yea
Council Member Adams, Yea
Council Member Blackham, Yea

Council Member McBride, Yea
Council Member Hunt, Yea

The motion passed unanimously.

ACTION ITEMS

REZONE REQUEST FOR PROPERTY LOCATED AT 1 WEST 100 SOUTH FROM PB (PROFESSIONAL BUSINESS) TO CC (CENTRAL COMMERCIAL) FOR JUSTIN METCALFE

Community Development Director Melinda Greenwood presented the request to rezone the property, explaining that it originated from discussions between Mr. Metcalfe and planning staff regarding signage limitations under the existing Professional Business (PB) zoning. Staff had identified two potential options for the applicant: pursuing a text amendment to expand permitted signage in the PB zone or applying for a rezone to Central Commercial (CC). The applicant elected to pursue the rezone.

Ms. Greenwood provided an overview of the property's location near 50 West and Main Street and reviewed surrounding zoning, including adjacent Professional Business and residential zones, as well as nearby Central Commercial areas. She noted that the Future Land Use Map designates the property for commercial use, and both the existing and proposed zoning align with the General Plan.

She outlined key differences between the zones, explaining that the PB zone limits uses primarily to professional offices, while the CC zone allows a broader range of uses, including retail, service, and entertainment-related uses. Although the applicant indicated no intent to change the current use, staff noted that rezoning would allow for more intensive uses in the future if ownership or development changes occur.

Ms. Greenwood emphasized that signage was the primary driver of the request. Under the PB zone, signage is limited to monument and wall signs, with a maximum height of five feet for monument signs. In contrast, the CC zone allows a wider variety of sign types, including pole signs up to 30 feet in height. Based on the property frontage, the maximum allowable sign area would be approximately 127.5 square feet. She also noted that electronic message centers are permitted in both zones but require conditional use approval.

Additional differences discussed included building height limits and setbacks. The PB zone includes setback requirements intended to buffer adjacent residential uses, while the CC zone does not require setbacks. Ms. Greenwood reported that the Planning Commission held a public hearing on February 12, during which one resident expressed concern about potential signage impacts on nearby residential properties. The Planning Commission voted 4-0 to recommend approval but noted concerns regarding potential impacts, particularly related to signage and suggested that a development agreement could be used to establish limitations.

Mayor Tran invited the applicant, Justin Metcalf, to speak. Mr. Metcalf confirmed that he has

operated his business at the location for over 20 years and explained that limited visibility has affected public awareness of his business. He described a proposed sign approximately 10 feet tall and 5 to 10 feet wide, oriented toward Main Street, and explained that the property's lower elevation reduces visibility. He noted that previous attempts to install a monument sign were unsuccessful due to right-of-way and utility constraints. He explained that the need for updated signage is further driven by a recent transition from a branded insurance provider to an independent business model, requiring rebranding and increased visibility. He also stated that he had communicated with a neighboring property owner to ensure the proposed sign would not obstruct existing signage.

Mr. Metcalf indicated that no final decision had been made regarding whether the sign would be electronic and stated that cost considerations would likely determine that decision. He expressed willingness to consider limitations and noted that the sign would primarily be visible from Main Street and would not significantly impact nearby residential properties.

Council Member Jackson expressed concern that rezoning would allow signage up to 30 feet in height and stated that he would prefer to limit that through a development agreement. He suggested a height limitation of approximately 15 feet and additional restrictions on sign size to maintain compatibility with surrounding uses. Council Member McBride asked about setbacks and sign placement. Ms. Greenwood clarified that the CC zone does not require setbacks for buildings but that sign placement must comply with setback requirements and cannot encroach into the public right-of-way. She indicated that the existing building appears to meet minimum buffering requirements with adjacent residential zoning.

Mayor Tran added that she had visited the site and observed that the property is somewhat recessed from Main Street, which limits visibility. She indicated that this helped explain the applicant's desire for improved signage. Mr. Metcalf reiterated that he values operating his business in Kaysville and expressed a desire to remain at the current location, emphasizing that the proposed changes are intended to improve visibility and make the site more functional for his business.

Council Member Hunt sought clarification on current signage allowances under the existing PB zoning. Ms. Greenwood confirmed that the current zoning permits only a monument sign with a maximum height of five feet, although electronic message centers may be incorporated within that limitation. Ms. Greenwood further clarified that the PB zone was intended to allow lower-intensity commercial uses while minimizing impacts on adjacent residential properties. Mr. Metcalf added that his property had never installed a monument sign, as its location would not provide sufficient visibility, and instead previously relied on signage mounted on the building.

Council Member McBride revisited questions regarding the intent of the PB zone, asking whether it was designed to provide a buffer for adjacent residential areas. Ms. Greenwood responded that the zone was generally intended to allow adaptive reuse of residential properties for lower-intensity commercial uses, particularly in areas where residential use along major corridors was less desirable. She noted that such zoning aimed to minimize impacts on nearby residential properties but could not speak specifically to the original zoning decision for this parcel.

Council Member McBride raised concerns about a nearby city-owned parking area and questioned

whether the placement of a business sign near that area could create confusion about ownership of that property, particularly given existing parking challenges along Main Street. Mr. Metcalf clarified that he does not intend to claim the area and supports its continued use as public parking. He further stated that the proposed sign location would be clearly situated on his property and would not create confusion regarding ownership of the adjacent parking area. Council Member Blackham expressed concern about installing signage identifying the area as public parking, noting it could encourage long-term use by nearby residents.

Ms. Greenwood recommended that the applicant consult a sign company to refine the proposal and ensure any limitations would still allow adequate visibility. Mr. Metcalf agreed and indicated that a sign between 10 and 15 feet would likely meet his needs. Mayor Tran summarized that the Council was generally supportive of moving forward with a development agreement to establish limitations but was not prepared to finalize details without additional information.

Council Member Jackson made a motion to table the rezone request for the property located at 1 West 100 South pending a development agreement, which was seconded by Council Member Adams.

The vote on the motion was as follows:

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

The motion passed unanimously.

A RESOLUTION AMENDING THE KAYSVILLE CITY PERSONNEL RULES AND REGULATIONS REGARDING INTRODUCTORY PERIODS FOR NEWLY HIRED AND PROMOTED EMPLOYEES

City Attorney Nic Mills presented the proposed resolution to amend the City's Personnel Rules and Regulations regarding introductory (probationary) periods. He explained that the amendment would retain the standard six-month introductory period but allow for an extension up to one year for positions requiring extensive training. He noted that the change would apply to both newly hired employees and employees promoted into new positions. Mr. Mills stated that the purpose of the amendment is to provide adequate time for the City to evaluate employee performance, particularly in departments such as police and fire, where required training significantly reduces the time available for evaluation during the initial six-month period.

Mayor Tran expressed support for the proposed amendment and indicated that it was a practical adjustment. She invited comments from the Council; none were offered.

Council Member Adams made a motion to approve the resolution amending the Kaysville City Personnel Rules and Regulations regarding introductory periods for newly hired and promoted

employees. The motion was seconded by Council Member McBride.

The vote on the motion was as follows:

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

The motion passed unanimously.

PLACING A GENERAL OBLIGATION BOND ON THE BALLOT FOR A FIRE STATION

City Manager Jaysen Christensen provided an update on the ongoing consideration of a general obligation bond to fund construction of a second fire station. He explained that the Council has discussed the need for a westside fire station for several years and referenced a November strategic work session in which the Council expressed preliminary support for pursuing a bond to allow residents to vote on the project. He reported that staff has initiated preliminary steps, including issuing a request for qualifications for architectural services to develop a high-level schematic design and cost estimate. He indicated that results are expected within approximately two months and that the current estimated project cost of \$16 million is not anticipated to change significantly.

Mr. Christensen clarified that the item was not a formal action to place the bond on the ballot but a checkpoint to confirm whether the Council wished to continue moving forward. He explained that formal action, including adoption of ballot language and tax impacts, would occur at the August 20 meeting, after which the measure would be submitted for the November ballot. He reviewed preliminary financial estimates, noting annual debt service of approximately \$1.1 to \$1.2 million each year, resulting in an estimated annual impact of \$114.90 for a home valued at \$690,000. He further explained that full staffing of the station would cost approximately \$2 million annually, adding an estimated \$195 per year, for a combined estimated impact of approximately \$310 annually. He emphasized the importance of clearly communicating both capital and operational costs of this project.

Mayor Tran acknowledged the importance of clearly communicating the full financial impact to residents. She then asked for public comments.

David Erhart, a resident living in Kaysville's west-side, addressed the Council and emphasized the public safety concerns associated with current response times in that area. He stated that westside residents face elevated risk due to longer emergency response times and referenced prior Council discussions and fire department data indicating that response times in those areas exceed established standards. He expressed concern that relying solely on a ballot initiative could delay or prevent necessary action and urged the Council to commit to pursuing alternative solutions if the bond were not approved by voters. He emphasized the importance of leadership in addressing public safety needs and encouraged the Council to ensure that the issue would not remain unresolved.

Following public comments, Council Member McBride confirmed that the financial estimates were based on market value. Council Member Blackham emphasized the need for clearer communication of financial impacts across a range of home values and suggested phasing costs over multiple years to reduce the immediate burden on residents. Mr. Christensen confirmed that initial design costs would likely require a budget amendment in the next fiscal year, while construction and staffing costs would occur in subsequent years, and stated that staff would provide additional materials illustrating cost impacts and timelines. He reiterated the complexity of balancing public safety needs with broader financial considerations and confirmed that staff would prioritize transparency in future outreach materials.

Council Member Adams asked whether there had been any discussion regarding the possibility of Fruit Heights contracting again with the Kaysville Fire Department, and whether staff were aware of the timeline for their current contract with Farmington. Fire Chief Paul Erickson stated that he was not familiar with the specifics of the contract, including its duration. Mr. Christensen added that, based on conversations, the agreement was believed to have approximately two years remaining, though he had not personally reviewed the contract.

Council Member Adams noted that he had spoken with some newer members of the Fruit Heights City Council who expressed interest in potentially reestablishing a service agreement with Kaysville. He suggested that such an arrangement could help offset operational costs for the proposed fire station, estimating that it could reduce annual staffing expenses. Chief Erickson acknowledged that while such a partnership could be beneficial, those discussions would primarily occur at the administrative level between city leadership. He also noted that as neighboring cities expand westward, service dynamics and response considerations may become more complex.

Mayor Tran acknowledged the concerns raised regarding response times and public safety. She clarified that while there is an increased level of risk associated with current response times on the west side, the situation does not constitute an immediate lack of emergency coverage. Chief Erickson supported this clarification and noted that approximately 25% of the department's call volume occurs on the west side, indicating growing demand in that area, and emphasized that continued development will likely increase service needs.

Council discussion included the importance of carefully considering the bond on the ballot and public expectations. Council Member Blackham noted potential public perception issues based on past experiences with voter-rejected bonds, which led to public concern and criticism. Mayor Tran added that if a general obligation bond for the fire station were placed on the ballot and subsequently failed, it would be difficult for the city to pursue the same project through an alternative funding mechanism without undermining public trust. She emphasized the need for the Council to make a deliberate and transparent decision regarding whether to move forward with placing the bond before voters.

Chief Erickson explained that a failed bond could significantly delay the progress on a new fire station and would likely result in substantially higher construction costs over time. He also referenced the relatively modest long-term financial savings associated with using a general obligation bond compared to other funding mechanisms, suggesting that the financial benefit

should be weighed against the potential risks of delay.

Council Member Blackham reiterated that, while public safety is critical, many residents are currently experiencing financial strain, which must be considered in the decision-making process. He expressed concern about the cumulative financial impact of multiple recent and anticipated increases, including utility rates and potential tax adjustments.

Council Member Adams suggested a potential interim solution if the general obligation bond were not approved, suggesting consideration of a smaller-scale solution focused primarily on emergency medical services. He indicated that such an approach could serve as an interim measure to improve response times for paramedic services without constructing a full fire station.

Chief Erickson responded that a single unit stationed on the west side would lack redundancy, meaning that once the ambulance was dispatched or transporting a patient, there would again be no coverage in that area. Many emergency calls require multiple personnel and resources, which cannot be adequately addressed by a single ambulance crew. It would also not resolve broader response time issues, as fire engines and additional personnel would still need to respond from the existing station. A standalone ambulance deployment would not provide the necessary infrastructure for personnel needs such as equipment storage, decontamination, or rest periods, and would not improve the City's insurance rating in the same way a full station would.

Council Member Adams acknowledged those limitations but reiterated that even a partial solution could provide some benefit by improving initial response times. Chief Erickson responded that while earlier arrival of initial responders could provide some benefit, effective response to critical incidents requires a full team of personnel and equipment, which would still be delayed without a fully staffed station.

Council Member Adams sought clarification on the purpose of the current agenda item. Mayor Tran clarified that the current item was for discussion only and that formal action would occur later. Mr. Christensen emphasized the value of early discussion to allow time for public education and Council consideration.

Council Member Adams expressed that he would be more comfortable proceeding after additional financial analysis and discussion, specifically requesting input from the Finance Director to better understand how the proposed costs would be phased over time and how they would align with the City's broader budget considerations.

Mayor Tran sought informal feedback from the Council regarding whether to continue pursuing a ballot approach. Mayor Tran also expressed that, based on community conversations, there appeared to be value in pursuing a ballot initiative to allow for broader public input, particularly given the scale and cost of the project. Council Members Adams, Blackham, and McBride indicated general support for proceeding in that direction.

Council Member Hunt expressed that the decision regarding the fire station and potential general obligation bond presents no ideal solution, noting the financial and public safety challenges involved. She explained that while she initially supported the bond as a way to move the project

forward after years of delay, she has become less comfortable with that approach over time due to the risks associated with voter approval. She stated that, while she would support the bond if the Council ultimately chose that path, she would personally prefer a more direct approach in which the city commits to completing the project on a defined timeline without relying on a ballot outcome.

Council Member Jackson shared that he had concerns about the cumulative financial impact of multiple anticipated utility and tax increases and noted that combining those with the fire station costs could result in a significant overall increase. He emphasized the importance of developing a clear contingency plan and additional financial projections, including a comprehensive view of anticipated costs and infrastructure needs over several years.

Chief Erickson agreed that a contingency plan would be appropriate if the bond were to fail but reiterated that any interim solution should still meet operational requirements for personnel and equipment, rather than relying on minimal or temporary arrangements. He also cautioned that proceeding with a project after a failed bond could create negative public perception.

The Council agreed to continue the item as a work item for further discussion and refinement. Council Member Blackham made a motion to return the item to a Work Item format for ongoing discussion, which was seconded by Council Member Adams and passed unanimously. Mayor Tran indicated that the item would remain on future agendas for continued updates and discussion.

COUNCIL MEMBER REPORTS

Council Member Adams reported on his attendance at a Sunset City Council meeting, where he observed similar challenges related to increasing service costs, including higher expenses associated with dispatch services. He noted that the discussion reflected issues comparable to those facing Kaysville, particularly the difficulty of balancing service levels with financial constraints.

Council Member McBride reported on the completion of Kaysville University, a multi-week program that provided council members and staff with an opportunity to visit City departments and gain a comprehensive understanding of operations. He expressed appreciation to staff for their time and efforts in providing insight into departmental functions and collaboration.

Council Member Blackham added that the program reinforced his appreciation for City employees, noting their professionalism, dedication, and commitment to service. He stated that employees consistently demonstrate a strong work ethic and maintain a positive approach, even when Council decisions do not align with departmental preferences.

Council Member Hunt provided an update on the Youth Court program, reporting that 37 cases were handled during the past year, including offenses such as criminal mischief, substance-related violations, and shoplifting. She emphasized the program's role in allowing youth to address mistakes without long-term consequences and recognized the contributions of volunteers.

Council Member Jackson reported on legislative activity, noting the City's coordination with the Utah League of Cities and Towns in tracking and responding to proposed legislation. He

highlighted a bill related to outdoor advertising that would have limited municipal authority over billboard placement and height and reported that the bill was not advanced following opposition from cities and the League.

Mayor Tran provided additional legislative updates, recognizing Representative Ariel Defay for sponsoring legislation addressing “micro schools.” She explained that prior law allowed such schools in residential areas without local control, and the new legislation provides municipalities with authority to establish reasonable location parameters. She noted that the bill passed and expressed appreciation for collaboration between local and state officials. Mayor Tran also thanked residents for their engagement and City staff for their ongoing work supporting City operations.

CITY MANAGER REPORT

City Manager Jaysen Christensen announced a budget work session scheduled for March 13, where preliminary budget projections and updated financial planning approaches would be presented. He also provided an update on the joint Field House project with the school district, stating that although bids exceeded initial estimates, value engineering efforts reduced costs and the City’s contribution will remain capped at approximately \$10.5 million, with the school district covering the additional amount. Construction is expected to begin the following month, with completion anticipated in fall 2027.

Mr. Christensen also encouraged community participation in upcoming events related to the America 250 celebration and Independence Day activities, including the City’s parade. Mayor Tran expressed appreciation for volunteers assisting with event planning.

ADJOURNMENT

Council Member Adams made a motion to adjourn the meeting at 8:44 p.m. The motion passed unanimously.