KAYSVILLE CITY COUNCIL
May 21, 2026

Minutes of the regular Kaysville City Council meeting held on May 21, 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, Police Chief Sol Oberg, School Resource Officer Mike Criddle, Victim Services Jennifer Winchester, KPD Therapy Dog Walter, Parks and Recreation Director Cole Stephens, Public Works Director Josh Belnap, Information Systems Director Ryan Judd, Youth Court Advisor Kim Smith, Val Starkey, Megan Snow, Paul Belnap, Jason Gagner, Allyson Stenquist, Dave McSwain, Kenneth Wilson, Krysten Wheeler, Sheila McSwain, Hailey Christensen, Randi Von Bose, Lisa Von Bose, Mack Smith, Mary Smith, Kaden Smith, Kennedy Smith, Tom Winegar, A. Kaye Winegar, Ryan Smith, Landon Jacobs, Shannon Seymour, Mark Oveson, Shalei Valentine, Carol Avery, Rick Avery, Queenie McKenzie Aydelott, Matthew Mann, Shauna Mann, Miranda Mann, R. Paul Toller, Chris Hogan, Jed Stanger, Douglas Stanger, Shane Reeves, Lacey Reeves, JJ Snow, Emma Snow, Ellie Snow, Elsie Snow, Wendell Peery, Ellen Payne, Donald Payne, Trevor Pole, Elizabeth Belnap, Mike Jensen, Becky Jensen, Ami Seamons, Jared Smith, Steven Pederson, Aleesha Marshall, Ryan Marshall, Heather Jenkins, Sheri Willey, Matthew Willey, Susan Erhart, David Erhart, Matt Loveland, Kirk Olsen, Patricia Cottrell, Layton Cottrell, Doug Cary, Heather Cary

OPENING

Mayor Tran called the Kaysville City Council meeting to order and welcomed those in attendance. She announced that Council Member Adams, who had been scheduled to provide the opening, was delayed returning from a candidate election debate.

Council Member Hunt offered the opening remarks. She acknowledged the extensive work the City Council had been doing on the proposed budget and stated that members were working to balance the city's long-term needs with the financial impacts on residents. She also thanked the public for the numerous emails submitted regarding the rezone request, noting that the council had reviewed as many as possible and values public input when making decisions. The audience then joined in the Pledge of Allegiance.

Before proceeding with the agenda, Council Member Blackham recognized the Parks Department staff for their work preparing the Kaysville City Cemetery for Memorial Day. He commended the condition of the cemetery and encouraged residents to visit during the holiday weekend. Mayor Tran reminded the public that the city's annual Memorial Day program would be held at the cemetery on Memorial Day at 10:00 a.m.

CALL TO THE PUBLIC

Val Starkey addressed the council regarding plans for a west side fire station. He expressed support for maintaining a strong fire department but encouraged the council to consider a phased construction approach rather than constructing a fully staffed station through a single general obligation bond. He referenced previous council discussions, cited examples of phased fire station projects in other Utah communities, and requested additional discussion before moving forward.

Megan Snow addressed the council regarding her proposal to rezone the property at 42 West Center Street. She explained that she wished to preserve the historic Barnes House by converting it into a community event venue that could host weddings, community events, historic tours, and other activities while preserving the home's legacy. Ms. Snow stated that the proposal aligned with the city's vision of preserving historic landmarks and creating community gathering places. She acknowledged existing parking challenges along Center Street and suggested the city consider broader parking solutions that would benefit the entire corridor. She concluded by asking the council to view the proposal as an opportunity to preserve a historic landmark while serving the community.

Council Member Adams arrived.

PRESENTATIONS AND AWARDS

PRESENTATION AND PROCLAMATION TO KIM SMITH FOR HER SERVICE AS YOUTH COURT ADVISOR, PRESENTED BY THE KAYSVILLE POLICE DEPARTMENT

Police Chief Sol Oberg recognized Kim Smith for her 25 years of service as founder and advisor of the Kaysville City Youth Court. He stated that Youth Court had become one of Kaysville's most valuable public safety programs and summarized Ms. Smith's role in establishing the program in 2000 after working with the Police Department and City Council to bring the concept to Kaysville.

Chief Oberg highlighted the program's accomplishments during Ms. Smith's tenure, noting that Youth Court had heard nearly 1,100 cases, involved more than 450 student judges, generated approximately 41,000 volunteer hours, and provided thousands of community service hours, educational assignments, apology letters, and peer counseling opportunities. He stated that the program had helped young people develop leadership skills, compassion, accountability, and a commitment to serving others. On behalf of Kaysville City and the Police Department, Chief Oberg thanked Ms. Smith for her vision, leadership, and lasting impact on the community.

Ms. Smith thanked the city for the recognition and expressed appreciation to the City Council, Police Department, and everyone who had helped establish and sustain the program over the past 25 years. She also recognized Randi Von Bose and Natalie Clemens, who would assume leadership of the Youth Court program, and expressed confidence in its continued success. Ms. Smith concluded by stating that it had been an honor to serve and that Kaysville is a wonderful community.

Mayor Tran thanked Ms. Smith for her extraordinary volunteer service and presented her with a proclamation recognizing her dedicated service and contributions to the Kaysville City Youth Court program.

KAYSVILLE POLICE DEPARTMENT ANNUAL REPORT

Police Chief Sol Oberg presented the Kaysville Police Department's annual report and reviewed department operations during the previous year. He reported that calls for service and traffic enforcement remained relatively consistent with recent years, averaging approximately 10,000 calls for service and 5,000 traffic stops annually. While some crime categories had increased and others had decreased, he noted that the most significant increase involved child abuse and neglect investigations, which require extensive training and investigative resources. Although Kaysville's statewide public safety ranking had declined from second to eleventh in recent years, Chief Oberg emphasized that Kaysville remains a very safe community.

Chief Oberg reviewed several personnel changes during the year, including resignations, retirements, the loss of a member of the department's leadership team following a terminal illness, and the hiring of new officers. Despite those challenges, he reported that the department was currently fully staffed, with two officers completing field training. He also highlighted the addition of a police sergeant position, stating that it had improved departmental efficiency, accountability, transparency, and supervision. He noted that a recently completed five-year staffing study would help guide future staffing decisions and that recent staffing additions were consistent with its recommendations.

In response to a question from Mayor Tran, Chief Oberg confirmed that the department was currently fully staffed. Mayor Tran thanked the department for its weekly public information reports and community outreach regarding scooter and electric bicycle safety. Chief Oberg explained that the reports were created to better communicate crime trends and safety information following a series of firearm thefts from unattended vehicles. He also noted that officers had recently provided safety presentations at local junior high schools before the end of the school year.

Council Member Adams asked Chief Oberg to discuss reports of a planned juvenile gathering at Smith's. Chief Oberg explained that law enforcement had been monitoring a growing regional trend of large juvenile gatherings that had resulted in criminal activity in several communities. He described a recent Kaysville incident involving approximately 300 juveniles where fireworks were discharged into the crowd, shoplifting occurred, and a business temporarily locked its doors for safety. He stated that similar gatherings were being planned in neighboring communities and that additional officers would be assigned to the Smith's location while the department used social media to encourage parents to be aware of the gatherings and their associated risks.

Chief Oberg stated that the incident also highlighted staffing challenges because only two officers had been on duty when the gathering occurred. He noted that the recently completed staffing study would help guide future discussions regarding personnel needs.

Council Member Hunt asked whether community programs and recreational opportunities help prevent crime. Chief Oberg responded that although he was unaware of specific statistical evidence, he believed strong community connections and youth involvement positively influence public safety. Council Member Hunt thanked the department and stated that participating in ride-alongs had given her a greater appreciation for the situations officers routinely encounter.

Council Member Jackson asked whether the juveniles involved in the large gatherings were primarily Kaysville residents. Chief Oberg responded that while some local youth participated, many attendees came from surrounding communities and the gatherings were often organized through social media. Council Member Jackson stated that Kaysville juveniles involved in criminal activity should be held fully accountable. Chief Oberg noted that several referrals from the recent incident had been forwarded to the juvenile court system.

Council members thanked Chief Oberg and the Police Department for their service and continued efforts to keep Kaysville a safe community.

At the conclusion of the report, Chief Oberg introduced Victim Advocate Jennifer Winchester and explained that, as required by the state grant funding her position, she would present her annual report to the City Council.

VICTIM ADVOCATE PROGRAM PRESENTATION

Victim Advocate Jennifer Winchester presented an overview of the city's victim services programs and explained that her report was required as part of the grant funding for her position. She reviewed the Violence Against Women Act grant, which funds a detective assigned to investigate sexual assault, domestic violence, and stalking cases involving victims ages 11 and older. She stated that the two-year grant totaled $79,000 and that the city was currently in the second year of the funding cycle. During the current reporting period, the detective had investigated 100 cases, including 65 sexual assault cases, 20 domestic violence cases, and 15 stalking cases, resulting in 13 sexual assault charges.

Ms. Winchester also reviewed the Utah Victim Services Provider Grant, which funds the city's victim advocate program. She explained that Kaysville is the only program in Davis County receiving that funding and that the grant, totaling $130,000, extends through the following year. She stated that the program assists victims of all crimes by helping them navigate the criminal justice process and access needed resources. Through the third quarter, the program had served 285 victims and provided approximately 6,500 services. She anticipated serving more than 400 victims by year end and noted that the program had assisted more than 2,300 victims overall. Ms. Winchester emphasized that although Kaysville remains a safe community, the demand for victim services continues to increase.

Ms. Winchester then introduced a victim who had participated in the program since 2023. The victim described her experience with domestic violence and explained that the victim advocate program and Kaysville Police Department provided ongoing assistance throughout a lengthy legal process. She stated that Ms. Winchester helped her navigate the court system, obtain protective orders, access emergency resources, coordinate services, and develop safety plans for herself and her children. She also expressed appreciation for the professionalism, compassion, and specialized training of the officers involved in her case and stated that the outcome for her family would have been very different without the support she received.

Following the victim's remarks, Ms. Winchester stated that the testimony demonstrated the value of the program more effectively than statistics alone. Mayor Tran thanked the victim for sharing her experience, commended her courage, and expressed appreciation to Ms. Winchester and Chief Oberg for the services provided through the victim advocate program.

Council Member Jackson asked about the grant cycle and whether funding ended after two years. Ms. Winchester explained that the grants require reapplication every two years and noted that available funding has been decreasing. She stated that the city currently funds approximately 38 percent of the program's cost and explained that her annual reports help illustrate the needs behind the statistics. In response to a question about community support, she explained that donations to the program's emergency assistance fund help provide hotel stays and other crisis-related needs, and that gift cards, gas cards, and monetary donations are especially valuable because they can be used quickly and flexibly. Council Member Jackson expressed support for the program and thanked Ms. Winchester and the victim for their presentation.

COMMUNITY PRESENTATION REGARDING OPEN SPACE

Paul Belnap, a longtime Sunset Drive resident, addressed the council regarding open space and the proposed Symphony Homes rezone. He stated that residents value the character of west Kaysville and acknowledged Symphony Homes' past developments that incorporated open space, trails, and community amenities. He said those neighborhoods were developed under the city's long-term planning and zoning framework and that residents expected those development patterns to be maintained.

Mr. Belnap reviewed the planning history for west Kaysville, stating that general plans dating back to the early 2000s identified the area for low-density residential development of zero to two units per acre. He noted that Symphony Homes purchased the property knowing the surrounding zoning consisted primarily of R-A, R-1-20, A-1, and A-5 districts and referenced the city's stated purpose of protecting quiet residential neighborhoods.

Mr. Belnap explained that several existing developments in west Kaysville include smaller lots because developers received open space credits in exchange for providing amenities such as trails, the equestrian center, and other community improvements. He estimated that Sunset Equestrian Estates contains approximately 25 acres of open space and noted that completion of the equestrian center had been required under a previous development agreement. He presented photographs of trails, open space, and neighborhood amenities, stating that they enhance neighborhood connectivity, support equestrian and pedestrian use, and contribute to the area's character. He expressed concern that the proposed Horizon development did not provide sufficient information regarding open space, trail connectivity, or integration with the surrounding area.

Mr. Belnap requested that Symphony provide a more comprehensive plan for the broader area, including adjacent properties that may be developed in the future. He stated that residents were willing to discuss alternatives, including larger lots or higher density west of 550 West, if the proposal included meaningful open space, trail connections, and a clear overall development plan. He also expressed concern regarding the proposed density, traffic impacts on 550 West, and language in the draft development agreement stating that the project was compatible with the city's goals and objectives.

Mr. Belnap concluded by asking the City Council to deny the requested rezone. Although he acknowledged that Symphony's revised proposal included some larger lots, he stated that it still lacked the open space, trail connections, and comprehensive planning information necessary to support the request. With the mayor's permission, he asked those in attendance who opposed the rezone to stand or raise their hands. Mayor Tran thanked him and the audience for remaining respectful.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts of interest were declared.

CONSENT ITEMS

Council Member Hunt made a motion to approve the consent item, Approval of Acquisition and Transfer of Property Related to the Thornfield Road Storm Drain Culvert Project. The motion was seconded by Council Member Adams.

The vote on the motion was as follows:

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

The motion passed unanimously.

ACTION ITEMS

REQUEST TO REZONE 14.7 ACRES AT APPROXIMATELY 1820 SOUTH SUNSET DRIVE (PARCELS #08-694-0005, 08-027-0009, AND 08-027-0008) FROM R-A AND A-1 TO R-1-10 AND R-1-6 FOR SYMPHONY HOMES (TABLED ITEM)

Community Development Director Melinda Greenwood presented the request from Symphony Homes to rezone approximately 14.7 acres located near 1820 South Sunset Drive. She explained that the future land use map identifies the area as single-family residential. Although the agenda language referenced R-1-10 and R-1-6 zoning, she stated that the applicant's current request had changed to R-1-10 zoning only. Ms. Greenwood reviewed the revised concept plan, which proposed 40 single-family lots averaging 12,649 square feet, with lot sizes ranging from 7,200 to nearly 20,000 square feet and an overall density of approximately 2.8 units per acre. She noted that the revised plan reduced the number of lots from 45 to 40 while increasing the average lot size from approximately 10,000 square feet.

Ms. Greenwood stated that the city had adequate culinary water to serve the proposed development and referenced the recently adopted general plan language addressing water availability and land use as required by state law. She explained that if approved, the development agreement would run with the land and establish development standards for the project. The agreement would limit the development to 40 lots with no lots smaller than 7,000 square feet, establish fencing, landscaping, phasing, and setback requirements, require all intersections to meet AASHTO standards, and prohibit construction of more than 30 homes until secondary access was provided in accordance with fire code. She noted that the Planning Commission had previously recommended approval of an earlier version of the proposal that included both R-1-10 and R-1-6 zoning.

Mayor Tran opened the public comment portion of this action item.

Jason Gagner stated that although Symphony Homes had been working on the project for several years, he did not believe the proposal adequately addressed neighborhood concerns or reflected the surrounding community. While acknowledging that staff had stated sufficient culinary water was available, he expressed concerns regarding pipe capacity, water pressure, wildfire risk, emergency response capabilities, traffic congestion, pedestrian safety, and the long-term impacts of the proposed density. He stated that the development would primarily benefit the developer while leaving the city and surrounding residents to address future consequences.

Allyson Stenquist, whose home is adjacent to the proposed development, thanked the council for listening to residents. She stated that the proposed transition from A-1 and R-A zoning to R-1-10 represented a significant change for the area. She explained that when her family sold property to Symphony Homes, they understood the development would include half-acre lots along Sunset Drive with quarter-acre to one-third acre lots farther west, and that this understanding influenced their decision to sell. She stated that Symphony had initially communicated openly with surrounding property owners, but that transparency had diminished after the original rezone request was withdrawn. Ms. Stenquist expressed concern that another revised plan had been introduced without neighboring residents knowing beforehand that the request had changed to R-1-10 zoning. She also noted that the proposed layout would surround a neighboring one-acre parcel with six lots and expressed support for preserving additional open space, stating she would have welcomed the opportunity to preserve agricultural land through a conservation easement.

Dave McSwain stated that Symphony Homes had previously presented the project as similar to its Preserve development and had shown neighboring residents examples of homes proposed for half-acre lots along Sunset Drive. He expressed disappointment that the revised proposal no longer reflected that concept. Mr. McSwain also supported earlier comments regarding open space and emphasized the importance of protecting nearby equestrian and therapeutic uses, including Bridle Up Hope. He stated that additional trail connections would better integrate the development with the surrounding community and expressed concern that residential development adjacent to agricultural uses often results in conflicts over odors, livestock, and other agricultural activities. He also noted that the nearby Crested Peak subdivision contained lots approaching one-half acre and stated that he saw little difference between that development and the subject property.

Kenneth Wilson stated that when he purchased his home in a previous Symphony Homes development, residents contributed toward amenities such as trails, open space, and a swimming pool. He encouraged the council to preserve the established character of the neighborhood and expressed concern that additional traffic would worsen existing bicycle safety issues along Sunset Drive and near the roundabout.

Following public comment, Mayor Tran invited Matt Loveland, representing Symphony Homes, to address the council.

Mr. Loveland reviewed the evolution of the proposal, explaining that Symphony had considered several development concepts over the past several years, beginning with a larger master-planned community and later revising the project in response to comments from the Planning Commission, City Council, and neighboring residents. He stated that the revised proposal addressed concerns regarding density, lot size, setbacks, driveway lengths, side-yard separation, transition to existing neighborhoods, and the planned 550 West connection.

Mr. Loveland clarified that Symphony Homes controls only the property highlighted on the presentation map and does not own surrounding properties. He stated that Symphony supports the future connection of 550 West to Angel Street and intends to construct that connection during the life of the project. He explained that Symphony would dedicate the entire additional 16 feet of right-of-way needed for 550 West from its own property rather than splitting the dedication between adjoining properties in order to minimize impacts on Bridle Up Hope. He also described plans for equestrian and pedestrian trail connections intended to link the development with the existing Sunset Equestrian trail system and stated that Symphony intended to incorporate Bridle Up Hope into the overall character of the future neighborhood.

Mr. Loveland explained that Symphony had reduced the project from four housing product types to two by eliminating townhomes and rear-load detached homes. The revised plan reduced the number of lots from 45 to 40 while increasing the average lot size to approximately 12,650 square feet. He stated that the smaller lots were redesigned to provide deeper backyards and explained that the proposed five-foot side setbacks would allow homeowners the option of adding third-car garages rather than maximizing house width. He also noted that curved streets were intentionally incorporated to create a more varied streetscape and avoid the appearance of row housing.

Council Member Adams asked why Symphony was not simply extending the existing Sunset Equestrian Estates development. Mr. Loveland compared the two developments, noting that Sunset Equestrian Estates includes approximately 229 acres, nearly 23 acres of open space, and more than 12,000 linear feet of trails, while Symphony's property would include approximately 32 acres, 3.22 acres of open space, and a proportionally higher amount of trail length per developed acre. He stated that the proposed development agreement did not specifically address open space because the project would remain subject to city code requirements.

Council Member Adams also asked whether joining the existing Sunset Equestrian Estates homeowners association would allow the development to utilize existing amenities. Mr. Loveland responded that while the existing amenities would provide value, Symphony believed it would be more appropriate to establish a separate homeowners association with amenities designed specifically for future residents.

Mayor Tran asked Mr. Loveland to identify ownership of surrounding properties shown on the presentation map, and he identified the Hansen, Ivory Homes, Paul Morley, Merrill Sheriff, and sewer district properties.

Council Member McBride asked whether the project remained dependent upon completion of the 550 West connection. Mr. Loveland explained that the development agreement had been prepared assuming the connection might not yet exist and that only 29 homes could receive building permits until secondary access was provided. Council Member McBride also expressed concerns regarding snow removal and parking in cul-de-sacs. Mr. Loveland described how some communities address those issues through designated snow storage easements and seasonal parking restrictions. Council Member McBride also asked whether offering two-car garages rather than three-car garages would improve affordability. Mr. Loveland responded that eliminating a third-car garage could reduce construction costs by approximately $15,000 to $30,000.

Mayor Tran asked about the proposed width of 550 West. Mr. Loveland explained that while Symphony proposed dedicating the full 66-foot right-of-way required by the city, he suggested using part of the additional width for equestrian and pedestrian trails rather than additional pavement. Mayor Tran noted that the council had previously identified 550 West as an important collector road. Mr. Loveland stated that Symphony would comply with whatever road standard the city ultimately required. Council Member Adams stated that he would defer to staff's recommendation regarding the final roadway design but expressed interest in the proposed trail improvements.

Council Member Hunt asked whether environmental issues, including migratory bird habitat or eagle nests, would be evaluated during development. Mr. Loveland stated that he was not aware of any environmental conditions that would prevent development but acknowledged that Symphony would comply with all applicable state and federal environmental regulations if protected resources were identified.

Mayor Tran asked about earlier discussions indicating that half-acre lots would front Sunset Drive. Mr. Loveland explained that Symphony's original concept included four half-acre lots along Sunset Drive but that subsequent access requirements made that design impractical. He stated that providing an internal roadway connection became necessary to avoid landlocking the remainder of the property. Following additional discussion, Mr. Loveland stated that Symphony would be willing to accept a condition requiring two half-acre lots adjacent to Sunset Drive while maintaining the internal roadway connection.

Council Member Adams asked about the status of Ivory Homes' participation in the larger development. Mr. Loveland stated that Ivory Homes was not part of the current application but remained involved in discussions regarding future roadway and access coordination. Mayor Tran expressed concern that approving smaller lots for Symphony could establish expectations for future development by Ivory Homes or other nearby property owners. She stated that many residents had anticipated Symphony's portion of the development would consist primarily of larger custom homes, with any smaller lots located farther west within a broader master-planned community.

Council members discussed the timing and construction of the future 550 West connection. Mr. Loveland estimated that construction of the roadway would cost more than $1 million and stated that Symphony anticipated contributing significantly toward its construction. Mayor Tran noted that the city had also been actively involved in advancing the Angel Street and 550 West connections, including securing a $5.2 million county grant for Angel Street and working with the sewer district to resolve access issues.

During council discussion, Council Member Blackham reviewed the historical planning of west Kaysville, noting that the area had long been designated for agricultural and low-density residential development. Although he acknowledged that development patterns evolve over time, he stated that residents had relied upon the area's established planning and zoning. He expressed concern that previous developments had received increased density in exchange for amenities that had not always functioned as intended or had later become city responsibilities. He stated that trails had proven to be successful amenities but did not believe the current proposal provided sufficient open space or trail improvements on the east side of 550 West to justify the requested R-1-10 zoning. He concluded that the proposal represented progress but had not yet gained sufficient community support.

Council Member Adams stated that preserving the equestrian center remained important to him and that existing development agreements should be honored. While acknowledging the need for additional housing, he stated that future development should continue to reflect Kaysville's character. He suggested that a future PRUD utilizing R-1-14 zoning and incorporating the equestrian center as open space could provide a better framework for the broader area. Mayor Tran agreed that one of the council's greatest concerns was the absence of a complete master plan, particularly since earlier concepts had involved additional property owners. She stated that the council could not assume what future applicants might propose or whether the equestrian center would ultimately be incorporated into future development.

Mr. Loveland suggested that the larger lots generally reflected R-1-14 development while the smaller lots resembled R-1-8 development based on their average lot sizes. Council Member Adams expressed concern that dividing the project in that manner could influence future development expectations. City Attorney Nic Mills advised that because the applicant had invoked the statutory timeline, the council needed to approve or deny the application unless the applicant elected to withdraw or extend the request.

Council Member Blackham moved to deny the request to rezone 14.7 acres at approximately 1820 South Sunset Drive from R-A and A-1 to R-1-10 and R-1-6 for Symphony Homes. Council Member McBride seconded the motion.

The vote on the motion was as follows:

Council Member Hunt, Nay

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

The motion passed with a vote of three to two.

Following the vote, Council Members Hunt, Adams, and Jackson explained their votes. Council Member Hunt stated that her vote did not reflect support for the proposed density but rather her belief that Symphony had made meaningful progress and that additional revisions might have resulted in an acceptable compromise. Council Member Adams stated that Symphony had made substantial efforts and expressed hope that remaining issues involving the equestrian center, Angel Street, and the overall development plan could be resolved through a future proposal. Council Member Jackson stated that the decision had been difficult because it required balancing preservation of the area's character with infrastructure needs, financial considerations, and the need for compromise.

Mr. Mills reminded the council that the meeting needed to be extended beyond 10:00 p.m. Council Member Hunt moved to extend the meeting, and Council Member Jackson seconded the motion. The motion passed unanimously.

<u>A RESOLUTION AUTHORIZING APPROVAL OF THE USE OF FIRE IMPACT FEE FUNDS FOR PROFESSIONAL SERVICES RELATED TO FIRE STATION DESIGN AND COMMUNITY EDUCATION</u>

<u>APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT FOR DESIGN AND CONSULTING FOR FIRE STATION 62</u>

City Manager Jaysen Christensen presented a resolution authorizing the use of restricted fire impact fee funds for professional services related to planning a future west-side fire station. He explained that the city had approximately $38,000 in fire impact fee funds that must be used by the end of the current fiscal year or be returned, along with approximately $100,634 that must be used during the following fiscal year. He stated that the proposed architectural services agreement totaled approximately $72,000 and that only a portion of those costs would be incurred before the end of the current fiscal year. He also explained that the authorization would allow the city to continue working with its public engagement consultant as it evaluated a potential general obligation bond for a new fire station.

Mayor Tran asked whether the architectural contract could be divided between two fiscal years. Mr. Christensen confirmed that approximately $24,000 to $25,000 of work was expected to be completed before the end of the current fiscal year, with the remainder occurring during the following fiscal year. He added that the work could be discontinued if the city decided not to proceed with the project.

Council Member Blackham questioned the need for a $72,000 architectural agreement before deciding whether to pursue a bond election. Parks and Recreation Director Cole Stephens explained that the agreement covered schematic design services, including conceptual layouts, site and soil analysis, cost refinement, and evaluation of phased construction options, rather than final construction documents. He stated that the process would provide more accurate information for the public before any bond election and that the project would pause after completion of the schematic design phase unless voters approved moving forward.

Mr. Stephens also explained that the architectural firm had been selected through a qualifications-based request for qualifications process, with ten firms submitting qualifications and five being interviewed before fees were negotiated. He stated that the design process would also evaluate alternative building configurations and potential cost-saving measures.

Council Members Jackson and Hunt asked whether the schematic design could include phased or modular building concepts that could be expanded in the future. Mr. Stephens confirmed those options could be incorporated if directed by the council.

In response to questions from Mayor Tran and Council Member Blackham, Mr. Christensen clarified that the money was already held in the city's restricted fire impact fee fund and was not a General Fund expenditure. He explained that the council's action would simply authorize use of those restricted funds and noted that any unused portion of the current year's allocation would be forfeited if not spent by June 30, per state code.

Council Member Jackson moved to approve the Resolution Authorizing Approval of the Use of Fire Impact Fee Funds for Professional Services Related to Fire Station Design and Community Education and the Professional Services Agreement for Design and Consulting for Fire Station 62. Council Member Hunt seconded the motion.

The vote on the motion was as follows:

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

The motion passed unanimously.

WORK ITEMS

DISCUSSION ON AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE 17 OF THE KAYSVILLE CITY CODE TO COMPLY WITH SENATE BILL 179 TITLED “LOCAL REGULATION OF BUSINESS ENTITIES AMENDMENTS” (TABLED ITEM)

Community Development Director Melinda Greenwood presented revisions to the proposed ordinance that had been discussed at the previous council meeting. She explained that the revisions were intended to address council feedback while complying with Senate Bill 179, "Local Regulation of Business Entities Amendments." Ms. Greenwood stated that staff had removed the provision designating the Community Development Director as the zoning administrator for determining whether a business use was permitted. Instead, the revised draft ordinance proposed creating a committee to review proposed business uses and determine whether they qualified as permitted uses under the zoning code. She explained that the committee would consist of a member of the City Council, a city attorney, and the Community Development Director. If the committee unanimously determined that a proposed use was not permitted, the matter would be forwarded to the City Council for a final determination during a public meeting. Ms. Greenwood also noted that the appeal language had been revised to state that appeals would be handled as provided by state law. She reminded the council that the Planning Commission had previously recommended approval of the text amendment on a 7-0 vote and stated that, if the council was satisfied with the revisions, staff recommended moving the item forward as an action item.

Council Member Jackson stated that he supported the committee approach. Council Member Hunt also expressed support, stating that including an elected official on the committee would provide additional public accountability in the decision-making process.

Council Member Hunt made a motion to move the proposed ordinance forward as an Action Item. Council Member Adams seconded the motion.

The motion was as follows:

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

The motion passed unanimously.

DISCUSSION REGARDING THE CITY'S PURCHASING POLICY

City Manager Jaysen Christensen presented a discussion regarding potential amendments to the city's purchasing policy to increase transparency in the expenditure of city funds. He explained that the current policy authorizes the city manager to approve up to $25,000 in unbudgeted expenditures for emergencies or other unforeseen circumstances that cannot reasonably wait until the next City Council meeting. He stated that this authority is used very rarely but indicated he would not oppose lowering the threshold to an amount such as $5,000 or $10,000 while still allowing the city to respond to emergencies. He also noted that any use of this authority is publicly reported to the City Council at its next meeting.

Council Member Jackson asked about the city's purchasing requirements for obtaining competitive price quotes. Mr. Christensen explained that formal competitive bidding is required for purchases exceeding $5,000, while purchases below that amount encourage multiple quotes when practical. City Attorney Nic Mills added that professional and technical services are exempt from formal bidding because those procurements are based on qualifications rather than cost.

Council Member Jackson suggested requiring multiple price quotes for purchases above a lower threshold when practical, while maintaining the city manager's emergency purchasing authority with a reduced spending limit. Mayor Tran asked whether department directors followed any internal purchasing procedures below the formal bidding threshold. Mr. Christensen responded that department directors were expected to exercise sound judgment and due diligence but that no formal policy existed beyond the current purchasing guidelines.

Council Member Blackham cautioned against creating requirements that would unnecessarily delay routine purchases. He noted that many items, such as replacement utility infrastructure, vehicle tires, or specialized equipment, could exceed a lower dollar threshold while having limited vendor availability or already being purchased through competitively bid state contracts. Council Member Jackson agreed that exceptions would be appropriate when only a single vendor or state contract was available but emphasized that additional transparency and prudent spending practices could benefit the city. Council Member Adams stated that the intent was simply to ensure staff considered pricing options when practical before making purchases. Mayor Tran agreed that while the city should avoid creating unnecessary administrative burdens, it would be beneficial for the public to know that staff routinely considered cost comparisons rather than always purchasing from the most convenient vendor.

Mr. Christensen stated that staff would review purchasing policies used by other municipalities to identify reasonable practices that could improve transparency without creating unnecessary administrative burdens. He cautioned against adopting requirements that would significantly slow routine city operations but agreed to research potential revisions and return with recommendations.

Council Member Jackson made a motion to move the proposed purchasing policy revisions to an Action Item. Council Member McBride seconded the motion.

The motion was as follows:

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

The motion passed unanimously.

<u>DISCUSSION OF PLACING A GENERAL OBLIGATION BOND FOR A FIRE STATION ON THE BALLOT (ONGOING DISCUSSION)</u>

City Manager Jaysen Christensen provided an update on public engagement efforts related to a potential general obligation bond for construction of a new west-side fire station. He reported that staff had recently conducted a community focus group with assistance from the city's public engagement consultant and had completed a project website containing frequently asked questions. He asked whether the council wished to begin directing residents to the website through the city newsletter, social media, and other communication channels to provide information and encourage public feedback.

Mayor Tran asked whether the council remained supportive of continuing public education efforts. Council Member Hunt asked whether the planned outreach would provide residents with sufficient information to make an informed decision before any future election. She expressed concern that inadequate public education could result in an outcome that did not accurately reflect the community's wishes.

Mr. Christensen responded that, based on his previous experience managing a fire station bond process, the city was on schedule with its public engagement efforts. He explained that additional outreach would occur closer to the election but emphasized that the city's role was to educate residents by providing factual information rather than advocate for the proposal.

The council expressed support for continuing public education efforts. No formal action was taken.

COUNCIL MEMBER REPORTS

Council Member Adams described responding to a recent vehicle accident in which he assisted an injured driver before emergency personnel arrived. He stated that the experience reinforced the importance of reducing emergency medical response times and suggested that, regardless of the outcome of any future fire station bond election, the city continue exploring the possibility of a satellite emergency medical facility to improve service on the west side of the city.

Mayor Tran agreed that alternative emergency service options should continue to be evaluated but emphasized that any future discussion should clearly distinguish a satellite emergency medical facility from a voter-approved fire station. In response to a question from Council Member Adams, City Manager Jaysen Christensen stated that restricted fire impact fee funds would remain available for eligible fire-related purposes after funding the approved architectural services and public engagement efforts.

Council Member Jackson reported on a recent meeting with the Weber Basin Water Conservancy District, stating that reservoir storage levels had declined to approximately 60 percent of capacity and that statewide water conditions remained concerning. He suggested revisiting the city's splash pad operating schedule to further reduce culinary water consumption and noted that most water use occurs through landscape irrigation. Mayor Tran announced that Kaysville had challenged the City of Farmington to participate in a "Flip the Strip" water conservation competition and stated that additional information would be shared with the public.

CITY MANAGER REPORT

City Manager Jaysen Christensen announced that the Kaysville Fire Department had recently received the Human Kindness Award from Davis Hospital in recognition of its response that saved the life of local physician Dr. Layne Kamalu. He commended the department for its rapid response and professionalism, noting that the successful outcome demonstrated the importance of the city's emergency services.

Mr. Christensen also informed the council that former Kaysville City Manager John Thacker had recently passed away. He noted that Mr. Thacker served as city manager from 1980 to 2016, a total of thirty-six years, and recognized his longstanding service to the community. He also announced the date and location of Mr. Thacker's funeral services.

ADJOURNMENT

Council Member Blackham moved to adjourn the meeting at 10:36 p.m. The motion passed unanimously.