



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on **Thursday, October 1, 2026**, starting at 7:00 PM in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. The meeting will be streamed live on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com.

Public comments during the meeting will be accepted only during Action Items, public hearings, and the Call to the Public portion of the meeting. The number of speakers for each item will be limited, and each speaker will be limited to three (3) minutes. **Individuals wishing to speak must sign up in person before the meeting begins.**

Comments may also be submitted to the City Council via email at publiccomment@kaysville.gov; however, emailed comments will not be read aloud during the meeting.

CITY COUNCIL Q&A – 6:30 PM

The City Council will be available to answer questions or discuss any matters the public may have.

PUBLIC HEARING - 7:00 PM

Public Hearing to receive input from the public with respect to (a) the issuance of approximately \$16,500,000 of General Obligation Bonds and (b) the potential economic impact that the improvements, facilities, or properties to be financed in whole or in part with the proceeds of said bonds will have on the private sector.

CITY COUNCIL MEETING

The agenda shall be as follows:

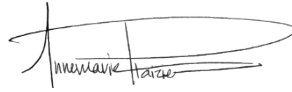
- 1) OPENING
 - a) Presented by Council Member Nate Jackson
- 2) CALL TO THE PUBLIC (3 MINUTE LIMIT; MUST SIGN UP IN PERSON BEFORE THE MEETING BEGINS)
- 3) DECLARATION OF ANY CONFLICTS OF INTEREST
- 4) CONSENT ITEMS
 - a) Approval of Minutes from the September 4, 2026 Council Work Session
 - b) Approval of a Resolution Authorizing a Water Equipment Facility Easement Agreement
 - c) Approval of an Interlocal Agreement with UDOT for Main Street Lighting
- 5) ACTION ITEMS
 - a) An Ordinance Amending Section 17-33, "Sign Regulations," Regarding Political Sign Requirements to Comply with House Bill 33
- 6) WORK ITEMS
 - a) Discussion Regarding Proposed Amendments to Parking Citation Regulations and Fees
- 7) COUNCIL MEMBERS REPORTS
- 8) CITY MANAGER REPORT
- 9) CLOSED SESSION
 - a) Closed Session to Discuss the Character and/or Competency of Individual(s), Pending or Reasonably Imminent

Litigation, the Purchase, Sale, Exchange, or Lease of Real Property, Water Rights or Shares, and/or the Deployment of Security Personnel, Devices, or Systems, as Permitted under Utah Code § 52-4-205

10) ADJOURNMENT

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services, or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235 at least 24 hours in advance of the meeting to be held.

I hereby certify that I posted a copy of the foregoing Notice and Agenda at Kaysville City Hall, Kaysville City website at www.kaysville.gov, and the Utah Public Notice website at www.utah.gov/pmn. Posted on September 25, 2026.

A handwritten signature in black ink, appearing to read "Annemarie Plaizier", written over a horizontal line.

Annemarie Plaizier
City Recorder

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended, that on August 10, 2026, the City Council (the “Council”) of Kaysville City, Utah (the “City”), adopted a resolution (the “Resolution”) in which it authorized the calling of an election (the “Election”) concerning a proposition for the issuance of the City’s General Obligation Bonds (the “Bonds”) and called a public hearing to receive input from the public with respect to (a) the issuance of the Bonds and (b) any potential economic impact that the improvements, facilities or properties financed in whole or in part with the proceeds of the Bonds (see below) may have on the private sector.

TIME, PLACE, AND LOCATION OF PUBLIC HEARING

The Council shall hold a public hearing on October 1, 2026, at the hour of 7:00 p.m. in the Kaysville City offices, located at 23 East Center Street, Kaysville, Utah. All members of the public are invited to attend and participate.

PURPOSE FOR ISSUING THE BONDS, MAXIMUM AMOUNT AND SECURITY

The Bonds are to be issued in the aggregate principal amount of not to exceed \$16,500,000 for the purpose of financing all or a portion of the costs of constructing and equipping a fire station and all related improvements and paying costs of issuance of the Bonds. The Bonds shall be secured by ad valorem property taxes of the City to the extent authorized by law.

The Bonds may be issued in one or more series and be sold from time to time, all as the Council may determine.

DATED this August 10, 2026.

/s/ Annemarie Plaizier
City Recorder

(To be posted no less than 14 days before the public hearing.)

KAYSVILLE CITY COUNCIL
WORK SESSION
September 4, 2026

Minutes of a special Kaysville City Council work session held on Thursday, September 4, 2026, at 9:20 a.m. at Kaysville City Hall, 23 East Center Street, Kaysville, Utah.

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

Staff Present: City Manager Jaysen Christensen, Assistant City Attorney Katie Ellis, City Recorder Annemarie Plaizier, Community Development Director Brad McIlrath, Building Official Jim Day

CONTINUED DISCUSSION REGARDING AMENDMENTS TO KAYSVILLE CITY CODE §17-31-3, INTERNAL ACCESSORY DWELLING UNITS, TO COMPLY WITH SENATE BILL 284 REGARDING DETACHED ACCESSORY DWELLING UNITS

Mayor Tamara Tran opened the budget work session and explained that the meeting start time had been delayed due to technical difficulties.

City Manager Jaysen Christensen explained that Senate Bill 284 required the City to adopt regulations allowing detached accessory dwelling units (DADUs) by October 1, 2026. Because of the number of policy decisions involved, staff prepared a work session guide identifying regulatory issues for the Council to review individually, including lot size, DADU size, height, setbacks, architectural compatibility, parking, conversions of existing structures, and other development standards. Mr. Christensen noted that the City was working under a limited timeframe and suggested that the Council could initially adopt more restrictive standards and revisit them after gaining experience with the ordinance and receiving any additional direction from the Legislature. Mayor Tran and Council Member Jackson expressed support for retaining flexibility for two-story DADUs, noting that some property owners had constructed accessory buildings with the expectation that living space might eventually be permitted above them.

The Council first discussed minimum lot size. The Planning Commission had recommended reducing the threshold from 11,000 to 10,000 square feet, while state law required DADUs to be allowed on qualifying lots larger than 11,000 square feet and permitted cities to establish a lower threshold. Council Member Hunt favored reconsidering smaller lots in the future if they could otherwise comply with the City's requirements. After discussing the number and location of potentially affected properties and whether an exception process could be created for lots slightly below the threshold, the Council agreed to begin with an 11,000-square-foot minimum and revisit the issue if warranted.

The Council next considered DADU size and agreed that the maximum should be the lesser of 50 percent of the footprint of the primary dwelling, including its garage, or 1,200 square feet of livable area, whichever was less. The discussion clarified that the 1,200-square-foot limitation applied to

livable space and could therefore allow a DADU configuration with non-livable space, such as a garage, beneath the dwelling area. The size of the DADU would nevertheless remain limited in relation to the footprint of the primary dwelling. The Council did not substantively discuss establishing a separate minimum DADU size and relied instead on applicable building, health, and fire code requirements.

The Council discussed height, number of stories, and setbacks together and agreed to permit two-story DADUs. Following extensive discussion of building mass, privacy, existing accessory structures, and different lot configurations, the Council settled on a maximum height of 25 feet or the height of the primary dwelling, whichever was less, measured to the roof peak. The Council discussed the need for the primary dwelling to remain the visually predominant structure on the property. The Council also agreed that two-story DADUs would require a minimum 15-foot setback from both side and rear property lines. Single-story DADUs would follow the applicable dwelling setbacks for the zone. The Council viewed the additional setback for two-story units as a means of addressing privacy and massing concerns while retaining the ability to construct a second story. The overlapping recording confirms the Council's discussion of 15-foot side and rear setbacks for two-story DADUs and the distinction between those requirements and the setbacks for single-story units. Staff also clarified that these standards would apply specifically to DADUs and would not change the City's existing standards for accessory structures such as detached garages.

Staff noted that requiring DADUs to meet the new setbacks could prevent some existing accessory buildings from being converted because accessory structures had historically been allowed closer to property lines. After discussing the conversion requirement in state law, the Council agreed that an existing accessory structure could be converted to a DADU only if it met the adopted DADU setbacks and other applicable standards. The Council also considered whether odd-shaped lots should receive special consideration but determined that existing City Code already established how side and rear yards were identified. No separate exception or special review process was proposed for unusual lot configurations.

The Council discussed whether additional window restrictions were necessary to address privacy, particularly for two-story units. Frosted windows and window orientation were considered; however, Staff explained that state law limited the City's ability to regulate window location, design, placement, and architectural styling of windows, doors, and garage doors, although setbacks could account for issues such as window orientation and massing. With the increased setbacks established for two-story DADUs, the Council did not identify a need for a separate window-placement requirement.

Regarding architectural design, staff explained that state law allowed the City to require a DADU to be consistent with the main dwelling while also restricting the City's ability to regulate specific design features such as exterior color, cladding, roof style and materials, and window and door design. The Council agreed to use the statutory language requiring a DADU to be "consistent with the main dwelling" and recognized that additional legislative clarification might be necessary regarding how that standard could be applied. Staff and the Council also discussed private covenants and HOA requirements. The Council did not want the City to enforce private restrictions but supported ensuring that applicants were advised that issuance of a City permit did not supersede applicable covenants, easements, architectural requirements, or other private agreements. Existing permit language addressing those restrictions was reviewed, along with the

possibility of requiring applicants to affirmatively acknowledge them during the application process.

The Council briefly reviewed eligible residential zones and lot coverage. Because the Council had established an 11,000-square-foot minimum lot size and substantial size and setback requirements, the discussion did not identify a need for an additional DADU-specific lot-coverage limitation. The Council then confirmed that only one accessory dwelling unit would be allowed per property, either an internal accessory dwelling unit or a detached accessory dwelling unit, but not both.

The Council agreed to require a minimum rental period of 90 consecutive days. Parking requirements would follow state law, with one required parking space for a DADU under 650 square feet and up to two required spaces for larger DADUs. The Council and staff also discussed whether a maximum number of vehicles should be established because of concerns about properties becoming parking areas. Members recognized, however, that such a restriction could move vehicles onto public streets and could be difficult to enforce. No separate maximum vehicle restriction was established during the work session. Staff further clarified that if an existing garage used to satisfy required off-street parking were converted to a DADU, the required parking would need to be provided elsewhere on the property.

Council Member Blackham raised a related concern regarding the City's definition of "family," which allowed up to five unrelated persons to occupy a dwelling, and questioned whether a different occupancy standard should apply to DADUs. Council members discussed the desire to avoid a small DADU functioning as a group rental while still accommodating couples and other legitimate household arrangements. Staff raised potential legal, Fair Housing, definitional, and enforcement concerns. The Council did not establish a new occupancy standard and asked staff to further research into whether a legally supportable restriction could address the concern.

The Council also considered patios, decks, balconies, and similar outdoor living areas. The discussion generally distinguished uncovered ground-level patios and landings from elevated decks, balconies, and covered improvements. Ground-level uncovered areas could extend into the setback where otherwise permitted, while the outside edge of an elevated deck or balcony would need to meet the applicable setback. Staff and the Council also discussed how covered patios and structurally independent covers would be treated under existing building and setback requirements.

Regarding public utility easements, the Council agreed that a DADU could not be constructed within an easement. Council Member Blackham explained that existing City Code allowed some accessory structures within utility easements at the owner's risk, but the Council agreed that a dwelling presented different concerns because of the difficulty of relocating or removing it. The Council clarified that the utility easement itself could be located within the required DADU setback.

Staff explained that DADU applications would be processed administratively through a land use permit process using objective standards, similar to the process for internal accessory dwelling units. If an application met the standards established by ordinance, it would be approved without individualized conditions or discretionary Council review, thereby avoiding a process that could function as a conditional use permit.

Council Member McBride raised a concern regarding existing requirements for structures used for

the care and keeping of farm animals to be located at least 50 feet from dwellings on adjacent properties. The Council discussed the possibility that construction of a DADU could unintentionally affect a neighboring property owner's ability to maintain or construct an animal structure. Staff suggested revising the applicable provision to measure the separation from the primary dwelling rather than any dwelling on the adjacent property, and the Council supported that approach.

The Council briefly discussed the temporary land use regulation affecting accessory structures. Staff noted that applicants were waiting to proceed with accessory-building projects and that some had already incurred expenses for plans, engineering, and contractors. Mayor Tran clarified that the work session was intended specifically to address DADUs, and the Council agreed that the broader accessory-structure regulations should be addressed separately. Staff also confirmed that the DADU ordinance would require a permanent structure and would not permit recreational vehicles, camping trailers, or other temporary structures to be used as DADUs.

At the conclusion of the work session, Mr. Christensen stated that staff would use the Council's feedback to prepare a draft ordinance. The Council recognized that some provisions could require future adjustment as the City gained experience implementing the regulations or received additional legislative clarification. Staff was also asked to further review the unresolved issue regarding occupancy by unrelated persons.

Following the discussion, Mayor Tran closed the meeting at 10:56 p.m.

CITY COUNCIL STAFF REPORT



MEETING DATE: October 1, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Josh Belnap, Public Works Director

SUBJECT/AGENDA TITLE: Approval of a Resolution Authorizing a Water Equipment Facility Easement Agreement

EXECUTIVE SUMMARY:

Kaysville City currently has 5 permanent structures that house equipment used to monitor drinking water quality. The City uses a mobile trailer for monitoring at a 6th location, but the State has changed the requirements for such activities, and a permanent structure is now required. The City has worked with the property owner at this 6th location to obtain a perpetual easement on the property. The easement vs. actual property acquisition saves the City money, and avoids having to subdivide the property owner's lot.

The City obtained an appraisal for the easement, which was \$25,000. The property owner has agreed to this, and staff is seeking Council approval to execute an agreement and obtain the easement.

These funds were budgeted for in the FY27 budget.

City Council Options:

1) Approve, 2) Table

Staff Recommendation:

Approve

Fiscal Impact:

Water Enterprise funds

ATTACHMENTS:

1. Water Facility Easement Resolution
 2. Water Facility Easement Agreement
-

RESOLUTION NO.

**A RESOLUTION AUTHORIZING KAYSVILLE CITY TO
ENTER INTO A WATER EQUIPMENT FACILITY
EASEMENT AGREEMENT WITH ABI LLC**

WHEREAS, ABI LLC is the owner of real property located within the City of Kaysville, Davis County, Utah, identified as Parcel ID 113220006; and

WHEREAS, Kaysville City desires to construct, operate, access, maintain, repair, replace, and remove a water equipment facility and related improvements within the Easement Area; and

WHEREAS, Grantor has agreed to grant the City a perpetual easement over the Easement Area for such purposes; and

WHEREAS, The City and Grantor have negotiated a Water Equipment Facility Easement Agreement, under which the City will acquire the Easement for \$25,000; and

WHEREAS, The Agreement establishes the parties' respective rights and obligations concerning access, construction, restoration, maintenance, use, relocation, ownership of improvements, abandonment, insurance, indemnification, and other matters relating to the Easement; and

WHEREAS, The City Council has determined that entering into the Agreement and acquiring the Easement will promote the health, safety, and welfare of Kaysville residents.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kaysville, Utah, that the Water Equipment Facility Easement Agreement between ABI LLC and Kaysville City is hereby approved, and that the City Manager is hereby authorized to execute the agreement for and in behalf of the City.

APPROVED AND ADOPTED this 1st day of October 2026.

City of Kaysville:

(SEAL)

Mayor: Tamara Tran

ATTEST:

City Recorder: Annemarie Plaizier

WHEN RECORDED, PLEASE RETURN TO:

Kaysville City Corporation
23 East Center Street
Kaysville, Utah 84037
Attention: Dexter Fisher

Parcel ID: 113220006

WATER EQUIPMENT FACILITY EASEMENT AGREEMENT

This Water Equipment Facility Agreement (“Agreement”) is entered into to be effective as of _____ 2026 (“Effective Date”) between _____ ABI LLC (“Grantor”) and KAYSVILLE CITY CORPORATION, a Utah political subdivision (“Grantee”).

Recitals

- A. Grantor owns the real property located in the City of Kaysville, Davis County, Utah, identified as Parcel ID 113220006 (“Property”), a portion of which is more particularly described in Exhibits A and B, attached hereto (“Easement Area”).
- B. Grantee desires to install and maintain a water equipment facility on the Easement Area.
- C. Grantor desires to grant Grantee an easement for a water equipment facility and related improvements over the Easement Area, subject to the terms and conditions set forth herein.

Agreement

In consideration of the foregoing, and for the sum of TWENTY-FIVE THOUSAND (\$25,000) Dollars, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

- 1. Grant of Easement. Subject to the terms and conditions of this Agreement, Grantor hereby grants and conveys to Grantee, its successors and assigns, a perpetual, nonexclusive easement (“Easement”) over, under, and across the Easement Area to construct, use, maintain, repair, replace, and remove, a water equipment facility.
- 2. Access and Ingress/Egress. Grantee shall have 24-hour access for emergency purposes as well as reasonable ingress and egress (including use of vehicles and equipment) across Grantor’s property to access the Easement Area. Routine inspection and monitoring require no advance notice. Except in an emergency, Grantee shall give Grantor at least two (2) business days’ prior notice, which may be given by email, before any entry that

Grantee reasonably expects will materially interfere with the use of the Property by Grantor or its tenants, including by obstructing parking, drive aisles, or access, disrupting utilities or drainage, or generating excessive noise, dust, or vibration. Grantee shall use reasonable efforts to minimize such interference.

3. Construction and Restoration. Grantee shall perform all work in a good and workmanlike manner, including promptly repairing all damage caused by Grantee and restoring all disturbed areas to the same or better condition than existed immediately before the disturbance, following construction or maintenance.
4. Restrictions within Easement Area. Grantor shall not, without prior written consent of Grantee, which consent shall not be unreasonably withheld, conditioned, or delayed: construct or place buildings, structures, or obstructions within Easement Area (excluding paving, parking, landscaping, fencing, signage, and drainage improvements that do not materially impair the operation, maintenance, or access of the facility), alter the grade in a manner that interferes with the Easement, or interfere with Grantee's access or use of the Easement.
5. Reserved Rights. Except for the limitations stated in Paragraph 4, Grantor shall have the right to use the Easement Area and to grant third party easements and perform any activities within the Easement Area, if such uses and grants do not materially interfere with Grantee's beneficial use and enjoyment of the Easement.
6. Relocation. Upon reasonable written notice to Grantee, Grantor may relocate the Easement and the facility to another location on the Property, unless the relocation cannot reasonably be accomplished because of engineering or safety requirements. Any relocation shall provide substantially equivalent functionality and access to Grantee, shall be performed at Grantor's expense, and shall be subject to Grantee's approval of the replacement location and plans, which approval shall not be unreasonably withheld, conditioned, or delayed. It shall be reasonable for Grantee to withhold approval if the proposed relocation would materially impair the operation, capacity, reliability, or maintenance of the facility or Grantee's water system, would fail to satisfy applicable engineering, regulatory, or safety requirements, would materially increase Grantee's operating or maintenance costs (unless Grantor agrees to bear the increase), or would interrupt water service other than for a brief period reasonably necessary to complete the relocation. Grantee shall provide a written decision, stating the specific basis for any denial, within thirty (30) days after receiving Grantor's written request and reasonably sufficient supporting information. Upon completion, the parties shall record a replacement easement and a release of the former Easement Area.
7. Ownership of Improvements. All equipment and facilities installed by Grantee within the Easement Area shall remain the sole property of Grantee, regardless of attachment to the Property.
8. Abandonment and Removal. If Grantee ceases to use the facility for its intended purpose for twenty-four (24) consecutive months, other than for temporary maintenance, repair,

replacement, or circumstances beyond Grantee's reasonable control, the Easement shall terminate. Within ninety (90) days after termination, Grantee shall, at its expense, remove its above-ground equipment, restore the Easement Area in accordance with Paragraph 3, and deliver to Grantor a recordable release of the Easement.

9. Maintenance. Grantee shall be responsible for maintaining its facilities within the Easement Area in a reasonably safe and functional condition.
10. Indemnification. Grantee shall defend, indemnify and hold harmless Grantor from claims arising from Grantee's use of the Easement, except to the extent caused by Grantor's negligence or misconduct. Grantor shall indemnify Grantee from claims arising from conditions on the Property caused by Grantor's negligence or misconduct.
11. Insurance. Grantee shall maintain, through insurance or a legally authorized self-insurance program, commercial general liability and automobile liability coverage in amounts not less than the maximum liability limits applicable to Grantee under the Utah Governmental Immunity Act. Before any contractor enters the Property, Grantee shall require that contractor to maintain commercial general liability coverage of not less than \$1,000,000 per occurrence, automobile liability coverage of not less than \$1,000,000 combined single limit, and workers' compensation coverage as required by law, and to name Grantor as an additional insured on its general liability and automobile policies. Grantee shall provide evidence of the foregoing upon Grantor's reasonable request.
12. Governmental Immunity. Nothing in this Agreement shall be construed as a waiver of any defenses or immunities available to Grantee under the Utah Governmental Immunity Act (Utah Code § 63G-7-101 et seq.).
13. Governing Law; Venue. This Agreement shall be construed in accordance with and governed by the laws of the State of Utah and any legal action concerning the provisions hereof shall be brought in Davis County, Utah.
14. Binding Effect. This Easement runs with the land and is binding upon the inures to the benefit of the parties and their successors and assigns. If Grantor transfers all or any portion of the Parcel owned by Grantor, the transferee shall automatically be deemed to have assumed and agreed to be personally bound by Easement.
15. Entire Agreement. This Agreement constitutes the entire agreement between Grantee and Grantor concerning the subject matter hereof and supersedes any prior or contemporaneous agreements between Grantee and Grantor concerning the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date

GRANTOR:

By: _____

Name: _____

Title: _____

STATE OF UTAH)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me on _____, 2026,
by _____, as _____ of _____
_____.

WITNESS my hand and official seal

Notary Public

My Commission Expires: _____

GRANTEE:

KAYSVILLE CITY CORPORATION, a
Utah political subdivision

By: _____
Name: Jaysen Christensen
Title: Kaysville City Manager

STATE OF UTAH)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me on _____, 2026,
by _____, as _____ of _____
_____.

WITNESS my hand and official seal

Notary Public

My Commission Expires: _____

CITY COUNCIL STAFF REPORT



MEETING DATE: October 1, 2026

TYPE OF ITEM: Consent Items

PRESENTED BY: Jaysen Christensen, City Manager

SUBJECT/AGENDA TITLE: Approval of an Interlocal Agreement with UDOT for Main Street Lighting

EXECUTIVE SUMMARY:

UDOT plans to improve roadway lighting along approximately 1.98 miles of Main Street (SR-273), from milepost 0.12 to milepost 2.10. These mileposts roughly correspond to the intersections of Main Street and 50 West and Main Street and Highway 89. Construction is anticipated in late spring or early summer 2027.

The project includes installing four new under-mast-arm LED lights at key intersections (see Figure 1) and 18 new LED streetlights on standard 40' poles.



Figure 1: Under Mast Arm Light

Lighting is currently limited along portions of this corridor. Main Street carries pedestrians and bicyclists traveling to and from surrounding neighborhoods and schools. Improved nighttime visibility will help motorists see people using the corridor and address a serious safety need, particularly in light of a vehicle–bicyclist fatality on Main Street in November 2023.

Following UDOT's final acceptance of the project, ownership of the new lighting facilities within Kaysville would transfer to the City. Kaysville would pay for electricity and assume responsibility for operation, maintenance, repair, and eventual replacement. The agreement also assigns the City responsibility for damage repairs, underground utility registration and locating, and any permits required for maintenance work in UDOT right-of-way.

It is standard practice for cities to maintain streetlights that UDOT installs within its right-of-way. Kaysville already maintains lights on UDOT property or right-of-way, including lights at the I-15 and

200 North park-and-ride lot and the existing cobra-style lights in front of Davis High School.

The project will improve visibility for motorists, pedestrians, and bicyclists along Main Street. The proposed maintenance arrangement is consistent with the City's existing practice.

City Council Options:

Approve, Deny, Table for more information

Staff Recommendation:

Approve

Fiscal Impact:

Nominal – power is approximately \$13/year per streetlight or \$312/year for all 24 new LED lights.

ATTACHMENTS:

1. UDOT Street Lighting Maintenance Cooperative Agreement
-



UDOT

Project No. F-0273(16)0; Davis County
Project Name: SR-273; MP 0.1-2.1, Street
Lighting KAYSVILLE CITY CORPORATION
CID No. 56718 PIN No. 21596

STREET LIGHTING MAINTENANCE COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT ("Agreement") made and entered into this _____ day of _____, 20____, by and between the UTAH DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "UDOT", and Kaysville City Corporation, hereinafter referred to as the "CITY".

RECITALS

WHEREAS, UDOT is installing roadway lighting facilities on SR-273 between Milepost 0.1 and Milepost 2.1 in Kaysville City, Utah, identified as SR-273; MP 0.1-2.1, Street Lighting, hereinafter referred to as the "Project"; and

WHEREAS, UDOT and the CITY desire to enter into this COOPERATIVE AGREEMENT for the ownership, operation, and maintenance of said lighting facilities;

THIS COOPERATIVE AGREEMENT is made to set out the terms and conditions under which ownership and maintenance responsibilities shall be transferred.

AGREEMENT

NOW THEREFORE, it is agreed by and between the parties hereto as follows:

1. Upon final acceptance of the Project by UDOT, ownership of the roadway lighting facilities installed as part of the Project shall transfer to the CITY. The lighting facilities include, but are not limited to poles, luminaires, foundations, conductors, service equipment, and associated appurtenances.
2. Upon final acceptance of the Project by UDOT, when the light unit is mounted on UDOT traffic signal poles UDOT will remain the owner of the light unit, traffic signal and all appurtenances associated to the said signal and will arrange for electrical hookup and will thereafter maintain, provide electric power, and renew said signal and appurtenances at no cost to the CITY.
3. Upon transfer of ownership:
 - a. CITY shall provide and pay for all electrical power associated with the lighting facilities.



UDOT

Project No. F-0273(16)0; Davis County
Project Name: SR-273; MP 0.1-2.1, Street
Lighting KAYSVILLE CITY CORPORATION
CID No. 56718 PIN No. 21596

b. **CITY** shall own and be responsible for all future operation, maintenance, repair, and replacement of the lighting facilities at no cost to **UDOT**.

c. **CITY** shall maintain the lighting facilities in a safe and operational condition.

d. **CITY** shall comply with applicable laws, regulations, and standards governing roadway lighting maintenance.

e. **CITY** shall be responsible for repairing or replacing lighting facilities damaged by traffic accidents, vehicle impacts, vandalism, theft, or other causes. The **CITY** shall have the sole right to pursue and recover restitution, damages, or reimbursement directly from responsible parties, their insurers, or any other liable entity for such damages.

f. **CITY** shall be solely responsible for registering the lighting facilities and associated underground facilities with Blue Stakes of Utah and any successor utility notification center. The **CITY** shall also be responsible for locating, marking, and protecting the underground facilities associated with the lighting system in response to excavation notices and utility locate requests.

4. The **CITY** shall be responsible for obtaining any permits required for maintenance activities occurring within **UDOT** right-of-way and shall comply with applicable **UDOT** permit requirements and traffic control standards.

5. Should circumstances of installation, ownership limits, or maintenance responsibilities be different than those expressed herein, a Supplemental Agreement to this Agreement will be written to cover such changes.

6. **UDOT** and the **CITY** are both governmental entities subject to the Utah Governmental Immunity Act. Each party agrees to indemnify, defend and save harmless the other from and against all claims, suits and costs, including attorneys' fees for injury or damage of any kind, arising out of the negligent acts, errors or omissions of the indemnifying party's officers, agents, contractors or employees in the performance of this Agreement. Nothing in this paragraph is intended to create additional rights to third parties or to waive any provision of the Utah Governmental Immunity Act. The obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, provided said Act applies to the action or omission giving rise to the protections in this paragraph. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.

7. This Agreement may be executed in one or more counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. This Agreement shall become effective when each Party hereto shall have received a counterpart hereof signed by the other Party hereto.



UDOT

Project No. F-0273(16)0; Davis County
Project Name: SR-273; MP 0.1-2.1, Street
Lighting KAYSVILLE CITY CORPORATION
CID No. 56718 PIN No. 21596

8. This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance.

9. Nothing contained in this Agreement shall be deemed or construed, either by the parties hereto or by any third party, to create the relationship of principal and agent or create any partnership, joint venture or other association between the Parties.

10. This Agreement contains the entire agreement between the Parties, with respect to the subject matter hereof, and no statements, promises, or inducements made by either Party or agents for either Party that are not contained in this written Agreement shall be binding or valid.

11. If any provision hereof shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction, or in all jurisdictions, or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule or public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever.

12. Each party represents that it has the authority to enter into this Agreement.



UDOT

Project No. F-0273(16)0; Davis County
Project Name: SR-273; MP 0.1-2.1, Street
Lighting KAYSVILLE CITY CORPORATION
CID No. 56718 PIN No. 21596

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers as of the day and year first above written.

ATTEST:

KAYSVILLE CITY CORPORATION

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

RECOMMENDED FOR APPROVAL:

UTAH DEPARTMENT OF TRANSPORTATION

By: _____
PROJECT MANAGER

By: _____
REGION DIRECTOR

Date: _____

Date: _____

APPROVED AS TO FORM:

UDOT COMPTROLLER'S OFFICE

The Utah State Attorney General's
Office has previously approved all
paragraphs in this Agreement as to form.

By: _____
CONTRACT ADMINISTRATOR

Date: _____

CITY COUNCIL STAFF REPORT



MEETING DATE: October 1, 2026

TYPE OF ITEM: Action Item

PRESENTED BY: Brad McIlrath, Community Development Director

SUBJECT/AGENDA TITLE: An Ordinance Amending Section 17-33, "Sign Regulations," Regarding Political Sign Requirements to Comply with House Bill 33

EXECUTIVE SUMMARY:

In March 2026, the Utah State Legislature amended Section 20A-17-103 of the Utah Code through House Bill 33, Posting Political Signs on Public Property. These amendments altered state laws surrounding political sign disclosure requirements, placement, and management. Under the amended law, municipalities may not prohibit the placement of political signs within the park strip of an adjoining private property unless the placement of such signs would create a traffic, pedestrian, or line-of-sight hazard.

The Planning Commission held a public hearing on September 10, 2026 and received no public comments. The Commission voted to recommend approval by a vote of 5-0.

City Council Options:

Approve, deny, or table.

Staff Recommendation:

No fiscal impact.

Fiscal Impact:

N/A

ATTACHMENTS:

1. Political Signs Amendment Ordinance
-

ORDINANCE 26-__-__

AN ORDINANCE AMENDING SECTION 33 OF TITLE 17 OF CITY CODE TO MAKE CHANGES RELATED TO POLITICAL SIGN REQUIREMENTS; PROVIDING FOR REPEALER; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State Legislature made amendments to political signage statutes in the 2026 General Session;

WHEREAS, city code requires amendments to come into compliance with state law;

WHEREAS, the Planning Commission held a public hearing on September 10, 2026 and voted x-x to recommend approval to the city council; and

WHEREAS, the city council finds it to be in the best interest of its residents to amend city code to comply with state law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

SECTION I: Repealer. If any provisions of the City's Code previously adopted are inconsistent herewith they are hereby repealed.

SECTION II: Amendment. “17-33-9 Signs Permitted by Zone” is hereby *amended* to read as follows:

17-33-9 Signs Permitted by Zone.

ZONE	SIGN	SIZE	HEIGHT	LOCATION	OTHER
All	Construction	32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development	12 ft. maximum	On private property	Sign must be removed within 30 days from final building or inspection that allows occupancy or when 100% of the facilities are occupied whichever occurs first.
	Directional			In City right-of-way	Sign(s) paid for by applicant and installed only by Kaysville City subject to comply with the Kaysville City Directional Sign Policy.
	Development	32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development	12 ft. maximum	On private property	Permitted use in all zones. Allowed on property that is under development for a new subdivision or has

					an active building permit. Only allowed in residential development on projects where there are 3 or more units for sale/lease. Sign must be removed within 30 days from when 100% of the units/suites are occupied.
	Governmental				By government entity only
	Identification	36 sq. ft. maximum		Attached to main structure	Allowed with public or quasi-public uses. May be floodlighted, but not within 50 feet of a dwelling
	Interior				
	Low Profile	32 sq. ft. plus 1 sq. ft. for every 10 feet of frontage over 30 ft. to a maximum of 64 sq. ft.	4 ft. maximum	On private property and set back 6 ft. from property lines	One sign per street frontage and appropriately landscaped for the site. Permitted use in agricultural and residential zones. May be lighted.
	Name Plate	1 sq. ft. maximum per use — residential zones; 3 sq. ft. maximum per use — other zones		Attached to main structure	
	Open House	3 ft. maximum; 2 ft. in view obstruction area	Within 1,000 feet of real estate open for inspection. On private property not closer than one foot to sidewalk or property line.	Only displayed from one hour before to one hour after the time the real estate is open for actual inspection and not more than 5 continuous hours. Not more than four signs per open house. Not more than one sign on a parcel of property. Must have property owner's permission.	
	Political	32 sq. ft. maximum	6 ft. maximum	On private property <u>and park strips adjacent to private property. and not closer than 10 ft. to a driveway</u>	<u>Shall not be placed closer than 10 feet to a driveway.</u>

	Property (Real Estate)	6 sq. ft. maximum — residential zones; 32 sq. ft. maximum — other zones	6 sq. ft. maximum — residential zones; 12 ft. maximum — other zones	On private property	Shall be removed within 30 days after the property is sold
	Public Necessity				By public agency only
	Service	6 sq. ft. maximum	3 ft. maximum when free standing	On private property	May be lighted in GC, CC and LI zones
Public Use (PU), Professional Business (PB), General Commercial (GC), Central Commercial (CC), Light Industrial (LI), Health Care (HC)	Flat or Wall	25% of a wall area maximum	Not higher than building it is on	Attached to a building	Up to 40 sq. ft. may be promotional sign. Flat signs exposed to dwellings on adjacent property shall not be illuminated within 50 feet of such dwellings.
	Monument	32 sq. ft. plus 1 sq. ft. per every 5 ft. of frontage over 30 ft. to a maximum of 64 sq. ft.	5 ft. maximum	1 sign per frontage on private property.	The supporting structure of architectural detail of a monument sign is not calculated as sign area if the structure is incorporated into the surrounding landscaping design or with other structural or architectural aspects of the site. Architectural detail may extend beyond the 5 ft. height maximum by as much as 2 ft. and a horizontal distance of 2 ft. of the sign cabinet.
PU, GC, CC, LI	Banner	Limited to the difference between the size of the on-premise, ground sign, flat or wall sign and the size allowed.	Not higher than the sign or wall it is on.	On an on-premise, ground sign or building wall.	Shall only be displayed for up to one calendar year. Shall be maintained and kept in good repair.
	Menu Board	35 sq. ft. maximum	6 ft. maximum	Behind the front landscaped setback area on private property.	May be 2 per site
	On-Premise, Ground	1.5 sq. ft. per foot of frontage, up to 300 sq. ft. maximum within 300 feet of I-15; 1.5 sq. ft. foot of frontage, up to 200 sq. ft. maximum	45 ft. maximum within 300 feet of I-15; 30 ft. maximum within 3,000 feet of I-15 or within 1,320 feet of another Principal Arterial Street,	1 sign per frontage on private property.	Up to 40 sq. ft. may be promotional sign. Illumination may be built into or attached to signs. More than one sign on one parcel shall

		within 3,000 feet of I-15, or within 1,320 feet of another Principal Arterial Street; 1.5 sq. ft. per foot of frontage, up to 120 sq. ft. maximum at other locations.	including the east side of West Davis Corridor (SR 177) 8 feet maximum at other locations.		be separated by at least 100 ft. The base and structure of all on-premise ground signs beyond 300 ft. of I-15 shall be the same method of construction, style and design of the materials used in the construction of the building(s). The sign element shall be an integral part of the architecture and design of the site. The colors shall be subdued and unobtrusive. Signs with exposed metal supports or metal masking shall not be permitted.
PU, PB, GC, CC, LI	Electronic Message Center (EMC)	Allowable EMC size shall not exceed 50% of total allowed sign size and not more than 75% of any sign cabinet.			EMC signs shall not cause glare or rapid blinking, nor be intensely lighted so as to create a nuisance or hazard to vehicular traffic, pedestrians, or adjacent properties. EMC signs shall be capable of being programmed to automatically dim according to ambient light conditions. Conditional use in zones where permitted. Allowed only as part of monument and ground signs. As part of the conditional use review the designated Land Use Authority may consider hours of operation, sign height, sign size, and/or setbacks from property lines.
GC, CC, LI	Animated				
	Awning	25% of wall area maximum		Attached to a building	May be lighted, but not within 50 feet of a dwelling

	Balloon			On private property	Temporary and only allowed for less 30 days.
	Canopy		Structure limit in zone	Attached to a building	Must have building permit
	Marquee		Structure limit in zone	Attached to a building	Must have building permit
	Right-of-Way				Installed by City only when approved.
	Window				
GC, CC	"A" Frame or Pedestal	4 feet maximum width	6 feet maximum	On the private property on which the business is located or in the area between the street curb or shoulder and the front lot line of the property on which the business is located, but not obstructing the roadway or pedestrian ways.	Each business occupying a separate space in the building and having a separate exterior building entrance may display one such sign while the business is open for business.
	Projecting	32 sq. ft. maximum	Not higher than building it is on	Attached to a building	

SECTION III: Effective Date. This ordinance, in accordance with changes deemed necessary due to recent statutory modifications, while also being necessary for the peace, health, and safety of the city, shall become effective immediately upon posting.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this _____ day of _____, 20__.

Tamara Tran, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

CITY COUNCIL STAFF REPORT



MEETING DATE: October 1, 2026

TYPE OF ITEM: Work Items

PRESENTED BY: Nic Mills, City Attorney

SUBJECT/AGENDA TITLE: Discussion Regarding Proposed Amendments to Parking Citation Regulations and Fees

EXECUTIVE SUMMARY:

This item stems from recent issues with parking enforcement. First, city code, the consolidated fee schedule, parking citations, and the city website conflict regarding the amount of parking fines. Second, the city does not have a clear process for parking citation appeals. These issues have contributed to inconsistent and ineffective parking enforcement. The attached amendments to the parking ordinance and fee schedule are the first step to addressing these issues.

The proposed ordinance clarifies the process for contesting parking citations and the City's authority to collect unpaid civil penalties. Specifically, the ordinance provides that a person contesting a parking citation may submit a written appeal for review by a designated hearing officer. The ordinance also clarifies the City's ability to pursue lawful collection of unpaid civil penalties, including the recovery of reasonable costs of collection.

The proposed resolution amends the fee schedule to mirror the language of the parking ordinance.

Together, the proposed ordinance and resolution are intended to provide greater clarity regarding the parking citation appeal process, establish a consistent administrative framework for civil penalties, and ensure that the City's fee schedule accurately reflects the fees authorized by the ordinance.

Once these amendments are adopted, staff will make needed changes to the website and citations as well as ensure that administrative processes are in place for appeals.

City Council Options:

Move forward for action or give further direction to staff.

Staff Recommendation:

Fiscal Impact:

We anticipate that the amendments will have a positive fiscal impact by leading to more consistent and effective enforcement of parking violations.

ATTACHMENTS:

1. Parking Amendments Ordinance
 2. Fee Schedule Resolution
-

ORDINANCE __-__-__

AN ORDINANCE AMENDING THE PROCESS FOR PARKING CITATION APPEALS; PROVIDING FOR REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Council of Kaysville City, Utah, is authorized by law to enact ordinances governing parking regulations and to establish civil penalties and procedures for the enforcement and collection of such penalties; and

WHEREAS, Kaysville City has established procedures for the issuance and enforcement of civil penalties for violations of Title 6, Chapter 2b of the Kaysville City Code relating to parking; and

WHEREAS, the City Council desires to clarify that written appeals of Notices of Parking Violations may be reviewed by a Hearing Officer; and

WHEREAS, the City Council desires to clarify that, when civil penalties remain unpaid, the City may pursue lawful collection remedies and recover reasonable costs of collection, including collection agency fees, attorney's fees, and court costs, to the extent permitted by law; and

WHEREAS, the City Council finds that the amendments set forth herein are in the best interests of Kaysville City and its residents and will promote consistent, fair, and efficient administration of civil parking penalties.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

SECTION I: Repealer. If any provisions of the City's Code previously adopted are inconsistent herewith they are hereby repealed.

SECTION II: Amendment. Title 6, Chapter 2b, Section 9 shall be amended to read as follows:

6-2b-9 Payment of Civil Penalty.

Payment of a ~~€~~civil penalty for violation of any provision of this ~~€~~chapter may be made ~~by~~through the city website or

- ~~1. Making payment on line at kaysvillecity.com and selecting the "Parking violation" payment option; or~~
- ~~2. Making payment~~ by mail or in person at the Kaysville City Hall at 23 East Center Street, Kaysville, Utah 84037.

SECTION III: Amendment. Title 6, Chapter 2b, Section 10 shall be amended to read as follows:

6-2b-10 Appeal.

1. The Mayor shall appoint a hearing officer to ~~hear appeals relating to violations of this Chapter~~review written appeals and conduct hearings under this section.
2. Any person affected by a Notice of Parking Violation may ~~appear before a Hearing Officer to contest the alleged violation~~ submit a written appeal through. ~~The request for a hearing must be made on~~ the Kaysville City website or ~~by filing written notice of appeal~~ at the Kaysville City Hall within ten ~~(10)~~ days after issuance of the Notice of Violation. The appellant may submit written statements, photographs, affidavits, receipts, or other relevant evidence.
3. ~~The burden to prove any excuse for payment of the civil fee shall be on the person claiming the excuse.~~

3. The Hearing Officer shall review the written appeal and issue a written decision. If the hearing officer upholds the citation, the written decision shall advise the appellant that they may request an administrative hearing by filing a written request within ten days after the decision. Upon timely request, an Administrative Law Judge shall conduct an informal administrative hearing in accordance with Title 2, Chapter 8.
4. If the Hearing Officer finds that no unauthorized use occurred or an unauthorized use occurred but one ~~(1)~~ or more of the excuses set forth in this ~~S~~section is applicable, the Hearing Officer may dismiss the Notice of ~~unauthorized use~~Parking Violation and release the owner or driver from liability. Such excuses are:
 - a. ~~At the time of the receipt of the Notice, possession of the subject vehicle had been acquired in violation of the criminal laws of the State~~the Notice of Parking Violation was issued, the subject vehicle had been reported as stolen;
 - b. Compliance with the subject ordinances would have presented an imminent and irreparable injury to persons or property;
 - c. At the time of receipt of the Notice, possession of the subject vehicle had been acquired pursuant to written lease agreement or similar written agreement;
 - d. The subject vehicle was mechanically incapable of being moved from such location; provided, however, such excuse shall not apply to any vehicle which remains at such location ~~in excess of more than~~ six ~~(6)~~ hours;
 - e. Any markings, signs or other indication of parking use regulation were not clearly visible or comprehensible;
 - f. Such other mitigating circumstances as may be approved by the Hearing Officer.
5. The burden to prove any excuse shall be on the person claiming the excuse.
56. If the Hearing Officer finds that an unauthorized use occurred and no applicable excuse exists, the Hearing Officer may, in the interest of justice and on behalf of the City, enter into an agreement for the timely or periodic payment of the applicable civil fee.

SECTION IV: Enactment. Title 6, Chapter 2b, Section 11 shall be enacted to read as follows:

6-2b-11 Collection.

6. ~~If the civil fee imposed pursuant to this chapter remains unpaid after 40 days from the date of the Notice, or ten days after the due date established in any payment agreement approved by the hearing officer or Administrative Law Judge, the City may use any lawful means to collect the unpaid civil fee, including referral to a collection agency or commencement of a civil action. The person responsible for the civil fee shall be liable for the unpaid civil fee together with all reasonable costs of collection, including collection agency fees, attorney's fees, court costs, and any other costs incurred by the City in collecting the unpaid civil fee, to the extent permitted by law.~~

~~If the civil fee imposed pursuant to this Chapter remains unsatisfied after forty (40) days from the receipt of Notice, or ten (10) days from such date as may have been agreed to by the Hearing Officer, the City may use such lawful means as are available to collect such fee, including attorney's fees and costs.~~

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

SECTION VI: Effective Date. This ordinance being necessary for the peace, health and safety of the City, shall become effective immediately upon posting.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this ____ day of _____, 20__.

—

ATTEST:

Tamara Tran, Mayor

Annemarie Plazier, City Recorder

RESOLUTION __-__-__

A RESOLUTION AMENDING THE KAYSVILLE CITY CONSOLIDATED FEE SCHEDULE FOR FISCAL YEAR 2027 RELATED TO PARKING CITATIONS.

WHEREAS, the current fee schedule regarding parking citations conflicts with code provisions in Kaysville City Code Section 6-2b-7; and

WHEREAS, the amended provisions further clarify the City's authority to pursue lawful collection of unpaid civil fees and provide that the person responsible for an unpaid civil fee may be liable for reasonable costs of collection, to the extent permitted by law; and

WHEREAS, the City finds that establishing a consistent and clearly defined parking fee structure will promote uniform enforcement, provide greater clarity to the public, and improve the administration and collection of parking-related civil fees; and

WHEREAS, the City finds that the amendments set forth herein are in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

1. **AMENDMENT:** The “Parking Citation Fees” section of the consolidated fee schedule is amended as follows:

Parking Citation	
Overtime, Improper — and after — hours parking	\$15.00 (within 7 days) \$30.00 (after 7 days) \$40.00 (after summons)
Prohibited, restricted, — and double parking	\$15.00 (within 7 days) \$30.00 (after 7 days) \$40.00 (after summons)
Parking citation	\$40 (50% discount if paid within 10 days; 25% discount if paid within 10-30 days. If the civil fee imposed pursuant to this chapter remains unpaid after 40 days from the date of the Notice, or ten days after the due date established in any payment agreement approved by the hearing officer, the City may use any lawful means to collect the unpaid civil fee, including referral to a collection agency or commencement of a civil action. The person responsible for the civil fee shall be liable for the unpaid civil fee together with all reasonable costs of collection, including collection agency fees, attorney's fees, court costs, and any other costs incurred by the City in collecting the unpaid civil fee, to the extent permitted by law.)

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this ____ day of _____, 20__.

—
ATTEST:

Tamara Tran, Mayor

