



KAYSVILLE CITY COUNCIL

Meeting Minutes - APPROVED

JUNE 7 2018

Meeting minutes of a regular City Council meeting on June 7, 2018 at 6:15 p.m. in the Council Room of the Kaysville City Municipal Center, 23 East Center Street, Kaysville, UT.

Present: Mayor Witt, Council Member Barber, Council Member Page, Council Member Adams, Council Member Hansen, Council Member Garn.

Others present: City Manager Shayne Scott, City Engineer Andy Thompson, City Recorder Maria Devereux, City Attorney Nic Mills, Parks and Recreation Director Cole Stephens, Margaret Brough, Brigg Lewis, H. Lynn Galbraith, Randi Von Bose, Alan W Auger, Seth Faerber, Kathy Kay Brewer, Jacquie Jones, Rick Jones, Bruce Rigby, Sol Oberg.

CITY COUNCIL MEETING

PUBLIC HEARINGS

KAYSVILLE CITY COUNCIL BUDGET HEARING FISCAL YEAR 2019 – ENTERPRISE FUNDS INTER-FUND SERVICES AND TRANSFERS.

Dean Storey, Finance Director, gave an overview of enterprise funds, and inter-fund services and transfers.

Mayor Witt explained that a letter was distributed to the public, and a video was placed on the website with more explanation of inter-fund services and transfers. She explained this as a more economical and efficient process.

Public Comment

Lynn Galbraith stated that he had concerns with intermingling of funds. He stated that if there are extra resources, extra funds, they should go back to the residents.

Margaret Brough explained that per Proposition 5, the City should leave funds alone. She stated the need for transparency and an open auditing platform.

KAYSVILLE CITY COUNCIL BUDGET HEARING FISCAL YEAR 2019

Dean Storey, Finance Director, explained the two items and advised approval was needed; Amendments to the Kaysville City Fiscal Year 2018 Budgets and Consideration of the Kaysville City Fiscal Year 2019 Budgets. He noted that the tentative budgets have been adopted and are available for public inspection at the City Office building (23 East Center St.) during regular business hours.

Council Member Barber made a motion to close the Budget Hearing, second by Council Member Hansen and was unanimous.

KAYSVILLE CITY COUNCIL PUBLIC HEARING

THE ADJUSTMENT OF A COMMON MUNICIPAL BOUNDARY WITH LAYTON CITY TO REMOVE APPROXIMATELY 0.005 ACRES OF PROPERTY AT APPROXIMATELY 166 WEST MUTTON HOLLOW ROAD FROM KAYSVILLE CITY AND ANNEX IT INTO LAYTON CITY

Andy Thompson noted that the property owner Eric Martz needs a few additional feet of property and explained it is a minimal piece of property. He advised there is no impact to the City. He explained that the applicant, Mr. Eric Martz, has been working with Layton City to build on the Layton City side of the boundary. During this process it was determined that in order to meet Layton City's required setbacks that additional property is necessary.

The adjustment in consideration would take about 218 sq. ft. of property which is a sliver of property less than 3 feet wide along the shared city boundaries.

No Public Comment.

Mayor Witt closed the Public Hearing at 6:55 pm.

CITY COUNCIL MEETING

CONSENT ITEMS

Mayor Witt called for a vote on the Consent Item: Irrigation Material Purchase – State Contract.

Shayne Scott explained that in the November 16, 2017 City Council Meeting the City Council approved the construction of Pioneer Park. Part of that approval for the park included the cost of irrigation and landscaping. He noted that we are now at the phase of the project where we need to begin the installation of the irrigation system. The City has received bids for the irrigation materials from three State Contract vendors. The bids are for parts and materials only. The city staff will self-perform the install of the irrigation system. The bids came in lower than what was previously estimated.

Council Member Garn made a motion to approve the consent agenda, second by Council Member Page.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

DISCLOSURE OF CONFLICT OF INTEREST

Council Member Adams disclosed that he has friends that are presenting on various action items.

ACTION ITEMS

THE ADJUSTMENT OF A COMMON MUNICIPAL BOUNDARY WITH LAYTON CITY TO REMOVE APPROXIMATELY 0.005 ACRES OF PROPERTY AT APPROXIMATELY 166 WEST MUTTON HOLLOW ROAD FROM KAYSVILLE CITY AND ANNEX IT INTO LAYTON CITY.

Andy Thompson, City Engineer, explained that the applicant, Mr. Eric Martz, has been working with Layton City to build on the Layton City side of the boundary. During this process it was determined that in order to meet Layton City's required setbacks that additional property is necessary.

He believes that the adjustment in consideration would take about 218 sq. ft. of property which is a sliver of property less than 3 feet wide along the shared city boundaries. Removing this property from Kaysville City does not create a violation of Kaysville City Ordinances. At the beginning of May the City Council passed a Resolution of Intent to Consider the Boundary Adjustment. Since that time the required notice has been mailed, posted, and published for the public hearing and consideration of the ordinance. As of the date of this report staff has not been made aware of any objections from affected entities regarding the proposed changes. Layton City has been going through a similar process for consideration of the Boundary Line Adjustment.

Council Member Page made a motion to approve Ordinance 18-6-1, approving the adjustment of a common municipal boundary with Layton City to remove approximately 0.005 acres of property at approximately 166 West Mutton Hollow Rd from Kaysville City and annex it into Layton City, second by Council Member Adams.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

**PRELIMINARY PLAT APPROVAL FOR SHADYBROOK SUBDIVISION LOT 4 AMENDED
CONSISTING OF 4 LOTS AT APPROXIMATELY 600 NORTH HILL FARMS LANE.**

Andy Thompson, City Engineer, explained that the applicants desire to subdivide their property at the above listed address for the purpose of creating three additional building lots. The property is just under 4 acres in size and includes 1 home on the western portion of the lot. The request is to extend the stub street from the south and complete the cul-de-sac with the new lots having access off of the new street. The new lots range in size from 20,019 square feet to 31,431 square feet and the remaining lot with the existing home will be on a lot of almost two acres. He noted that this property was preliminarily platted with the original Hill Farms Subdivision and included three new lots in a slightly different configuration than currently requested. This plat meets the requirements of the R-1-20 zone, and leaves Hill Farms in compliance as well.

Council Member Adams asked for additional information from Andy Thompson in regard to this subdivision.

Council Member Garn made a motion to approve the preliminary plat for Shadybrook Subdivision Lot 4 amended consisting of 4 lots at approximately 600 North Hill Farms Lane, second by Council Member Page.

Council Member Adams made a substitute motion to table the item for two weeks to look at additional data. There was no second to the motion.

Council Member Barber noted that even with removal of open space that zoning requirements didn't change, they are still within City guidelines.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Nay
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes four to one.

REZONE OF 1.1 ACRES OF PROPERTY AT 1915 SOUTH SHEPARD LANE FROM A-5 (HEAVY AGRICULTURE) TO THE R-1-20 (SINGLE FAMILY RESIDENTIAL) ZONING DISTRICT.

Andy Thompson explained that the Brewer family's property is on the corner of Sunset Drive and Shepard Lane. The rezone request is for the eastern panhandle portion of the property which consists of just over an acre. The subject property includes some A-1 zoning, but is adjacent to the R-1-20 district to the North and East. There is more A-5 property to the southwest which is controlled by the Central Davis Sewer District. The A-5 zoning district is for large farm properties of 5 acres or larger. The applicant's home, while on the same property, is actually located in the A-1 zoning district and would remain on 2 acres in compliance with the existing zoning district. The requested zoning would accommodate potential future development where the subject property could not develop under the existing zoning district.

Council Member Hansen noted that he lives close to this area and asked if it is a water shed area.

Andy Thompson stated yes, there is a stream running through the property.

Council Member Barber made a motion to approve the rezone of 1.1 acres of property at 1915 South Shepard Lane from A-5 (Heavy Agriculture) to the R-1-20 (Single Family Residential) zoning district, second by Council Member Page.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

APPROVAL OF THE CARBON FREE POWER PROJECT. (RES. 18-6-01)

Shayne Scott, City Manager, explained that Kaysville City has been discussing the CFPP (Carbon Free Power Project) also known as SMRs or Small Modular Reactors for a few years now. This is UAMPS latest project proposal for resource and is targeted at those coal resources that have gone or are slowly going away as options for UAMPS cities. He noted that some of the City Council have heard about this project before. This new technology is very safe with no carbon emissions but is in the early stages of licensing. The Department of Energy is very involved in this project. They are funding 50% of the cost to develop this new technology.

Council Member Hansen asked for clarification of the \$10,000 fee and if it were ongoing.

Shayne Scott noted that City staff are recommending that Kaysville's participation level be 1MW at this time. There will be more opportunities to increase our share later if we desire.

The power commission has approved this level of participation. He clarified that the fee of \$10,000 is a one-time fee and that transparency is paramount.

Bruce Rigby explained that if the project fails, up to 6M is completely reimbursable.

Council Member Hansen made a motion to approve the Carbon Free Power Project, second by Council Member Garn.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

APPROVAL OF NET METERING AGREEMENTS

GRANDFATHERED NET METERING AGREEMENT (MONTHLY CREDIT/PAYMENT) AND THE NEW NET METERING AGREEMENT (PRODUCTION EQUAL TO CONSUMPTION).

Shayne Scott gave an overview of the Net Metering Agreements. He explained that since updating the Kaysville City New Metering Agreement earlier this year, City Staff have come across a few areas where we would like to be more productive in the administration of this agreement. The proposal is for two specific changes to the Net Metering Agreement.

The first change to the agreement implemented on January 1, 2018 is that the Net Metering customer cannot produce more kWhs than they consume during the calendar year. If they are paid for more kWhs than they consume during the year, they will have to pay Kaysville City Power and Light back over the following 6 months. This is to encourage them not to overbuild their systems.

The second suggested change would be to the old Net Metering agreement (all grandfathered solar customers). We would like to pay them each month for their over production (instead of waiting until the end of the year to pay them). This would save the billing staff a lot of time each month. Currently all calculations are done by hand to calculate approximate 200 bills each month in this grandfathered status. This change would eliminate the need to hand calculate those bills. The current billing system could do all of them.

Bruce Rigby explained that the Power Commission has voted in favor of making these two changes and Nic Mills has reviewed the attached agreements with the suggested changes

Council Member Garn made a motion to approve the Net Metering Agreement modifications (both Agreements), second by Council Member Barber.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

HUMAN RESOURCE MANUAL ADOPTION

Shayne Scott, City Manager, believes that this manual has been vetted and is excited about the outcome. He explained that he will hold a meeting with staff in regard to this manual. He explained that policies throughout the manual have been updated, such as, with travel, rates, and the drug use policy. He explained that there are no significant changes but more details have been documented.

Council Member Page stated that it is important to put responsibilities in writing with liability, discipline, and praised the transparency of the document.

Council Member Page made a motion to adopt the Human Resource Manual, second by Council Member Garn.

The vote on the motion was as follows:

Council Member Barber, Yea
Council Member Page, Yea
Council Member Adams, Yea
Council Member Garn, Yea
Council Member Hansen, Yea

The motion passes unanimously.

WORK ITEMS

BUDGET DISCUSSION

Shayne Scott, City Manager, reviewed budget items and discussed Fire Dept. uniforms, proposal of a Salt Storage Shed for Public Works, plans for the old library and Truth and Taxation in August. He asked for direction from the Council.

Council Member Garn noted that the Salt Storage building is a necessity and a requirement for the City.

Shayne Scott noted that Salt Storage building is costly but will be long term solution and is necessary.

Council Member Hansen stated that he is in favor of Truth and Taxation based on an annual review.

Council Member Adams stated that the fire truck still viable and doesn't see a need for replacement at this time.

Mayor Witt noted that the tentative budget will be discussed at next meeting, she encouraged the council to talk to other council members and Dept. Managers and discuss budget items beforehand.

ECONOMIC DEVELOPMENT PLAN

Shayne Scott gave an overview of the need for an Economic Development Plan. He explained that over the past few months the Kaysville City Council has had some discussion about the role of the staff and the role of the City Council when it comes to Economic Development. Although Economic Development decisions have been made by both Staff and Council over the previous decades in Kaysville, currently, Kaysville City has no written Economic Development standards. He noted that Staff has reached out to other Davis County cities for examples of Economic Development Plans or Standards and all of those cities that responded indicated that they do not currently have an Economic Development Plan.

Feedback received about why no plans are in place indicated that because Economic Development activities are constantly changing and because of the malleable nature of Economic Development in general, a plan can be problematic. Staff would recommend an Economic Development Policy in the form of a Resolution that would address issues surrounding Economic Development in Kaysville.

Council Member Garn noted that he supports incentives going to businesses.

Mayor Witt stated that she would like to discuss parameters and set general guidelines.

Shayne Scott noted that he will review this matter with staff and continue the discussion.

PUBLIC COMMENT

Randy Von Bose feels that community wants good service, good roads, and expressed that a balance needed.

COUNCIL MEMBER REPORTS

Council Member Page discussed a workshop on land use on the 24th of August, in Kaysville.

Council Member Barber explained that she is working with the new Youth City Council.

Council Member Hansen announced that he is resigning at the end of July.

Mayor Witt noted that the City will accept letters of interest for the vacancy.

Mayor Witt expressed appreciation for Council Member Hansen's service to the community.

CLOSED MEETING

Council Member Hansen made a motion to enter into closed session at 9:22pm with a 10 minute break, second by Council Member Page and passed unanimously.

Council Member Hansen made a motion to adjourn the closed session, second by Council Member Page and passed unanimously.

ADJOURNMENT

Council Member Barber made a motion to adjourn the meeting at 10:55 pm, second by Council Member Garn. The motion passed unanimously.

Maria Devereux/City Recorder