

KAYSVILLE CITY COUNCIL
May 20, 2021

Minutes of a regular Kaysville City Council meeting held on May 20, 2021 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Katie Witt, Council Member Michelle Barber, Council Member Mike Blackham, Council Member Andre Lortz and Council Member Tamara Tran (via phone)

Excused: Council Member John Swan Adams

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, Finance Director Dean Storey, City Recorder Annemarie Plaizier, Information Technology Assistant Jordan Hansen, Community Development Director Lyle Gibson, Assistant Finance Director Levi Ball, Public Works Superintendent Josh Belnap, Sargent J. Jensen, Officer C. Bartleson, K-9 Officer “Rocky”, Rebecca Openshaw, Benj Becker

OPENING

Council Member Blackham opened the meeting by introducing K-9 handler Officer C. Bartleson and “Rocky” and thanked them for the work they do.

Officer Bartleson gave a demonstration of he and Rocky’s police training.

Council Member Blackham led the Pledge of Allegiance.

PRESENTATIONS AND AWARDS

PROCLAMATION DECLARING MAY 16-22, 2021 AS NATIONAL PUBLIC WORKS WEEK

Mayor Witt read a proclamation declaring May 16-22, 2021 as National Public Works Week and urged all citizens to join with the Council in expressing appreciation to our Public Works department employees and to recognize the many contributions they make to protect our public’s health, safety and quality of life.

PUBLIC WORKS DEPARTMENT PRESENTATION

Public Works Director Josh Belnap explained that their department focuses on a few main areas: streets, water, storm water, engineering and inspections. They try to work with residents as much as possible to help identify and resolve issues. Our city mechanics take care of our fleet and makes sure they have regular maintenance on them. The street sweeper conducts two to four passes on over 130 miles of city roads in one year. We have employees who ensure that we comply with Storm Water Prevention and conduct enforcement when necessary. Our department also oversees water quality as part of annual monthly testing and reporting to the health department. Monitoring our water quality is one of our biggest focuses because it involves public health. Our department also over sees garbage can maintenance, delivery and storage. Our city is serviced by six water

tanks and we inspect them regularly to help ensure that they are functioning properly. We also have two large pumps to even out our water pressures in the city. Our employees check fire hydrants to ensure that they are working properly. The state is working towards requiring that anyone working with culinary water lines obtain an operator's license. Our employees are continually going through training. We have a couple of employees that monitor the installation of above ground water sites to ensure they are installed correctly. Most of the city's meters are read electronically now with the new AMI system which was installed over the last couple of years. That project is almost complete we work to finish installation of the digital meters at some commercial sites. Our department's inspector conducts plan reviews and coordinates the installation of infrastructure with proposed developments. He works with the design and coordination on plans and bids on city projects. We have struggled to find and keep any of our part-time staff. In 2020 we reviewed a road utility report in January which focused on vehicle replacement schedules and best practices. We also worked on updating our standard operating procedures regarding storm water. There were further efforts regarding water modeling and project designs. Our department has been working with UDOT on two large projects: the West Davis Corridor and the Highway 89 construction. The Highway 89 project is slowly ending in our area in regards to the impact it has had on Public Works. We have had times where we have had to have brief water shutdowns while water lines were relocated and have had to have most employees on standby just in case. As part of the Highway 89 construction project, we've also had 0.5 miles of new storm drain installed, another tank built and the automation of three of our water tanks. Mr. Belnap thanked those who work with him in the Public Works Department and encouraged the public to tell them thanks when they see them around the city.

Mayor Witt commented that the state is in drought conditions and asked what the city is doing to moderate the amount of water being used.

Josh Belnap responded that most of the water conservation efforts are focused on outside water usage. In Kaysville, the vast majority of irrigation is through secondary water. The city is still concerned about this water usage even though we are not the secondary water providers. We all have the opportunity to conserve water in other ways, such as installing water efficient fixtures. We are looking into creating rebates for those who are showing an effort to conserve. We don't want people to underuse water because it can cause issues, but water is a finite resource and we are inefficient in how we use our water in this area. The little things will help. We are fortunate to have access to good drinking water, but it's not a guarantee. It's dependent on what people do. We are encouraging conservation. A careless approach to this could get us into trouble. The city's secondary water providers have shorted the dates for the irrigation season, but may shorten them further. We need to be more mindful and there is a lot everyone can do to be more efficient.

PRESENTATION BY ZIONS BANK PUBLIC FINANCE ON ECONOMIC DEVELOPMENT PROJECT AREAS

Lyle Gibson said that the City Redevelopment Agency Board recently approved a resolution to enter into a contract with Zions Bank Public Finance for services in helping create a new economic development area in Kaysville. Part of the scope of that process was to have the consultant provide information to the City Council, or Redevelopment Agency Board, to ensure that they are informed in more detail about what the process will create, what to expect through the process and help answer questions before other components of their work begins.

Benj Becker, representing Zions Bank Public Finance, said that community reinvestment areas (CRAs) are created for stimulating new development and redevelopment. A CRA is authorized to create project areas and use property tax increment to help pay for infrastructure improvements, land acquisition, affordable housing, or other development projects. A CRA negotiates the amount of tax increment through interlocal agreements. These CRAs are created in an area to help that specific area. It is an economic development tool that encourages appropriate development and redevelopment. It is not intended to enhance developer profits, but rather to bridge the gap with what is supported by the market and the vision of the city. Its intent is to complement existing planning and visioning efforts. If the city feels a specific area of land has value and could benefit the community the city may consider offering incentives. It might help enhance a functional project to something just a little bit better. Internet sales have significantly changed people's retail activity and with that we see less of a need for retail space. Most people tend to shop online now and so the space needed per capita for a business has dropped. Kaysville's taxable sales has gone up significantly as well. Because of the pandemic, we have seen more people working from home and less people going to places like Station Park to shop. In the past most of Kaysville's sales occurred in the commercial areas along 200 North and Main Street. Now we see purchases being made all over the city because of online purchases. The West Davis Corridor will likely change our retail patterns within the city as well. There is a pressure on downtown that needs to be considered with a CRA. How will we attract people to come downtown? This is part of the CRA process. First, we need to determine the need and vision of the city, and from there the city will need to reach out to taxing entities to share the city's vision. It's critical that the city gets taxing entities on board. A CRA is more than just one developer proposing one project. Rather it's an area of the city and what we want to see for the area. Consider what the city is missing in Kaysville right now. What kind of jobs would we be able to create? What is our vision? The city will want to work closely with the General Plan. After we have determined these things, the city would adopt a resolution. The city would then prepare a project area plan and budget, and continue sharing the vision with taxing entities. We would look at what we think it would generate long-term, and then local agreements would be created for the development. It is key to understand what it is we want and for what area. The CRA does not need to be one continuous area. Look at areas that the city feels could generate income and benefit the city. Guidelines would be drawn up to show how tax increments would be distributed so it is clear to the public and to the development. The Council would know the metrics of the project clearly and will make sure proposals fits with those metrics. They will need to know the use of tax increment and will make sure the benefits of the project outweighs the needed incentives. If there is a gap then we need to look at market needs and what is feasible on the current market. Will the use be the highest and best use of that land? Look at the financial return and try to understand why a developer is pursuing what they are. What are the fiscal impacts from the project as well as the community impacts?

Council Member Blackham asked about how a CRA would affect existing businesses within that area designated as a CRA.

Benj Becker responded that those businesses would qualify to receive some of these incentives to reinvest in their own property. They would be considered adding value to the property and in turn to the area. We are looking for quality development or redevelopment projects.

Council Member Tran asked if a CRA agreement would renew after so many years.

Benj Becker responded that the length is determined by taxing entities but usually is renewed after around 20 years. Typically it needs more time than 10 years in order to generate enough value. The agreement can also be extended as long as all other taxing entities agree to it.

Mayor Witt thanked Mr. Becker for presenting to the Council.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Blackham made a motion to accept the following consent items:

- a. Approval of Minutes of April 15, 2021.
- b. Approval of Minutes of April 17, 2021.
- c. Reappointment of Planning Commissioners Josh Sundloff and Wilf Sommerkorn, and appointment of Planning Commission Alternate Cody Branch.
- e. Paramedic Services Agreement with Davis County.

The motion was seconded by Council Member Lortz.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea

The motion passed unanimously.

D. APPROVAL OF A RESOLUTION AUTHORIZING AN AGREEMENT WITH POST ASPHALT AND CONSTRUCTION FOR THE 2021 PAVING PROJECT

Council Member Blackham asked about the contract and bid with Post Asphalt and Construction.

Josh Belnap responded that because of problems that have occurred in the past city staff has decided to present a resolution authorizing an agreement with the contractor before any bid is officially rewarded. This gives more time to the city to work out the agreement and give them official notice to proceed.

Council Member Barber made a motion to approve a Resolution authorizing an Agreement with Post Asphalt and Construction for the 2021 Paving Project, seconded by Council Member Tran.

The vote on the motion was as follows:

Council Member Tran, yea
Council Member Lortz, yea
Council Member Barber, yea
Council Member Blackham, yea

The motion passed unanimously.

ACTION ITEM

PRELIMINARY PLAT FOR THE DESERET LANDING SUBDIVISION 1ST AMENDED AT 547 SOUTH DESERET DRIVE – MIKE FORD

Lyle Gibson explained that Mike Ford, the applicant, is requesting preliminary plat approval for the Kaysville Commercial Deseret Landing Subdivision 1st Amended located at 547 South Deseret Drive. The plat accommodates a planned development for commercial flex space. It proposes to break up the existing lot into a 3.0 acre lot to the east with a specific use yet to be determined, and four additional lots on the west half of the property to allow for the division of ownership of the buildings proposed to be built. Mr. Ford has been working with Staff to coordinate the development of these lots with the property to the south and has created the plat accordingly to accommodate the proposed buildings. As part of the coordination of this project with the commercial development to the south, the applicant has completed the engineering and will be requesting final plat approval from the Planning Commission if the preliminary plat is approved by the Council. The plat complies with the existing LI zone and development agreement. The engineering and design has been reviewed by all applicable agencies and found to be in compliance. The Planning Commission voted unanimously to forward a favorable recommendation for the preliminary plat to the City Council as proposed.

Council Member Blackham asked if the spaces in the buildings would have individual ownership.

Lyle Gibson responded that the developer has indicated that ultimately that is what they would like to do, but wanted to wait until they knew the specific layout of each building. They plan to come back later to split the spaces into individual ownerships.

Council Member Barber made a motion to approve the preliminary plat for the Kaysville Commercial Deseret Landing Subdivision 1st Amended at 547 South Deseret Drive for Mike Ford, seconded by Council Member Lortz.

The vote on the motion was as follows:

- Council Member Lortz, yea
- Council Member Barber, yea
- Council Member Blackham, yea
- Council Member Tran, yea

The motion passed unanimously.

ADOPTION OF THE FISCAL YEAR 2022 TENTATIVE BUDGET

Finance Director Dean Storey explained that the City Council and Staff have been reviewing and working on the Fiscal Year 2022 budget over several weeks now and the tentative budget is now ready for adoption. Adopting the tentative budget allows the public to be able to have the

opportunity to review the budget before it receives final approval in August. Over the next several weeks city Staff will present amendments to the council as further information is received.

Council Member Lortz made a motion to adopt the Fiscal Year 2022 Tentative Budget, seconded by Council Member Blackham.

Mayor Witt commented that the Council and Staff have been working hard together and discussing this budget over several meetings to try to work out all of the parameters. We will continue to have more discussion moving forward in upcoming public meetings.

Council Member Blackham asked about Truth in Taxation.

Dean Storey reviewed the timeline for the budget and explained that Truth in Taxation hearings will be held as required and notice will be sent to all taxpayers beforehand.

Mayor Witt added that an Open House would be held to help explain what is being proposed. The required Public Hearing will also be held separately before the Council votes on it.

The vote on the motion was as follows:

Council Member Barber, yea
Council Member Blackham, yea
Council Member Tran, yea
Council Member Lortz, yea

The motion passed unanimously.

CALL TO THE PUBLIC

Nothing was brought under this item.

COUNCIL MEMBER REPORTS

Council Member Barber said that information about the 4th of July events has been posted on the city's website. Because July 4th is on a Sunday this year, most of the events will be held on Saturday, July 3rd, with a patriotic devotional being held Sunday morning.

Council Member Blackham commented that May is Building Safety Month and thanked our city's building department for all the work that they do.

Mayor Witt commented that the state is in a serious drought this year and we need to do whatever we can to reduce water usage, specifically outdoors. Unless we have more precipitation over this next year, things will only get worse.

CITY MANAGER REPORT

Shayne Scott commented that last week the city treated employees to lunch from a local taco truck and expressed appreciation for our city employees.

ADJOURNMENT

Council Member Barber made a motion to adjourn the City Council meeting at 8:32 p.m., seconded by Council Member Lortz and passed unanimously.