

LIBRARY ENDOWMENT BOARD MEETING  
March 17, 2022

Minutes of the Library Endowment Board Meeting held on March 17, 2022 at 6:45 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 East Center Street, Kaysville, UT.

Board Members present: Tamara Tran, John Swan Adams, Mike Blackham, Abbigayle Hunt, Nate Jackson and Perry Oaks

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, Secretary Mindi Edstrom, Community Development Director Melinda Greenwood, Fire Chief Paul Erickson, Matt Goff, Jerry Goodspeed, Laurene Starkey, Val Starkey, Dwain Klein, Tyson Smith

**OPENING**

Chairperson Tran opened the meeting by welcoming those present.

Matt Goff, the Deputy Director of the Davis County Library, explained that the Blood Endowment Fund was created in 1993 by Alan and Kay Blood to purchase library materials for the residents of Kaysville. Originally, the Kaysville City Library was the recipient of those items, but in August 2006, the City Library joined the Davis County Library as the Kaysville Branch. Since that time, the Davis County Library has made requests for funds from the Library Endowment Funds to improve library materials for the Kaysville Branch. The money is used to enhance the Kaysville Branch collections used in addition to, and not as a replacement for County funds. The requests for funds for the library must come from the interest accrued from the Library Endowment Fund and not the principal amount. Due to unforeseen circumstances brought on during the COVID-19 pandemic, the library postponed any requests in 2020 and 2021. For 2022, the Davis County Library is requesting \$20,000 to be spent towards new titles and replacements in adult fiction, adult nonfiction, young adult, children's and eAudio collections. More funds will be used towards young adult and children's collections as those areas tend to have a higher turnover than the adult counterparts, and are subject to more wear and tear. EAudio titles are being requested because the trend of users in the library system is moving toward digital titles on devices using the Libby app rather than the traditional physical books or compact discs.

Board Member Blackham made a motion to approve the request for use of funds in the amount of \$20,000 from the Blood Endowment Flood, seconded by Board Member Oaks.

The vote on the motion was as follows:

Board Member Oaks, yea  
Board Member Blackham, yea  
Board Member Adams, yea  
Board Member Hunt, yea

Board Member Jackson, yea

The motion passed unanimously.

**ADJOURNMENT**

Board Member Adams made a motion to adjourn the Library Endowment Board Meeting at 6:58, seconded by Board Member Blackham and passed unanimously.

KAYSVILLE CITY COUNCIL  
March 17, 2022

Minutes of a regular Kaysville City Council meeting held on March 17, 2022 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson and Council Member Perry Oaks

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, Secretary Mindi Edstrom, Community Development Director Melinda Greenwood, Fire Chief Paul Erickson, Matt Goff, Jerry Goodspeed, Laurene Starkey, Val Starkey, Dwain Klein, Tyson Smith

**COUNCIL MEETING OPENING**

Council Member Hunt opened the meeting by sharing a thought and led the audience in the pledge of allegiance.

**CALL TO THE PUBLIC**

Dwain Klein said that he had spoken with the community director about the “Flip the Strip” program. Mr. Klein asked the council to consider giving direction to Staff to work with Weber Basin for the city to adopt and qualify for the program. Mr. Klein says he believe that Kaysville residents want to do the right thing and would like to do their part to help conserve water, but that the council can still give direction and leadership to the city. If we can qualify for the program, it would send a clear message to our citizenship that the city council is serious about Kaysville citizens doing their part.

**PRESENTATIONS AND AWARDS**

**UTAH STATE UNIVERSITY DAVIS HERITAGE FESTIVAL**

Jerry Goodspeed, the USU Botanical Center Director, said that the Davis County Fair was eliminated last year and Utah State University felt that their holding a similar community event would be in the best interest to the community. They will be holding a “Davis Heritage Festival” on May 19-21, 2022 at the USU Botanical Center. The event will celebrate the history, agriculture, animals and crafts specific to Davis County. People from the Heritage Museum will be there to share information about this area’s history. There will also be demonstrations and activities, which will include art, quilting, food, gardening, as well as other areas. The Davis County Library will be doing story time for kids. There will also be baby animals to see, horse rides, miniature train rides, kids crafts, local entertainment and food trucks. Mr. Goodspeed added that this year the festival will be held out in their field, but they will soon be constructing another building as an indoor arena as well as an outdoor arena for the community. The USU Botanical Center has a membership program, and very few of their members are from Kaysville. They plan to push more

advertising for their membership program, and encouraged the council members to also become members. They are also looking for volunteers for the Davis Heritage Festival.

### FIRE DEPARTMENT REPORT

Fire Chief Paul Erickson presented the report of the Kaysville Fire Department from the 2021 year. Chief Erickson explained that the fire department is staffed with 16 full-time firefighters, 16 part-time firefighters and a part-time administrative assistant. In May our staff numbers will go up again with the incorporation of the paramedic program. They have ordered a new command vehicle and the current command vehicle will be converted into a paramedic rescue vehicle in May. Our Annual Training Plan includes over 80 firefighter specific classes and 45 medical specific classes, plus over 113 hours of continuous education. They conduct over 1,000 annual inspections a year. They had to cancel their annual Fire Department Open House again last October, but they plan to hold it this year in October. They were able to participate in the city's Trunk or Treat event with the Police Department, and they have been able to do school visits again. Our department has stayed consistent over the years in regards to responses. We have been at 64% for EMS responses for the past 3 years. We did get 300 more calls in 2021. Our department is 78% compliant with the NFPA standard. The day and time of the week that we get our most calls are, and has been, very consistent over the last 5 years. In continuing to deal with the COVID-19 pandemic, the fire station was closed to the public and so no tours were conducted. We have been able to help with rapid testing over the last couple of years, which has been a help to the community. Only four of our firefighters were infected by COVID-19, but zero response was degraded. The department received some ARS funding which helped to purchase new radios, AED's for patrol and other vehicles, and PPE lockers.

Council Member Blackham asked about the paramedic program.

Chief Erickson responded that the paramedic program for Kaysville would begin in mid-May.

### DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

### CONSENT ITEMS

Council Member Oaks made a motion to approve the following consent items:

- a. Approval of Minutes of March 3, 2022.

The motion was seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Blackham, yea  
Council Member Adams, yea  
Council Member Hunt, yea  
Council Member Jackson, yea  
Council Member Oaks, yea

The motion passed unanimously.

## WORK ITEMS

### FLIP YOUR STRIP PROGRAM DISCUSSION

Melinda Greenwood explained that last year the Planning Commission and City Council discussed water conservation programs, such as Weber Basin Water Conservancy District's "Flip Your Strip" program, but declined to adopt any ordinances at the time. Kaysville's ordinances do not prohibit a homeowner from removing grass from a park strip or installing xeriscaping, but without adopting ordinances that satisfy Weber Basin's parameters for their program, there is no financial incentive or rebate to a homeowner to do so. Staff is seeking direction from the council on whether or not to pursue Weber Basin's option or just inform residents they are free to make changes as they wish. Staff is also recommending to residents to check with their HOA to see if they have requirements that must be followed in regards to their park strips. Kaysville City does not prohibit nor require any type or landscaping. Weber Basin Water Conservancy District is the wholesale water provider who then sources the secondary water irrigation within Kaysville. We do have three different irrigation companies in Kaysville. There have been some programs put into place and there have been a few bills passed at the State Legislature this year that will affect an HOA's and any municipality's ability to require turf and landscaping. The state has set aside some money that would help to fund these types of rebate programs. The state is still sorting out the details on that and so we don't yet know how that program will work, but the intent is to have all of the water conservancy districts still be the ones authorized to use those funds to reimburse and rebate property owners for removing turf. Weber Basin is working to allow existing homeowners to participate in turf removal programs without concern of being in conflict with ordinances, and to hold new development to a higher water use standard. There are some requirements from Weber Basin in order for property owners to be qualified for the rebate amount. As part of those requirements, the local municipality must adopt an ordinance that supports Weber Basin's goals and meets their minimum requirements. Layton, Washington Terrace, Riverdale and Clearfield have already adopted these ordinances for Weber Basin as of this point. There are a number of other cities that are looking to follow suit.

Council Member Oaks asked about if Weber Basin was offering other landscaping incentives.

Melinda Greenwood responded that currently Weber Basin is only participating in the "Flip the Strip" program. Depending on what the state decides to do with the funding, they may expand the program to other areas of a property.

Council Member Blackham that the state also passed a bill requiring that secondary meters be installed and he feels that those meters will help people become more aware about their water usage.

Council Member Oaks said that there are still a lot of unknowns with the state bills that have passed, and it would be best to wait to adopt any ordinance until we have more understanding.

Council Member Jackson said that installing meters will be very costly for every city in our state. Those cities who start now to get meters installed are more likely to get financial help from the state because eventually that money set aside will run out. The drought has, and will continue to affect all of us. Our snowfall average has been severely declining over the last 30 years and water

conservancy is a severe issue that we need to get a handle on. The city is going to need a lot of resources to get secondary water meters installed, as well as educate our residents about this. The money being given to people for rebates could be used rather to help our cities and municipalities install these water meters. We are all in this together and we all need to change our watering habits.

Council Member Hunt commented that it will take several years for us to get all of the meters installed and running. We will have people who will be water every day, twice a day. We will have some people who will try to hook their irrigation system up to their culinary water. This Weber Basin program helps to educate individuals. As individuals are educated, hopefully they will help to educate their neighbors as well. As a state, we need to change the mentality of what needs to happen and what our citizens need to do.

Mayor Tran asked if we could write an ordinance that would put the responsibility of any reporting on Weber Basin.

Melinda Greenwood said that the requirements don't necessarily put the burden on the city but we would be the regulatory agency involved in Weber Basin's proposed ordinance were to be approved.. Especially with new developments coming in, the city would play the role of ensuring that their landscaping plans are in compliance.

Shayne Scott commented that there might not be a lot of people who would take advantage of this program, which in turn would not put a large burden on staff. We are concerned about cross connections and will be aggressive in investigating who is watering when the water has not been turned on yet by the secondary water providers.

Council Member Blackham said that one reason he is concerned with approving a proposed ordinance now is because once it is adopted, the city will become responsible for it and we do not have the staff right now to spare to incorporate a new enforcement.

Council Member Adams said that he feels that it would make more sense for Weber Basin to just provide the "Flip the Strip" to citizens, without the city having to adopt an ordinance. If someone is willing to flip their strip, we should make it easier for them without having to get the city involved. Council Member Adams suggested that rather than approving the ordinance proposed by Weber Basin, have staff review our ordinances to see if there are things that could be adjusted that would help to conserve water, especially with new homes and developments.

Council Member Adams made a motion not to adopt an ordinance for the "Flip the Strip" program with Weber Basin Water Conservancy District, seconded by Council Member Blackham.

Council Member Jackson made a substitute motion not to adopt an ordinance for the "Flip the Strip" program at this time, but for staff to discuss with Weber Basin Water Conservancy District their requirements of the program and if they would allow any alterations to those requirements.

The motion died for lack of a second.

The vote on the original motion was as follows:

Council Member Adams, yea  
Council Member Hunt, nay  
Council Member Jackson, yea  
Council Member Oaks, yea  
Council Member Blackham, yea

The motion passed with a vote of four to one.

Mayor Tran commented that water conservation is important and encouraged the council to communicate with our residents about how important it is.

### **COUNCIL MEMBER REPORTS**

Council Member Oaks said that there was recently a discussion with some staff members and residents to discuss a city pool, and he was impressed by the amount of work that the residents had done. They feel that there is enough of a desire in the city for a recreation center and/or a pool in the city.

Mayor Tran commented that most of the council members were able to attend the National League of Cities conference recently and it was very informative and was a great opportunity to meet our colleagues from other areas of the country.

### **CITY MANAGER REPORTS**

Shayne Scott said that the next city council meeting would be held on the second Thursday of April, on the 14<sup>th</sup>, rather than the typical first Thursday. The next day, April 15<sup>th</sup>, will be the city council's budget retreat.

### **ADJOURNMENT**

Council Member Oaks made a motion to adjourn the City Council meeting at 8:20 p.m., seconded by Council Member Adams and passed unanimously.

KAYSVILLE BUSINESS PARK  
ARCHITECTURAL REVIEW COMMITTEE MEETING  
March 17, 2022

Minutes of a Kaysville Business Park Architectural Review Committee Meeting held on March 17, 2022 at 8:20 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 East Center Street, Kaysville, UT.

Board Members present: Tamara Tran, John Swan Adams, Mike Blackham, Abbigayle Hunt, Nate Jackson and Perry Oaks

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, Secretary Mindi Edstrom, Community Development Director Melinda Greenwood, Fire Chief Paul Erickson, Laurene Starkey, Val Starkey, Dwain Klein, Tyson Smith

**OPENING**

Chairperson Tran opened the meeting by welcoming those present.

**CONSIDERATION AND APPROVAL OF A NEW 8,943 SQUARE FOOT WAREHOUSE BUILDING FOR READING HORIZONS LOCATED AT 1213 WEST FLINT MEADOW DRIVE**

Melinda Greenwood explained that Reading Horizons has submitted plans for a new 8,943 square foot building to provide warehouse storage for their expanding business. The building is to be located on the existing grassy area in the southeast portion of their parcel, close to Flint Meadow Drive, as indicated on the site plan. Reading Horizons will also include a restroom facility in the building. The plans show the building will be just over 28 feet in height and will include a single dock/delivery area. The applicant plans to use architectural materials to match the existing building, utilizing the same color scheme, windows, stucco and CMU block. Staff has verified that adequate parking already exists for the new building. The existing two-story 23,000 square foot building was completed in 2016. While the submitted plans show a proposed addition to the existing building, the applicant does not want to proceed with the addition at this time, and is only interested in constructing the warehouse. The applicant is looking for approval before proceeding with further building design and construction level drawings.

Tyson Smith, the applicant, said that they have had to obtain storage trailers to store on their property because they have run out of warehouse space. When they built their building originally they didn't expect that they would need more space so soon, but they have grown quickly.

Board Member Blackham asked Staff to confirm that this lot will still meet the landscaping requirements with the building of this warehouse. Board Member Blackham also commented that he would like to see if the owners of the properties in the Business Park would prefer that the regulation of the Park be done by the property owners as an HOA since the city does not own that much property in the Business Park anymore.

Board Member Adams made a motion to approve a new warehouse building for Reading Horizons at 1213 West Flint Meadow Drive, seconded by Board Member Hunt.

The vote on the motion was as follows:

Board Member Hunt, yea  
Board Member Jackson, yea  
Board Member Oaks, yea  
Board Member Blackham, yea  
Board Member Adams, yea

The motion passed unanimously.

### **ADJOURNMENT**

Board Member Adams made a motion to adjourn the Kaysville Business Park Architectural Review Committee Meeting at 8:32 p.m., seconded by Board Member Hunt and passed unanimously.