MINUTES OF LAYTON CITY COUNCIL WORK MEETING **DECEMBER 6, 2018; 5:30 P.M.**

MAYOR AND COUNCILMEMBERS PRESENT: **MAYOR BOB STEVENSON, JOYCE BROWN, BRUCE DAVIS, TOM DAY, SCOTT FREITAG AND JOY PETRO**

STAFF PRESENT: **ALEX JENSEN, GARY CRANE, BILL WRIGHT, TIM WATKINS, TERRY COBURN, STEVE JACKSON, DAVID PRICE, JOELLEN GRANDY, MICHELLE MCMILLAN, CORY WATERS AND KIM READ**

The meeting was held in the Council Conference Room of the Layton City Center.

Mayor Stevenson opened the meeting.

AGENDA:

<u>PRESENTATION – SOUNDS OF FREEDOM</u>

Mayor Stevenson stated the City had supported the Sounds of Freedom for a number of years and organizers wanted to make sure the City was still committed in supporting the event. Keith Pluta, Sounds of Freedom, informed the Council the American Cancer Society had contacted organizers requesting a tie in with Relay for Life in conjunction with Sounds of Freedom. He stated the Relay event in the park would begin at 6:00 p.m. on the Friday night and continue until 6:00 a.m. the following morning. He announced the Main show would begin at 9:00 p.m.

Mayor Stevenson asked Staff from Parks & Recreation to share opinions on the proposed changes to Sounds of Freedom. David Price, Parks & Recreation Director, stated the City had attempted to work with Relay for Life with this activity in the past and indicated Staff would gladly work with the new representative and Sounds of Freedom.

Mayor Stevenson suggested preliminary work begin now for a fantastic event. Mr. Price asked if there were intentions to use the high school track or the walking path within the park. Mr. Plute expressed his opinion the plan was to use the walking paths within the park. He shared some information regarding the Cancer Society.

Mayor Stevenson left the meeting at 5:36 p.m.
Mayor Pro Tem Davis announced the next agenda item.

<u>BRIEFING ON THE GENERAL PLAN AMENDMENT AND REZONE REQUEST AT 850 NORTH AND 2200 WEST</u>

Bill Wright, Community & Economic Development Director, reported the Planning Commission had taken action on amending the General Plan during its meeting on Tuesday, November 27, 2018. He reviewed the process and timeline associated with approving the General Plan Amendment and Rezoning Petition. The timeline reflected a public hearing take place during the City Council meeting on Thursday, January 3, 2019, with possible action from the Council taking place on Thursday, January 17, 2019. He mentioned a field trip could be scheduled to visit similar developments as what was proposed. He requested direction from the Council.

Councilmember Petro believed a field trip would be a good idea. Councilmember Brown would also like a field trip to see what the real development would look like. She mentioned if the councilmembers couldn't attend Staff could provide a list and visits could be made on their own. It was determined to schedule visits before Christmas.

Mr. Wright reviewed the timeline proposed for the Layton Forward General Plan update. He shared a visual illustration of the site and surrounding properties and reviewed the uses of those properties. He identified the difference between a town center and traditional residential development and indicated the proposed development was similar to that of a traditional neighborhood development. He clarified the mansion home units would be owner occupied similar to owning a condominium and explained the unique features of a mansion home.

Mr. Wright reviewed the original proposed concept plan submitted by the applicant pointing out the location of the different types of housing units. He reported the Planning Commission had made changes to the concept plan as follows:

- decreasing the number of units from 295 units to 272 units
- added another zoning designation of R-1-8 for the housing on the east side of the development
- the size of the lots for the interior portion (44 lots) of the R-1-8 PRUD neighborhood would increase from 5,000 square foot to 6,300 square feet.
- "mansion" homes along Gordon Avenue and adjacent to the park
- 50' lot frontages along the land uses

He reported no modifications had been proposed for the pattern of the streets within the development and Staff believed it was a good design for connectivity, walkability and accessing the open space in the development as well as the adjacent trail system and Ellison Park. He stated the roads within the development would be "public" streets with some private alleys for the rear loading single family housing also called "courtyard" homes. He pointed out the three lots east of the mansion homes adjacent to Ellison Park had been reduced to two and would be of similar size. He pointed out the R-1-8 PRUD zoning didn't preclude the 15 single family homes from participating in the HOA and indicated that would be decided at the preliminary plan stage. He emphasized this concept plan was approved by the Planning Commission and was recommended to the Council. He shared a visual illustration identifying the proposed lot sizes which also identified the location of the garage, setbacks, and size of homes. He indicated on street parking would be allowed with the exception of the rear loaded single family homes.

Councilmember Petro inquired about the setbacks of the interior homes identified by "44" on the concept plan and Mr. Wright responded the 6,300 square foot lot with a minimum front driveway of 20 feet and continued to review the setbacks associated with the other styles of housing products. A discussion took place regarding how parking would be accommodated within the different styles of housing.

Councilmember Freitag asked what the City would be requiring along Gordon and 2200 West. Mr. Wright explained how the front yards would front 2200 West with possibly a rail fence to define the private property from the public right of way. He responded the fencing along Gordon would be determined at a later date and suggested unified solid outdoor fencing would defeat the subdivision's design. A discussion took place regarding the separation between Ellison Park and the development at which time the access to the park was identified and discussed.

Councilmember Freitag asked what the road plans were for 2200 West between Hill Field Road and Gordon. Steve Jackson, City Engineer, explained the west side of the road was proposed to be widened in conjunction with development in the future. He added the road had been identified for needed repairs and Staff was in the process of identifying costs to determine if the widening should take place once utility work associated with the development was completed. Mr. Wright pointed out if the City completed all street improvements prior to development to the west, a payback agreement would be implemented when future development occurred. He also mentioned the proposed improvements would result in a third lane and spoke to how that improvement would accommodate additional vehicular traffic. He also spoke to the right hand turn lane improvement at the 2200 West/Gordon intersection which would be required in conjunction with this proposed development. Councilmember Freitag expressed his opinion the City should have a decision to address comments during the public hearing. He also mentioned the availability of public transportation in the west Layton area.

Mr. Wright shared an illustration of the City's Master Transportation Plan and suggested UTA would need to complete that type of study based on ridership. He indicated the General Plan had introduced public transit in west Layton near 2200 West, Layton Parkway, the West Davis Corridor, and Antelope Drive. He mentioned this area could also include a transit station and shared a proposed route and stated the City had expressed the need for an east/west public transportation route within the City to UTA. A discussion took place regarding traffic and proposed improvements along 2200 West. Mr. Jackson stated the traffic impact from the proposed development would not exceed the maximum capacity of vehicular traffic on 2200 West; therefore, not precipitating the need to widen the road at this time. He mentioned on street parking would be prohibited for the proposed housing along 2200 West if the road wasn't widened.

Mr. Wright reported a detailed traffic analysis would be required during the approval of the preliminary plat and explained what was included in the analysis. He pointed out the intent was to ensure gridlock wasn't experienced within its own development and expressed his opinion the proposed design had sufficient grid patterns and connections. He added the City didn't believe additional entry points at either Gordon Avenue or 2200 West was needed and emphasized the goal was to develop a well-connected, grid pattern with multiple options in and out of the neighborhood.

Councilmember Brown requested clarification regarding a future signaled intersection at Cold Creek Way and Gordon. Mr. Wright responded that had been reflected on the Transportation General Plan and Mr. Jackson believed it would take approximately ten years out in the future before that improvement was warranted. A discussion took place regarding the possibility of eliminating the cul-de-sac and having road access from the development to Cold Creek Way.

Alex Jensen, City Manager, pointed out the development's grid pattern could accommodate the density and reminded the Council there was excess capacity surrounding the development. Mr. Price pointed out the proposed subdivision promoted a walkable subdivision which had a great design walkability to the park and elementary school. He expressed his opinion if the cul-de-sac became a road it would potentially bring park visitors into the neighborhood. A discussion also took place regarding the proposed crosswalk for Ellison Park Elementary and Mr. Jackson stated Staff worked with the school plans and principals when designating crosswalks and indicated signaled intersections were always the preferred location.

Mr. Wright shared some examples of mansion style homes the builder/developer was considering.

Mayor Pro Tem Davis expressed appreciation to Staff and announced Staff was proposing the Council take a site visit tour to visually witness similar developments as what was being proposed. Mr. Wright emphasized the developments would not be what was actually being proposed.

Mayor Pro Tem Davis excused those not needing to participate in the required annual training at 6:45 p.m.

Cory Waters, Facilities Manager, arrived at 6:45 p.m.

The Council took a break at 6:45 p.m.
The meeting resumed at 6:55 p.m.

Mayor Stevenson arrived at 6:55 p.m.

OPEN AND PUBLIC MEETINGS ACT TRAINING, CONFLICT OF INTEREST TRAINING, SEXUAL HARASSMENT TRAINING

Gary Crane, City Attorney, announced the trainings were required through the City's insurance provider, URMMA, Utah Risk Management Mutual Association. He mentioned the recent stories in the news which illustrated sexual harassment had been an acceptable practice in certain organizations. He emphasized the importance of creating an environment in which sexual harassment was unacceptable within an organization beginning at the very top. He stated in Layton City that would be the responsibility of the Mayor, City Council, and Administration. He clarified the organization must create a culture in which sexual harassment, in any form, was unacceptable. He cautioned the Council that some commonly accepted activities were sexual harassment in nature. He stated Layton City had zero tolerance in relation to sexual harassment and shared some examples in which sexual harassment had cost cities within the state significant amounts of money. He also cautioned members of the elected body to remember they represented the City had many social events and their behavior would illustrate the culture accepted at Layton City.

Councilmember Freitag suggested sexual harassment questions be addressed by employees during their annual evaluation and Mr. Crane responded it was part of the evaluation. Alex Jensen, City Manager, added employees were required to respond to questions and sign as part of the evaluation. Mr. Crane added one of the questions asked if the employee knew who an incident could be reported to and stated it could be reported to members of the Council.

Mr. Crane trained the Council on the Open and Public Meetings Act and a discussion took place specific to public hearings. He reviewed the reasons in which the Council could convene in closed session and indicated those recordings or discussions should never be disclosed by the elected body. He pointed out the Planning Commission could not convene in a closed meeting. He reviewed the penalties for violating the open meetings law.

Mr. Crane reviewed information regarding conflicts of interest. He pointed out it was required for the elected official to declare a conflict in the meeting; and not the body or board's responsibility in calling for any conflict of interest. He cautioned the Council in disclosing information that had not yet been discussed or made public during a public meeting.

He cautioned the Council on accepting gifts and indicated it was also City policy. He also requested members of the Council file a declaration of conflict form if applicable on an annual basis.

DISCUSSION – MAYORAL MID-TERM REPLACEMENT PROCESS

Mr. Crane reviewed the midterm vacancy procedure which would be used to fill the Mayor's vacancy upon his resignation and explained what was required to be included in the notice. The Council discussed their concerns regarding the proposed process and what should be included in the submission. The Council identified when the notice would be published, the date of the meeting and the process used to select the new Mayor. A discussion also took place about the questions which would be asked during the interview process and Mr. Crane suggested the same questions be asked of all applicants. He requested the Council submit questions they would like to be answered by the applicants to him. He emphasized the importance of the Council approving the process to be used in selecting the new Mayor and a discussion followed. Mr. Crane emphasized the deliberations had to take place in the public meeting.

It was determined to require an application, resume and statement of interest and dates were discussed by the Council. It was determined to accept applications up until 5:00 p.m. on Friday, January 4, 2019.

CITY CENTER FLOORING

Cory Waters, Facilities Manager, stated the current floor coverings were 17 years old and believed it was necessary to replace the carpet in the building. He explained Staff originally planned to complete the project in phases; but was now proposing to amend the budget and complete re-carpeting the entire City building at one time. He indicated this would ensure no fluctuations with the colors in the carpeting. He also proposed replacing the existing wallpaper in the hallways, Council Chambers and other wallpapered locations throughout City hall. He shared the selected carpet samples. Mr. Jensen announced the vendors had been selected through the State contract and stated it was his desire to make the Council aware of proposed improvements. He indicated the project could be started in one budget year and completed in the next budget year, which wouldn't have a big impact on either budget year.

Councilmember Freitag shared his ideas for improvements which could be made in the Council Chambers. Mayor Stevenson also shared his ideas for some improvements to the City building.

MAYOR'S REPORT

Mayor Stevenson explained how he would be making Council assignments prior to his resignation and informed the Council of the Boards he serves on. He read a letter of resignation to the Council and shared his vision and ideas for implementation as a newly elected Davis County Commissioner. He mentioned implementing a funding source through the City's utility payments which could benefit food banks at Northridge and Layton High Schools.

The meeting adjourned at 9:20 p.m.

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Kimberly S Read, City Recorder