

**MINUTES OF LAYTON CITY  
COUNCIL BUDGET WORK MEETING**

**MARCH 6, 2019; 8:10 A.M.**

**MAYOR AND COUNCILMEMBERS  
PRESENT:**

**MAYOR SCOTT FREITAG, JOYCE BROWN,  
SCOTT CARTER, BRUCE DAVIS, TOM DAY, AND  
JOY PETRO**

**STAFF PRESENT:**

**ALEX JENSEN, GARY CRANE, STEVE GARSIDE,  
LON CROWELL, TERRY COBURN, TRACY  
PROBERT, ALLEN SWANSON, KEVIN WARD,  
DAVID PRICE, AND KIM READ**

**The meeting was held at Fire Station #1, 530 North 2200 West, Layton, Utah.**

Mayor Freitag opened the meeting and turned the time over to Staff.

**AGENDA:**

**BUDGET DISCUSSION – FISCAL YEAR 2019-2020**

Alex Jensen, City Manager, expressed appreciation to the Mayor and Council for making themselves available for the budget meeting. He spoke of the success of Layton City and believed it was directly related to the caliber of the elected officials. He indicated there would be additional future meetings for the purpose of discussing the budget. He updated the Council regarding the fuel odor detected in homes near Gentile and Angel Streets.

Tracy Probert, Finance Director, reviewed a proposed agenda for the budget discussion and shared a visual presentation. He reviewed the City's timeline associated with the budget process and identified the proposed meeting dates. He stated the Tentative Budget would need to be approved by May 2, 2019. He shared opinions regarding the economic outlook with the Council and a discussion took place relative to Sales Tax. Mr. Jensen pointed out the City had been conservative with appropriating funds which resulted with a healthy Fund Balance to be in a good position to fund big ticket items when the opportunity arises. He reviewed the General Budget Projection including Revenue, Expenditures, and Fund Balance.

Mr. Probert reviewed General Fund Expenditures and a discussion took place specific to wages and benefits. He informed the Council, Staff was proposing to make a change from having part-time, paid-on-call firefighters, and cover those positions with full-time fire fighters, and mentioned there were other positions also being proposed. Mayor Freitag proposed a Truth in Taxation public hearing annually. He reviewed the General Fund personnel requests: School Resource Officer, Fire Department personnel, Parks and Recreation and a discussion followed. Mr. Probert reviewed the following items specific to the Enterprise Funds: change of a part-time to full-time for Utility Clerk, two Public Works positions for Street Lighting and a part-time Secretary for Emergency Medical Services. A discussion took place regarding the number of water utility shut-offs due to non-payment. Mr. Jensen added an increase in the Street Lighting rate was being proposed and stated the two proposed public works positions would be eliminated if the Council didn't approve the increase in order continue funding additional projects. He mentioned the increase in retirement costs for Cities imposed by the State. The current status of the health insurance was presented, with no proposed increase and a discussion followed.

The Council took a break at 9:50 a.m.

The meeting resumed at 10:00 a.m.

Mr. Probert identified the different taxes which contributed to the General Fund and reviewed

comparisons of prior year Sales Tax revenues to the current year. He informed the Council how the proposed legislation, specific to Sales Tax, would be detrimental to the City. He shared information related to Sales Tax for specific industries: major retailers, department stores, car dealerships, restaurants, hotels, etc. He also explained the Property Tax revenue received by the City.

He directed the Council to the Community & Economic Development section of the Annual Report and read from the Director's summary which identified the economic outlook for Layton City. He reviewed information specific to building permits.

He identified the revenue from the combined road funds.

He informed the Council the City intended to spend down the Fund Balance in order to stay within allowable parameters allowed by the State.

He reviewed the Capital Equipment expenditures from the General Fund proposed in the budget and the Council discussed each department's request. A discussion took place specific to street projects and a backhoe lease. Mr. Jensen explained how the Gordon Avenue reconstruction would benefit from the Highway 89 reconstruction process. He also explained some of the issues associated with new proposals for the Layton Parkway connection with the West Davis Corridor.

He reviewed Capital Improvements Projects from the Enterprise Funds proposed for the budget and the Council discussed the requests. A discussion took place regarding waterlines and infrastructure within/under City streets. Councilmember Brown requested clarification regarding the Gentile and Church Street overpass project to be completed this year by UDOT. A discussion also took place regarding the Type II ambulance for inter-facility transports and Chief Ward explained the allowed fee structure for those services. Councilmember Day requested clarification regarding the 3700 West storm drain connection and Mr. Jensen read from the budget request.

Mr. Probert reviewed the Capital Improvement projects to be completed by Proposition 1 Funds. Mr. Jensen indicated the study to be completed by Utah State would be reviewed by Public Works and Engineering Staff during a Special City Council meeting which Staff had used to prioritize street maintenance projects and a discussion took place regarding several projects. Mr. Jensen quickly reviewed some identified street projects in some older established neighborhoods which would be completed using Prop 1 funding. A discussion also took place regarding access to the Weber State campus and the plan for a pedestrian overpass at Hill Field road near Northridge High School. Mr. Jensen spoke to the appropriation of RAMP funds.

Gary Crane, City Attorney arrived at 11:30 a.m.

Mr. Probert shared the RAMP project list and reminded the Council it had received a presentation and list from the RAMP Chair during a previous City Council meeting.

He shared information regarding the proposed Utility Rate increase. He also reviewed the Street Lighting Fund and provided information if the Council approved an increase being proposed by Staff. He indicated this would be further discussed at future meetings and a discussion took place. Councilmember Day suggested removing the electricity payment from this account to clearly identify the amount of funds going toward street lighting projects.

Mr. Jensen requested direction from the Council on whether the General Fund needed to appropriate additional funding for the Centennial celebration. Councilmember Petro and Davis would like to see the type of celebration proposed by the Committee. Councilmember Brown stated the committee had met and was considering the following activities:

- A monthly activity during the year
- One big, large activity the first week in June different from other activities/celebrations sponsored by the City

- Essay program
- Bring your dog to walk the trails

Councilmember Brown identified those serving on the committee and a discussion followed.

The meeting suspended at 11:46 a.m. for lunch.

The meeting resumed at 1:50 p.m.

Gary Crane, City Attorney, stated Layton City actively participated in the legislative process and provided a legislative update to the Council and spoke to the following bills:

- Sales Tax – the City would be able to continue collecting the same tax rate
- Referendum
- Land Use
- GIS State Plane
- Metering of secondary water
- UCA – more funds for 9-1-1
- Audit of public safety call centers
- Retirement for fire employees
- Tier II retirement

A discussion took place specific to the proposed changes to Sales Tax.

Mr. Jensen stated additional budget meetings would take place between now and the meeting on May 2 when the Tentative Budget comes before the Council for approval. He asked if the Council had additional questions and there were none. He reminded the Council about the joint meeting with the Planning Commission meeting scheduled for Tuesday, March 12, 2019. He stated the meeting scheduled for Thursday, March 28, 2019, would begin at 4:00 p.m.

Councilmember Brown asked if the Council had any suggestions she could take to the Centennial Committee meeting. Councilmember Day stated he was in favor of one big event.

**The meeting adjourned at 3:03 p.m.**

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Kimberly S Read, City Recorder