

MINUTES OF LAYTON CITY

COUNCIL BUDGET WORK MEETING

MARCH 16, 2022; 8:11 A.M.

MAYOR AND COUNCILMEMBERS

PRESENT:

MAYOR JOY PETRO, ZACH BLOXHAM, CLINT MORRIS, BETTINA SMITH EDMONDSON, AND DAVE THOMAS

PARTICIPATING ELECTRONICALLY

TYSON ROBERTS

STAFF PRESENT:

ALEX JENSEN, STEVE GARSIDE, MASON KJAR, CHAD WILKINSON, PAUL APPLONIE, DAVID PRICE, KEVIN WARD, ALLEN SWANSON, TRACY PROBERT, AND KIM READ

The meeting was held at Fire Station 51, 530 North 2200 West, Layton, Utah.

Mayor Petro opened the meeting and expressed appreciation to Staff for their efforts and preparation for the budget meeting and expressed her desire for open dialogue between Staff and elected officials during the presentation.

Alex Jensen, City Manager, expressed appreciation to the Council in making the budget meeting a priority and mentioned its importance. He explained the budget process which had previously taken place with Staff prior to this meeting and pointed out the Council had the opportunity to make adjustments to the proposed budget. He emphasized the City was in a good financial position and stated all CARES (Coronavirus Aid, Relief, and Economic Security) and ARPA (American Rescue Plan Act) funding had been set aside and this budget presentation was specific to the City's General Fund. He suggested separate discussions should take place regarding the use of those two funding sources during a future meeting. He invited the Council to ask questions at any time during the presentation.

Mayor Petro expressed appreciation to Staff for always seeking grant funding opportunities for different projects within the City and requested Chad Wilkinson, Community and Economic Development Director, inform the Council of the City's most recently received grant. Mr. Wilkinson announced the City had been notified it was the recipient of a grant from Wasatch Front Regional Council in the amount of \$90,000 for assistance with the Highway 89/Gordon Avenue Interchange. He mentioned submission was made jointly with UDOT (Utah Department of Transportation) and clarified that as the lead agency, the City's obligation was a local match of \$10,000. Mr. Wilkinson complimented Brandon Rypien, Planner, for his efforts in submitting the grant on behalf of the City.

AGENDA:

BUDGET REVIEW – FISCAL YEAR 2022-2023

Mr. Probert reviewed the budget calendar which identified the budget process pointing out the City was required to adopt the Tentative Budget no later than May 5, 2022, with the Final Budget being adopted on June 16, 2022.

He shared information provided by the U.S. Bureau of Labor Statistics illustrating the rate of inflation since February 2019 and pointed out due to the City's practice of responsible financial management, it was well positioned to weather the effects of inflation. He also shared a graph illustrating the significant increase of Sales Tax Revenue.

Mr. Probert reviewed the General Fund Budget Revenue and Expenditures; identifying the funding sources for the General Fund and reviewed proposed expenditures. He highlighted the proposed increases

for employees and a discussion regarding inflation and the competition between cities to retain employees took place.

He continued to review identified expenditures specific to operations and capital equipment. A discussion took place regarding animal control services provided by Davis County and whether the same philosophy, previously used for the paramedic program, could be implemented. Mr. Jensen explained the differences between the two services and how they each were traditionally funded.

Mr. Probert informed the Council monies from the Fund Balance were needed to accommodate all identified expenditures in order to balance the proposed budget and a discussion followed. He continued to review the Fund Balance to illustrate how it could accommodate the appropriation to the General Fund reflected in the projected budget. Each Department Director reviewed their respective personnel requests included in the proposed budget and the discussion continued. David Price, Parks and Recreation Director, also explained the Recreation Department's adjusted approach in providing programs and services to Layton City residents and the discussion continued.

Mr. Probert shared some graphs illustrating the justification of a proposed increase to employees for the City's health plan.

He continued reviewing the different funding sources which contributed to General Fund revenues and a discussion followed during which the City Council deliberated whether it would be beneficial to proceed through the Truth-in-Taxation process on an annual basis. Mr. Probert indicated he could provide additional information regarding this topic to the Council at a future budget meeting.

The Council took a break at 10:09 a.m.

The meeting resumed at 10:20 a.m.

Mr. Probert continued to review trends and share illustrations specific to Sales Tax Revenue and other tax and revenue sources which contributed to the General Fund. He also reviewed illustrations, when needed for further explanation, regarding the following:

- Road fund revenue
- Comparison of Fund Balance in relation to the General Fund
- Enterprise Funds personnel requests
 - Kevin Ward, Fire Chief, justified the need for the six personnel requests and explained how these positions would be utilized within the department.

Mr. Probert continued to review equipment expenditures specific to each department which included the following:

- Information Technology upgrades
- Police Department expenditures, including new vehicles
 - Allen Swanson, Police Chief, and Chief Ward explained the benefit of the Providence Wellness Program for the City's first response employees.
- Other department requests specific to Fire, Public Works, and Parks and Recreation

Mr. Probert identified equipment expenditures specific to the Enterprise Funds and Capital Improvement Projects which included the following:

- Financial system replacement
- Dispatch shared server
- Fire engine apparatus replacement
- Miscellaneous items for Public Works and Parks and Recreation

He also identified projects for utility billing and emergency services.

The Proposition 1 Transit Tax Fund projects were also reviewed specific to Public Works and Parks and Recreation. Mr. Price explained the need for the proposed Welker Trailhead improvements and believed they would be instrumental with the implementation of new policies for its use.

The meeting adjourned for a lunch break at 11:42 a.m.
The meeting resumed at 1:30 p.m.

Mr. Price shared a visual illustration of the Welker Trailhead which included the proposed expansion of the parking lot and addition of a restroom facility.

Terry Coburn, Public Works Director, arrived at 1:32 p.m.

Mr. Price continued to explain the City's efforts in eliminating vehicular access to open spaces near the Welker Trailhead and existing parking lot. He also explained the critical nature of this area in providing access to the Kays Creek Trail pedestrian underpass and a discussion followed. He indicated the City was negotiating with a property owner for a trail connection to the pedestrian underpass.

Mr. Jensen asked if the Council had any questions pertaining to the Capital Projects and Councilmember Morris inquired whether there were any plans to complete street improvements to Valley View Drive. Mr. Jensen indicated the City had considered that project in conjunction with the Highway 89 project and responded Staff had determined to delay that project for several reasons and reviewed the challenges associated with that specific project and indicated those improvements would need cooperation with other entities. He added Staff had explored the issue and had identified some small improvements which could be made to the road and some conceptual plans had been completed.

Mayor Petro inquired about possibly developing a trail near the Holmes Creek reservoir and Mr. Price responded the City had encountered challenges from property owners in that area. He indicated the City could further explore that possibility at the Council's direction and a discussion followed.

Councilmember Smith Edmondson requested information regarding a new pool facility for the City. Mr. Jensen responded this issue was discussed with Staff during the internal budget process and funds had been appropriated for an engineering study to determine the condition of the current facility. Mr. Price added the City had expressed a desire to partner with Davis School District and suggested any discussion regarding the issue would probably take place once a new superintendent was appointed. Mr. Jensen shared a brief history regarding past discussions with the school district and a discussion followed.

Mr. Jensen announced Stephen Jackson, City Engineer, was prepared to provide a current update regarding the current drought and potential water restrictions imposed by Weber Basin Water and how those could negatively affect revenues to the Water Enterprise Fund as well as the Water Master Plan. Mr. Jackson shared a visual presentation and update from the Utah Division of Water Resources regarding the drought. He distributed a letter sent to the City from Weber Basin Water and reviewed the water restrictions it would be implementing this summer. He shared his estimation of the impact of the proposed water restrictions and suggested enforcement of the restrictions would be a significant issue. He also mentioned the financial impacts to the City associated with the restrictions and a discussion followed.

Mr. Jensen informed the Council, Staff would present projects which it believed would be eligible for CARES or ARPA grant funding during a future work meeting. He suggested the Council could discuss the projects and provide Staff direction of its priorities. A discussion took place regarding restrictions and time frames associated with prioritizing the funding.

Mayor Petro requested each Department Director provide an update specific to their respective departments.

Mayor Petro requested Mr. Price provide an update about the 9-1-1 Remembrance project. Mr. Price announced it was entitled Davis Remembers and explained the program and reviewed what visitors could expect. He announced Jennie Taylor, and her foundation, had presented a similar project last year in Weber County. Mayor Petro indicated the public could visit the exhibit after Labor Day and continuing up to September 11. She indicated her desire to allow as many schools as possible to participate in viewing the exhibit and a discussion followed.

Mayor Petro informed the Council a location within the City for a Youth Resource Center had been identified and shared her excitement the Davis Education Foundation had identified this project as the beneficiary of its major fundraiser. She mentioned it intended to host a movie night at the Centerville Megaplex in lieu of a Gala. She explained the company which operated the St. George facility would also be operating the Layton facility and indicated contact had been with them requesting the opportunity to tour the facility sometime during the ULCT (Utah League of Cities and Towns) Conference in April.

She also reported on proposed staffing changes at the NDSD (North Davis Sewer District) as Kevin Cowan had announced his future retirement. She also shared an update regarding the new sewer outlet pipe to the Great Salt Lake.

Members of the Council each expressed appreciation to Staff for their efforts with the meeting.

Mr. Jensen indicated Staff would identify some dates for future work meetings during which budget discussions could take place

The meeting adjourned at 4:33 p.m.

Kimberly S Read, City Recorder