

**MINUTES OF LAYTON CITY
COUNCIL STRATEGIC PLANNING
WORK MEETING**

MARCH 30, 2022; 6:06 P.M.

**MAYOR AND COUNCILMEMBERS
PRESENT:**

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

STAFF PRESENT:

ALEX JENSEN, GARY CRANE, CHAD WILKINSON, TRACY PROBERT, TERRY COBURN, PAUL APPLONIE, STEPHEN JACKSON, AND KIM READ

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

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

CLOSED MEETING:

MOTION: Councilmember Roberts moved to adjourn the meeting and convene in a closed meeting at 6:07 p.m. to discuss Pending or Reasonably Imminent Litigation. Councilmember Smith Edmondson seconded the motion, which passed unanimously.

MOTION: Councilmember Thomas moved to open the meeting at 7:22 p.m. Councilmember Roberts seconded the motion, which passed unanimously.

BUDGET REVIEW – FISCAL YEAR 2022-2023

Alex Jensen, City Manager, announced there were three proposed projects included in the budget which required property acquisition. He reminded the Council of the 2700 West project which was one of the three.

Chad Wilkinson, Community and Economic Development Director, left the meeting at 7:24 p.m.

Stephen Jackson, City Engineer, shared a visual illustration of the proposed Emerald Drive/Gordon Avenue signaled intersection which had been used to secure funding from the Davis County Council of Government (COG). He explained the challenges with that intersection configuration and possible options for consideration and a discussion followed.

He also shared a visual illustration from Google Earth reflecting the property along the frontage road providing access to East Gentile and reviewed the proposed challenges associated in that area as a result of the Highway 89 road reconstruction and the installation of curb, gutter, and sidewalk. He also identified challenges associated with the rock wall, trees, and drainage in that area and a discussion took place during which Mr. Jackson explained how the City would like to complete the improvements.

Mr. Jackson also referenced an illustration regarding a parcel along 2700 West and reported Staff would be reviewing the recently received appraisal.

Tracy Probert, Finance Director, reviewed the Enterprise Funds pointing out the prior year actuals, current year budget and proposed budget for each. He shared a visual illustration which identified the projects specific to each fund and reviewed them.

- Storm Water Fund
 - The Council reviewed the list of miscellaneous storm drain projects proposed by Staff. Mr. Jackson addressed questions regarding the Laytona Storm Drain Project and the Hill Field Road/Main Street intersection.
- Sewer Fund
 - Mr. Probert mentioned most of the fee paid by residents was a pass-through for the North Davis Sewer District (NDSB). He reminded the Council, the City hadn't increased this rate for a significant amount of time because of regular increases implemented by the NDSB which resulted in fund balance decreases for this fund. He identified the amount of revenue collected by the City which was sent to the NDSB and a discussion took place.
 - He reviewed the recommended sewer projects with the Council and Mr. Jackson pointed out the Master Plan Update specific to the Sewer Fund included a component for analysis of the rate structure.
- Street Lighting Fund
 - Mr. Probert mentioned the fund had built up a small reserve to complete neighborhood residential lighting projects. Mr. Jackson briefly explained some options being considered for those areas lacking access to power.
- Refuse Fund
 - He pointed out the healthy fund balance and wasn't proposing a rate increase and mentioned the City was in the second year of its five-year contract with Waste Management.
- Pool Fund
 - He directed the Council to the transfer of funds needed from the General Fund to accommodate for expenditures. Mr. Jensen mentioned Staff would be presenting an updated pool analysis regarding the current facility.
 - He reviewed the expenditure for the replacement generator for the bubble.
- Emergency Medical Fund
 - He reminded the Council of the county paramedic fund and indicated the revenue projection was not a final figure and identified the variables.
 - A discussion took place specific to medical transports.
 - Mr. Jensen further explained recent legislation which now allowed another provider to transport the patient. He indicated this would allow for long term savings to the City.
- Secondary Water Fund
 - Stated this fund identified expenses and reimbursements associated with operating Weber Basin's system.

Mr. Probert reviewed the Special Revenue Funds:

- Victims Services
 - Grant funding was decreasing. Gary Crane, City Attorney, explained this was a result of diverting funds from fines and forfeitures (victim's fund). He mentioned a fix was identified however it would take approximately two years to accommodate for that loss and mentioned this affected victims nationwide. Mr. Probert informed the Council the General Fund had accommodated the grant shortfall.
- Alcohol Enforcement Fund
- E911 Fund
 - He identified the revenue source and informed the Council the fees didn't cover the costs of the dispatch center. He mentioned a portion of the funding was transferred to the General Fund, which subsidized the operations.
- Metro Narcotics Strike Force
 - Mr. Probert identified the cities contributing an officer and the assessment to those not providing an officer.
 - He mentioned the agency also received grant funding.
 - Mr. Jensen reported the City contributed a significant amount of money toward this agency and a discussion followed.

- Community Development Block Grant (CDBG) Fund
 - The Federal Government had not yet identified the amount of grant funding coming to the City. Mr. Jensen mentioned there was some granting from previous program years set to expire which the City would need to appropriate. He identified a joint project with Davis Schools would be an eligible project.
- Redevelopment Agency (RDA) Fund
 - Mr. Probert reviewed the fund pointing out the decrease due to the expiration of the School District's participation. He identified the funds designated for specific projects.
- Economic Development Area (EDA)
 - Identified the healthy fund balance and mentioned the payback agreement with Kihomac. Mr. Jensen identified the geographical area for the EDA.
- Impact Fee Fund
 - Reviewed expenditures with the Council and spoke specifically to the park bond expenditure.
 - Reviewed the Impact Fee Fund Balances specific to each of the following: transportation, park, public safety, water, and storm water.
- Class "C" Road Fund
 - Identified the maintenance projects proposed to be completed with the funding source.
 - Mr. Jensen reported the Utah LTAP (Local Technical Assistance Program) Study would be presented to the Council during a future meeting.
- Prop 1 Transportation Fund
 - Pointed out the healthy fund balance.
 - Identified the proposed projects to be completed with this funding source: streets and parks division.
- Recreation, Arts, Museum, and Parks (RAMP) Fund
 - Mr. Probert identified the proposed projects to be completed using this funding source.
- Capital Projects Fund
 - He reviewed the revenue sources and reminded the Council the specific expenditures had been previously reviewed. He mentioned the list could be accessed via Dropbox.
- Debt Service Fund
 - Mentioned the UTOPIA debt reserve and the bond payment for the park project.

He requested the Council contact him or Mr. Jensen if there were any questions from the Council.

Mr. Jensen reminded the Council the Tentative Budget would need to be adopted on Thursday, May 5, 2022, and requested the Council identify dates for future budget meetings and a discussion followed.

The meeting adjourned at 8:48 p.m.

Kimberly S Read, City Recorder

SWORN STATEMENT

The undersigned hereby swears and affirms, pursuant to Section 52-4-205(1) of the Utah Code Annotated, that the sole purpose for the closed meeting of the Layton City Council on the **30th day of March, 2022**, was to discuss pending or reasonably imminent litigation.

Dated this 7th day of July, 2022.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder