

**MINUTES OF LAYTON CITY
COUNCIL WORK MEETING**

DECEMBER 15, 2022; 6:30 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, BRAD WILKES,
ED FRAZIER, AND KIM READ**

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

Mayor Petro opened the meeting.

AGENDA:

**ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE
30, 2022**

Tracy Probert, Finance Director, introduced Robert Wood, HBME, and stated he would be reviewing the auditor's report.

Mr. Wood, Independent Auditor, HBME, announced the audit had been completed and stated the Report included three separate reports:

1. An Independent Auditor's Report which reflected Layton City received an unmodified opinion, the best he could give the City. The report indicated there were no material misstatements within the financial statements.
2. Internal Controls – no weaknesses were identified within its practices of cash receipting, journal entries, cash disbursement, and budgeting processes. He believed the City operated with good, strong accounting practices.
3. Testing requirements from the State Auditor's Office – two findings were identified:
 - Fund Balance percentage was too high and projects would need to be identified to spend down this fund
 - CDBG funding exceeded its fund balance by \$40,000 and explained this was more of an accounting error

He asked if there were any questions.

Mr. Probert further explained the CDBG finding; the funding was approved, it needed to be put back in the budget; it was more of an accounting oversight and a discussion followed. Mr. Wood mentioned a single audit specific to CDBG Funding was planned to be completed in January.

Mr. Wood believed Layton City was one of the top well managed cities.

APPLICATION OF LANDSCAPE REQUIREMENTS

Chad Wilkinson, Community and Economic Development Director, shared a visual illustration and reviewed the proposed text amendment. He explained the existing ordinance had identified a specific amount for remodel costs which would require the landscaping become compliant to the new landscaping requirements. He shared a specific example illustrating how the language in the current ordinance wasn't in proportion. He reviewed building permit history for the previous three years to illustrate a pattern

which resulted with the current ordinance. He shared the proposed tiered structure based on real data from the following: percentage value from both the property valuations and dollar value of construction costs. He informed the Council of the positive compliance and feedback from the commercial community and expressed concern the current ordinance could potentially have a negative result. He also mentioned the park strip requirements.

He asked if there were any questions and mentioned an ordinance would soon come before the Council for approval and indicated the Planning Commission had recommended some modifications.

DISCUSSION – FIRE APPARATUS OPPORTUNITY

Alex Jensen, City Manager, informed the Council, the City had an opportunity to purchase a new fire truck and explained Staff had been made aware by a manufacturer to purchase a demo model which met the City's standards at a significant savings. He identified how the funding could be recognized for the vehicle purchase, which had been planned for next year. He complimented Mr. Wilkes for the way in which he represents the City's best interest.

Brad Wilkes, Battalion Chief, reviewed a summary of cost figures for the purchase, as well as available funding sources including grants, and announced the City could save approximately \$253,000 with a full warranty. He reminded the Council it had intended to purchase a new fire truck apparatus next year in order to use some available grant funding. A discussion followed.

Mr. Jensen concluded that based on the discussion the Council wasn't opposed to Mr. Wilkes proceeding with the purchase.

COUNCILMEMBER REPORT

No Councilmember Reports were shared.

MAYOR'S REPORT

No Mayor's Report was shared.

The meeting adjourned at 7:00 p.m.

Kimberly S Read, City Recorder