

MINUTES OF LAYTON CITY

COUNCIL BUDGET WORK MEETING

MARCH 22, 2023; 8:05 A.M.

MAYOR AND COUNCILMEMBERS

PRESENT:

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

PARTICIPATING ELECTRONICALLY:

BETTINA SMITH EDMONDSON

STAFF PRESENT:

ALEX JENSEN, GARY CRANE, STEVE GARSIDE, CHAD WILKINSON, TERRY COBURN, TRACY PROBERT, ALLEN SWANSON, KEVIN WARD, DAVID PRICE, 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 all they do to make the City such a great place to live. She specifically thanked the Staff for supporting the Council.

Alex Jensen, City Manager, expressed agreement with Mayor Petro's comments and also expressed appreciation to the Council. He announced the City was in a good financial position as a result of wise and prudent decisions. He reviewed the process used by Staff in drafting and preparing the budget being presented and briefly identified those areas and/or projects which needed mindful attention during the budget process. He also complimented and expressed appreciation to the Council for its participation and involvement.

AGENDA:

BUDGET REVIEW – FISCAL YEAR 2023-2024

Tracy Probert, Finance Director, reviewed the calendar for the budget process and reminded the Council the Tentative Budget would be adopted on Thursday, May 4, 2023, and the Final Budget on Thursday, June 15, 2023.

He shared a presentation regarding inflation and mentioned it played a large role during the budget process and reviewed a comparison of Sales Tax revenues since 2015.

He reviewed the General Fund Budget with the Council. Mayor Petro expressed appreciation to Staff for seeking out grant opportunities for City projects which allowed Staff to re-appropriate those funds for other projects; ultimately benefiting the budget. Mr. Probert continued to review projected Fund Balance and pointed out the revenue estimate was approximately 15% and a discussion took place specific to an appropriate percentage for excess fund balance.

Councilmember Smith Edmondson arrived at 8:51 a.m.

Mr. Probert reviewed General Fund Expenditures with the Council and briefly reviewed wage and benefit costs for employees. He also identified new personnel requests and a discussion specific to employee retention followed. The revenue stream from UTOPIA fiber was also discussed.

Mr. Probert reminded the Council the City's health insurance benefit was a self-funded plan and reviewed the comparison of claims and costs verses contributions from 2013 to 2022 and identified the reserve balance. He reviewed operational expenses specific to the General Fund.

Mr. Probert reviewed the General Fund revenue with the Council and emphasized the increase in Sales Tax revenue. He shared comparisons from 2019 to current year and pointed out the revenue was still in a good position and reviewed statistics from the following types of retailers: car dealerships, major retailers, fast food, etc. He also reviewed Property Tax, Telecommunication Tax, and Municipal Energy Tax revenue comparisons. He pointed out the decrease in revenue and number of single family building permits from 2014 to current and reviewed statistics. He also shared information specific to multi-family and townhome building permits and a discussion followed. Chad Wilkinson, Community and Economic Development Director, emphasized the total number of building permits had continued to remain steady due to home remodeling and commercial tenant improvements, ADU's (Accessory Dwelling Units) etc. A discussion took place regarding the number of multi-family projects within the City and Mr. Jensen expressed his opinion the feel of communities was changing from a suburban environment to that of an urban environment and predicted leadership would be disappointed with this result in 20 years. He expressed frustration cities didn't have more control to ensure balance and the discussion continued. Mr. Probert briefly mentioned interest revenue.

Mr. Probert reviewed the Capital Equipment proposed in the budget and a discussion regarding body worn cameras for police officers followed. Councilmember Morris requested Chief Swanson review the City's policy with the Council during a future meeting. The body worn camera discussion continued followed by a discussion of the proposed costs for the Davis area 9-1-1 communications center.

David Price, Parks and Recreation Director, explained the Weather Trak irrigation controllers which had been used on a temporary basis had been successful and Staff requested more of the controllers to be implemented at other City facilities. He informed the Council the temporary implementation had resulted in significant water conservation. Councilmember Smith Edmondson inquired about the portable restroom facilities at some sports field locations within the City and Mr. Price responded the City had only arranged for portable restrooms at Andy Adams Reservoir and one at Andy Adams Park. He added the placement of these facilities at other City parks/sports fields would be arranged by the school, county, or the organization renting the park/sports field. A discussion also took place regarding the availability of portable restrooms at facilities where AYSO (American Youth Soccer Organization) soccer was scheduled. Mr. Jensen clarified AYSO was an independent private provider of a youth soccer program and not affiliated with Layton City.

Mr. Jensen requested Mr. Price speak to the financial sustainability study and a discussion followed his explanation. Mr. Price pointed out this would be a good tool for the Council to use in determining future recreation programs and projects. Mr. Jensen added this will identify those programs subsidized by the City and the respective amount to determine the level of service to residents and/or participants.

Mr. Probert continued to review Capital Equipment for the Enterprise Funds and Councilmember Thomas requested clarification regarding the connection of reservoirs for secondary water. Gary Crane, City Attorney, responded the connection of the three reservoirs would require significant funding and reported although the City had designated funds for this purpose, it would still need additional funding sources. He reported the City had secured grant funding for this purpose and suggested the City would need to consolidate all water resources to determine how to best proceed and a short discussion followed.

Mr. Probert reviewed the Capital Improvement Plan Summary specific to General and Impact Fee Funds and a discussion took place regarding a financial system replacement. Mr. Jensen also spoke to the new Police dispatch center and its impact to the Davis Arts Council currently located in that building. He assured the Council, the City had committed to accommodate its needs for their summer programming.

Mr. Probert directed the Council to the street projects and identified projects which had other funding sources. Councilmember Morris requested clarification regarding the crosswalk proposed near 2200 West 650 North and Mr. Jensen responded this particular crosswalk would be user activated. He identified the proposed location for the crosswalk and suggested parents would need to educate their children how to

safely navigate the crosswalk and a discussion followed. Police Chief Swanson mentioned the School Resource Officers would also be involved with the education of the school children regarding this specific crosswalk.

The meeting adjourned for lunch at 11:40 a.m.

The meeting reconvened at 1:43 p.m.

Mr. Probert continued to review the Capital Improvement Plan Summary specific to the Parks and Recreation Department. Mr. Price expressed appreciation for the Council's support regarding the new Park Shop facilities at both Ellison and Commons Parks and provided an update for the project. Councilmember Thomas expressed his confidence with the design elements of the new facilities. Councilmember Morris requested clarification regarding the Kay's Creek Trail/Highway 89 Underpass project and Mr. Price responded there had been delays due to supply chain issues and provided an update of what that area will resemble when completed, with signage explaining how the Bonneville Shoreline Trail could be accessed.

He reviewed the following Enterprise Funds Projects: Street Lighting, Water, and Sewer Fund. Councilmember Morris requested an update on possible solar lighting near the Aspen East subdivision and Terry Coburn, Public Works Director, responded he would have to explore that possibility and report at a later date. A discussion also took place regarding the opening of Layton Parkway near 2700 West followed by a discussion regarding the Gordon Avenue secondary waterline project and Fairfield booster pump replacement along Gordon Avenue and Fairfield Road.

Mr. Probert continued to review the following Enterprise Funds: Storm Sewer, Refuse, Emergency Medical and Pool Fund. Mr. Price justified the need for the new playground at Surf'n Swim and Mr. Jensen mentioned this would be discussed further during a future budget meeting. Mr. Probert reviewed the projects to be completed with Proposition 1 Transit Tax, which included streets, trails, and parking lot improvement projects. Mr. Jensen pointed out the need to complete these projects prior to applying for additional funding due to escalating costs for construction materials and a discussion followed regarding the use of Fund Balance in order to finalize committed projects.

Mr. Probert identified proposed City projects using RAMP (Recreation, Arts, Museum, and Parks) grant funding and a discussion took place regarding Ellison Park softball field lighting. Mr. Price identified projects proposed to be completed by RAMP grant funding and briefly reviewed them and a discussion followed regarding some of the identified projects.

Mayor Petro provided an update on the teen residential center to be located along Fort Lane. She informed the Council the Davis Education Foundation had determined to move forward with Switch Point as the contractor to operate the facility. She continued to review the proposed model and indicated she would like to invite the foundation's representative to present the final model and proposed funding sources to the Council. A discussion followed specific to what would be requested from the City. Mr. Wilkinson mentioned the request for CDBG (Community Development Block Grant) funding had been processed and received and the discussion continued. The Council expressed its desire for Ms. Lunt to address the Council during a future work meeting to provide an update how the CDBG funding had been used and possible future requests, contributions, or participation on behalf of the City for the residential center.

Mayor Petro suggested the need for a dog park within the City boundaries and informed the Council of discussions she had with Nathan Rich, Wasatch Integrated, about the possibility to enter into a long term lease agreement specific to vacant property it owned for this use and a discussion followed. Mr. Price responded Staff would be happy to put something together at the direction of the Council. Mayor Petro indicated she could obtain more details and information regarding the parcel from Mr. Rich. Mr. Jensen stated Staff would put together some options for the Council's consideration. A discussion took place regarding issues associated with dog parks.

Mayor Petro announced the Wasatch Integrated Board of Directors had decided to move forward with a recycling program and a discussion followed. Mayor Petro pointed out a recycling program would contribute to efficiency at the District's facility. Mr. Jensen reported on past discussions and decisions by the City pertaining to recycling and the Council discussed specifics associated with recycling: cost to the residents, recycling provider, cans, etc.

Councilmember Morris expressed concern regarding potential flooding this coming spring and Mr. Coburn responded the County was responsible for the main flood channels and creeks and indicated the City was aware of those areas prone to flooding. He stated the City was aware of possible flooding and reported the City had invested in infrastructure improvements and could divert water to holding ponds to mitigate flooding. Mr. Jensen mentioned internal conversations had taken place regarding flooding concerns and reported Public Works Staff had been clearing channels and storm sewer grates as a precaution. He also indicated coordination with the County had also taken place but pointed out the City could no longer require land drains in conjunction with development due to recent legislation and pointed out the difference between flooding due to ground water and that from run-off. Mr. Coburn added sandbags would be made available to residents at the Public Works Shops. Steve Garside, Assistant City Manager, mentioned the social media campaign, "Be a 'grate' neighbor" and stated a meeting had taken place with the CERT (Community Emergency Response Team) area coordinators and reported on specifics they had been tasked with in preparation for spring run-off to mitigate flooding issues.

Councilmember Bloxham recalled a previous discussion regarding whether the Council wanted to proceed through the Truth and Taxation process to be included as part of the annual budget process. Mayor Petro suggested this could be an educational component associated with the budget for residents and a discussion followed.

Councilmember Bloxham also expressed appreciation to Mr. Wilkinson and Community Development Staff for the handout which provided statistics and numbers specific to housing. He indicated it had been passed along at the legislature and reported responses had been received by both Representative Wilson and Senator Adams.

Councilmember Smith Edmondson mentioned the following:

- CTC (Communities That Care) had requested an increase to the City's \$10,000 contribution. She clarified it was requesting the donation be based on \$.30 per resident, which would result in an increase of approximately \$14,000. She and Mayor Petro weren't in favor of increasing the contribution this year because of the proposed participation with south Davis cities. She suggested allowing time to identify the level of commitment, contribution, and involvement of these additional entities. She also emphasized the City wasn't in jeopardy of losing services provided by CTC.
- Future needs for the Davis Arts Council once it would no longer be located within the City's Municipal campus: small stage performances.
- Email from the Davis Catalyst Center tour to promote educational opportunities and identify services for Layton youth.

Councilmember Thomas inquired about the additional property east of Ellison Park and requested clarification about the plans for that area. Mr. Price responded that area has been Master Planned and indicated he would be willing to share the proposal.

Staff expressed support to the Council for its support of the budget requests. Mayor Petro also expressed appreciation to Staff for their efforts regarding the budget process.

Mr. Jensen informed the Council the Welker Trailhead project was ready to move forward and prepared the Council for negative feedback it might receive from the adjacent residents regarding the proposed improvements. Mr. Price explained the improvements proposed for that area.

MAYOR'S REPORT

No Mayor's Report was shared.

The meeting adjourned at 4:18 p.m.

Kimberly S Read, City Recorder