

**MINUTES OF LAYTON CITY
COUNCIL WORK MEETING**

NOVEMBER 21, 2024; 5:31 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, CLINT DRAKE, CHAD WILKINSON, STEPHEN JACKSON, BRIANT JACOBS, DAVID PRICE, KIMBERLY ZYGMANT, KRISLYN KENNARD, ED FRAZIER, AND KIM READ

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

Mayor Pro Tem Bloxham opened the meeting and announced he would be conducting the meeting during the Mayor's absence.

AGENDA:

MAYOR'S REPORT

No Mayor's report was shared.

COUNCILMEMBER'S REPORTS

There were no councilmember reports.

RECREATION, ARTS, MUSEUM, AND PARKS (RAMP) APPLICATION UPDATE

Kimberly Zygmant, Assistant Parks and Recreation Director, Cameron Cross, RAMP (Recreation, Arts, Museum, and Parks) Chair, shared a visual presentation explaining the new RAMP grant applicant process, resulting in direction from the Council. Mr. Cross indicated applicants had the opportunity to provide input on the new process prior to its implementation. He identified the RAMP Grant timeline for grant submissions which emphasized the draft application process toward the beginning of November, which allowed the written feedback on behalf of the RAMP Commission to the applicant. He clarified this allowed clear communication from the Commission. He also pointed out the new process provided clear expectations applicable to deadlines and dates.

Mr. Cross stated some of the initial feedback from applicants was related to how daunting the application process was. He reported Ms. Zygmant worked with Chris Schwartz, Programmer, with developing an online application, which streamlined the process. He added a training session was also available for applicants to learn how to submit the application and Ms. Zygmant filled out an application as an example to demonstrate how simple the process was. David Price, Parks and Recreation Director, explained how the grant funding could be granted for wages. He added the received submissions were much more clearer compared to previous years. The Council expressed appreciation to Staff for the streamlined process and assistance available to the applicants. Mr. Cross inquired if there was any additional direction from the Council. Councilmember Smith Edmondson suggested an opportunity for applicants to provide ongoing feedback. Mr. Cross responded the Commission had implemented two separate informational meetings, in addition to the completion report. Councilmember Morris expressed appreciation to Staff and the RAMP Commission for identifying the need and for implementing a new process and expressed his confidence in the Commission.

Mayor Petro arrived to the meeting at 5:56 PM.

PRESENTATION – VICTIMS OF CRIME ACT (VOCA) GRANT

Clint Drake, City Attorney, introduced Krislyn Kennard, Victim Services Coordinator, and expressed appreciation to the Council for its support.

Ms. Kennard introduced herself and shared her background with the Council. She mentioned Kelly Rushton, Victim Advocate, Housing Specialist, was also part of the team and shared his background. She shared a presentation regarding the benefits associated with the Victims of Crime Act (VOCA) grant. She identified the different types of crime the Program served and the numerous services provided by the Advocate Program and explained how the office communicated with victims. She mentioned Layton was one of the few cities which provided a housing assistance grant and identified those benefits. She identified the Program's accomplishments and shared some examples. She asked if there were any questions.

Councilmember Thomas pointed out the City's Sub-for-Santa program benefitted individuals being served by the advocate team.

Mayor Petro expressed appreciation to Ms. Kennard for the services she provided.

Councilmember Morris mentioned the City had recently recognized a decrease in grant funding and inquired about the funding forecast. Ms. Kennard responded she recently attended a meeting and believed this next grant cycle would also reflect a decrease in funding. Mr. Drake identified other funding source options and informed the Council the expenditures were tracked and monitored.

SIDEWALK INFRASTRUCTURE DISCUSSION

Stephen Jackson, Public Works Director, introduced Briant Jacobs, new City Engineer, to the Council. He reminded the Council of the previous discussion regarding the Kays Creek Estates Subdivision sidewalk project. He identified the project overview:

- 3,300 feet of broken sidewalk to be replaced
- 260 feet of curb and gutter to be replaced
- 54 ADA (Americans with Disability Act) ramps to be updated

He shared some photo illustrations reflecting examples of major displacement and pointed out the damage was caused by tree roots. He indicated the City had some responsibility to keep sidewalks passable and safe for pedestrians. He stated the recommendation would be to remove the trees causing damage and replace with trees suitable for the park strip. He provided some additional information referenced in a HOA (Homeowner's Association) meeting minutes from 2021 that the homeowners should remove trees so the City can replace the sidewalk. He pointed out these trees were installed prior to the creation of the Permitted Street Tree list.

Mr. Jackson stated Engineering Staff had identified the location and number of trees which needed to be removed, trees which had the potential to cause damage, and the trees which could remain, as well as the sidewalk which needed to be removed and replaced. He shared some visual illustrations identifying the location of the identified trees. He identified the proposed project scope:

- 517 total trees were located in the subdivision park strips
- 207 trees would remain
- 163 trees caused damage and needed to be removed
- 147 trees were identified by an arborist would probably cause damage within the next five years

He reviewed the City's proposal for Sidewalk Repair:

- City contractor would repair 3,300 feet of damaged sidewalk – 100% City funded

- City contractor would repair 260 feet of damaged curb and gutter – 100 % City funded
- City contractor would update 54 ADA ramps – 100% City funded

Mr. Jackson informed the Council of the City’s proposal associated with the current tree damage that the cost would be shared with the homeowners 50/50, and the homeowner would be responsible for replacing the trees using the approved list. For those homeowners with trees identified to potentially damage infrastructure within five years, they could also participate in the cost sharing 50/50 to remove the trees and also replace the trees using the approved list. However, if they chose to not participate, they would be responsible for any future sidewalk damage caused by those trees not removed. Those homeowners would also replace the trees using the approved tree list. He explained the removal and replacement process and timeline a discussion followed.

Mr. Jackson identified the cost estimates for the project and reviewed the City’s portion of the costs and the financial responsibility to the homeowner.

Alex Jensen, City Manager, explained the proposal was consistent with how the City had approached similar issues in other areas of the City in the past. Mr. Jacobs suggested the City would want to partner with the HOA with the project and the discussion continued. Mr. Jackson pointed out the new trees could be planted ten feet behind the sidewalk and still be compliant with the ordinance and the discussion continued. Mr. Drake emphasized the important aspect of the proposed plan would be to contribute toward safety.

Mr. Jensen reported City Staff would approach the HOA with the proposal. The Council believed the City’s proposal was a fair offer to the homeowners.

CLOSED MEETING:

MOTION: Councilmember Bloxham moved to adjourn the meeting and convene in a closed meeting at 6:39 p.m., pursuant to Title 52, Chapter 4 of the Utah Code. Councilmember Thomas seconded the motion, which passed unanimously.

MOTION: Councilmember Thomas moved to open the meeting at 6:52 p.m. Councilmember Bloxham seconded the motion, which passed unanimously.

The meeting adjourned at 6:52 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 **21st day of November, 2024**, was to discuss the character, professional competence, or physical or mental health of an individual and to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares.

Dated this 19th day of December, 2024.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder