

**MINUTES OF LAYTON CITY
COUNCIL WORK MEETING**

DECEMBER 5, 2024; 5:42 P.M.

**MAYOR AND COUNCILMEMBERS
PRESENT:**

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

**PLANNING COMMISSION MEMBERS
PRESENT:**

JULIE PIERCE, LINDSEY HAMILTON, AND SCOTT CARTER

STAFF PRESENT:

ALEX JENSEN, CLINT DRAKE, STEPHEN JACKSON, TRACY PROBERT, CHAD WILKINSON, WESTON APPLONIE, LON CROWELL, 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:

MAYOR'S REPORT

Mayor Petro announced the representative serving as the Chair on the North Davis Sewer District (NDSD) Board had stepped down from that position and she had been re-elected to serve in that capacity for the next year and a half.

She mentioned Wasatch Integrated Waste Management District (WIWMD) Board hadn't met and believed a Special Meeting would soon be scheduled.

She mentioned she had kept the Council abreast of the Homeless Task Force's discussions and plans regarding the homeless within the County. She indicated the County was moving forward with the Code Blue designated centers and reported implementation had taken place three separate nights for one individual thus far. She added Layton City's facility had been used.

She mentioned the Legislative Affairs Committee had met and the following issues had been discussed: affordable housing, taxes, and education funding.

COUNCILMEMBER'S REPORTS

Councilmember Roberts also mentioned the Legislative Executive Committee would be approving the prioritized issues.

Councilmember Thomas reported the free hay ride through the Lights Before Christmas light display on Wednesday night, December 4, 2024, had been very successful. He mentioned it had been extremely busy and believed the light display had become a landmark.

Councilmember Smith Edmondson informed the Council, Communities That Care (CTC) had visited the Youth Impact facility in Ogden City last month and expressed her opinion it had been beneficial with receiving new ideas. She mentioned a Community Board Meeting was scheduled for Monday, December 9, 2024, beginning at 1:00 PM and invited participation and/or attendance by any members of the Council. She also mentioned a four hour retreat was scheduled for Thursday, January 23, 2025, for

participating members to review the direction and activities identified for the organization. She announced the CTC newsletter had been sent out and mentioned it provided some great information.

She reported she had also learned North Salt Lake City Council had adopted a resolution expressing support for ‘A Bolder Way Forward’ (BWF), a campaign designed to uplift women and girls. She mentioned the possibility of the City following its example expressing support for the campaign.

Councilmember Bloxham provided a brief update regarding UTOPIA and reported there were currently over 70,000 participating subscribers, with Layton City being the first city to reach over 10,000. He also mentioned the second highest participating entity was Idaho Falls, Idaho. He concluded things were going well with UTOPIA.

Councilmember Morris mentioned the Utah League of Cities and Towns (ULCT) Board meeting scheduled for Monday, December 9, 2024. He mentioned the topic for discussion would be housing, housing, and more housing. He informed the Council the governor’s proposed budget included low interest loans to incentivize developers for construction of ‘affordable housing’ and a discussion followed. Councilmember Bloxham mentioned the ‘buy right’ zoning philosophy and Councilmember Morris indicated that could be included as a tool in Moderate Income Housing Plans.

AUDIT AND FINANCIAL REPORTS – FISCAL YEAR ENDED JUNE 30, 2024

Tracy Probert, Finance Director, announced Robert Wood, HBME, was in attendance to present and review the audit findings and financial reports. Mr. Probert distributed the Fraud Risk Assessment from the Utah State Auditor’s Office and briefly reviewed it with the Council. Mr. Wood suggested the Council consider changes which could be implemented to provide protections as opposed to just checking each box. Mr. Probert explained the City could receive a perfect rating score if it hired an internal auditor to regularly audit City Staff’s work.

Mayor Petro announced she was pleased with the audit and expressed appreciation to the two residents which served on the Audit Committee and shared some of their respective concerns.

Mr. Probert shared a visual illustration and reviewed the General Fund pointing out Property and Sales Tax revenues, miscellaneous, sundry income, and Energy Tax which contributed to an increase in the General Fund.

He also reviewed General Fund Expenditures with the Council pointing out the City had underspent by approximately \$4 million dollars. He explained how that increased the unassigned fund balance for the end of the year resulting with the City still under the 35% cap. He expressed his opinion the City was in a healthy financial condition. He mentioned wages, personnel costs, and operating costs had the potential to continue to increase. A discussion followed related to the Energy Tax.

Mr. Probert continued to review the Enterprise Funds and announced the City was in a good position to complete identified projects in the water fund. He reviewed the Storm Sewer Fund, Sewer Fund, EMS, Pool, Street Lighting, Refuse, Athletic, UIA (Utah Infrastructure Agency), and the Secondary Water Fund with the Council. He continued to review other Governmental Funds with the Council pointing out appropriations for various City projects and revenue identified in the RAMP (Recreation, Arts, Museum, and Parks) and Transportation Funds.

He shared figures associated with the Sewer Revenue comparison from 2023 to 2024 and indicated it reflected the implemented rate increase for the months of July, August, September, and October. He summarized based on these figures the rate increase would generate the projected funding for that fund.

Rob Wood, stated his agency enjoyed working with Layton City and took its responsibility very seriously. He announced three reports had been completed and reviewed specifics associated with each:

- Independent Auditor's opinion regarding the financial statements; the City had received a clean or unmodified opinion – the best opinion the auditing firm could issue.
- Internal Controls over financial reporting; no material or significant discrepancies had been identified.
- State Compliance Guide issued by the State Auditor's Office; no discrepancies with adherence to standards had been identified.

He asked if there were any questions and there were none. Mr. Wood complimented the City's Audit Committee.

PRESENTATION OF THE LAYTON CITY COMPREHENSIVE LONG RANGE ECONOMIC DEVELOPMENT PLAN

Chad Wilkinson, Community and Economic Development Director, acknowledged the efforts and work of Lon Crowell, Economic Development Deputy Director, and Weston Applonie, City Planner, in working with Better City on the Plan.

Mr. Crowell introduced the representatives from Better City, Jason Godfrey and Trina Kittleson. He identified the primary purposes of the Plan:

- Determine the feasibility of current Town Center and Urban District locations in the General Plan
- Determine the feasibility of a new Town Center near south gate of HAFB (Hill Air Force Base)
- Determine current retail demand, leakage, and saturation
- Better understand opportunities for future retail and ability to attract higher end retail
- Better understand City's economic position in the retail, residential, office, and industrial markets
- Better understand the current economy of the City in whole

He turned the time over to Mr. Godfrey and Ms. Kittleson to review the Layton City Long Range Economic Development Plan.

Mr. Godfrey shared a visual presentation and shared findings and conclusions from the Market Analysis specific to the City's retail market. He reported a low retail leakage of 99% which reflected the City had continually bucked industry trends in the retail market and indicated it still had a powerful retail presence in the area. He briefly reviewed conclusions associated with the residential market. He highlighted the office and industrial markets and stated the City was well positioned to benefit from development. He reviewed the projected demand for the various types of development for Layton City.

Mr. Godfrey reviewed town center principles highlighting the following:

- Pedestrian gather/green space
- Pedestrian-Oriented development
- Repurpose parking lots

He continued to review changes within the workforce development:

- Aerospace
- Healthcare
- Manufacturing

He also mentioned the benefit for transit-adjacent housing in relation to retail.

He explained the difference between town centers and urban centers and identified the two urban centers within the City: Midtown – Layton Hills Mall area and Historic Downtown. He indicated the analysis concluded the City had two designated retail centers: Church Street/Highway 193 and Antelope

Drive/Main Street. He explained these retail centers were located in heavy transit corridors and had layouts which limited their potential as town centers. He identified the City's Town Centers and suggested the Church of Jesus Christ of Latter-day Saints Temple could be a focus for that area and a discussion followed.

- Gordon/Fairfield
- Gentile/Fairfield

He identified the locations designated for new town centers: West Layton and Gordon/Highway 89 and proposed an additional town center identified as the South Gate Town Center. He pointed out implementing grocery stores would be welcome to residents in those areas. He explained the body of The Plan provided additional descriptions and conceptual plans of what the town centers could resemble. He clarified the final plan would be completed within the next two weeks and Mr. Wilkinson added the Plan would then come before the Planning Commission and City Council for acceptance.

Mr. Godfrey asked if there were any questions and a discussion regarding adoption of the Plan followed. Mr. Wilkinson believed the analysis and conclusions identified in the Plan were consistent with the City's General Plan, with the exception of the proposed South Gate Town Center. A discussion followed regarding the dynamic as a result of COVID-19 in 2020 and that impact to the current General Plan. Mr. Godfrey didn't believe that would have a direct impact to implementation of the General Plan. Mayor Petro suggested the City might consider amending/modifying the Plan and Mr. Wilkinson expressed his confidence in the current General Plan and believed only minor refinements would be necessary.

The meeting adjourned at 6:57 PM

The meeting resumed at 7:49 PM

DISCUSSION – GUARANTEED MAXIMUM PRICE (GMP) REGARDING THE NEW DISPATCH CENTER

Alex Jensen, City Manager, reported Staff had met with the general contractor and architect regarding the Guaranteed Maximum Price (GMP) for the new dispatch center and reported it was an acceptable number. The latest cost estimate was approximately \$14.3 million and after the bid process was approximately \$800,000 less than that amount. He mentioned the general contractor would be vetting the low bidder for various sub-contractors and believed there could be additional cost savings. He stated the proposed amount would be for the building alone and would be close to \$13.5 million. He indicated the final number to be reflected in the contract with Hogan would be a total of \$15.6 million. He reminded the Council, the City had already appropriated \$15.1 million and recommended moving forward with the project. He suggested total schematics could be proposed during a future meeting. He mentioned mobilization had begun and identified delays on the front end of the project. He indicated the proposed completion date would be for April 2026 and explained how the ARPA (American Rescue Plan Act) funds would be expended.

CLOSED SESSION TO DISCUSS THE CHARACTER AND/OR COMPETENCY OF AN INDIVIDUAL(S), PENDING OR REASONABLY IMMINENT LITIGATION, PURCHASE, SALE, EXCHANGE, OR LEASE OF REAL PROPERTY, WATER RIGHTS OR SHARES, AND/OR DEPLOYMENT OF SECURITY PERSONNEL, DEVICES OR SYSTEMS AS PERMITTED UNDER UCA 52-4-205

CLOSED MEETING:

MOTION: Councilmember Thomas moved to adjourn the meeting and convene in a closed meeting at 7:59 p.m. to discuss the Purchase, Exchange, or Lease of Real Property, Including Any Form of a Water Right or Water Shares. Councilmember Smith Edmondson seconded the motion, which passed

unanimously.

MOTION: Councilmember Thomas moved to open the meeting at 10:30 p.m. Councilmember Bloxham seconded the motion, which passed unanimously.

The meeting adjourned at 10:30 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 **5th day of December, 2024**, was to discuss the Purchase, Exchange, or Lease of Real Property, Including Any Form of a Water Right or Water Shares.

Dated this 6th day of February, 2025.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder