

**MINUTES OF LAYTON CITY
COUNCIL MEETING**

DECEMBER 4, 2014; 7:01 P.M.

**MAYOR AND COUNCILMEMBERS
PRESENT:**

**MAYOR BOB STEVENSON, JOYCE BROWN, TOM
DAY, JORY FRANCIS, SCOTT FREITAG AND JOY
PETRO**

STAFF PRESENT:

**ALEX JENSEN, GARY CRANE, BILL WRIGHT,
KENT ANDERSEN, TRACY PROBERT, DEAN
HUNT AND THIEDA WELLMAN**

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

Mayor Stevenson opened the meeting and led the Pledge of Allegiance. Councilmember Brown gave the invocation. Scouts and students were welcomed.

MINUTES:

MOTION: Councilmember Brown moved and Councilmember Francis seconded to approve the minutes of:

Layton City Council Strategic Planning Work Meeting – October 23, 2014.

The vote was unanimous to approve the minutes as written.

MUNICIPAL EVENT ANNOUNCEMENTS:

Councilmember Brown said this coming Wednesday, December 10th, Family Recreation would have hay rides through the Christmas lights in the park. She said cookies and hot chocolate would be served in the bowery.

Councilmember Brown said on November 24th, the night of the Christmas Lighting Ceremony, the City had a major power outage. She said Staff was able to have a generator so that the ceremony went off without a hitch. Councilmember Brown expressed appreciation to the Parks and Recreation Department for making it happen.

CONSENT AGENDA:

2014 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND AUDIT REPORTS

Tracy Probert, Finance Director, presented the CAFR for year ended June 30, 2014, along with the audit reports. He introduced Rob Wood with Hansen Bradshaw Malmrose & Erickson, the CPA firm the Council had contracted to conduct the audit. Tracy said the financial position of the City was discussed in detail in the earlier Work Meeting and with the Audit Committee. He said the City received a clean opinion from the auditors, which was the best opinion the City could receive. Tracy said there were no instances of non-compliance or deficiencies in internal controls.

Tracy said the City was in a very sound financial position. He said unassigned fund balance was 17.3% of the General Fund revenue, which was a very good position to be in. Tracy said the Staff and the Audit Committee recommended that the Council moved to accept the audit reports and the CAFR.

Mayor Stevenson said revenues were higher than anticipated, which was a very good sign of an improving economy in the community.

Councilmember Brown said the report indicated that the City received an award for their excellent financial reporting.

Tracy said the City had received that award consistently for at least 15 years.

Councilmember Francis said the Mayor had challenged the employees to turn back 2% from their budgets if possible. He said nearly 3% was returned; Staff went the extra mile. Councilmember Francis said most entities spent their entire budget so that they could get the same allotment the next year, but in Layton City there was a tradition of turning that money back in, which was a much more effective way to handle the City's monies.

Mayor Stevenson said at the first of the year the Mayor and Council had asked Staff to put a voluntary 2% reduction in costs into their budgets. He said the amount was actually 2.7%. Mayor Stevenson said that was not because of something the City Council had done; it was because of the employees looking for any way to save some money. He expressed appreciation to the employees.

AUTHORIZE THE EXECUTION OF AN ADDENDUM TO AN AGREEMENT WITH HARRIS ERP FOR THE INNOPRISE FINANCIAL SYSTEM – RESOLUTION 14-74

Tracy Probert said Resolution 14-74 was authorization to execute an addendum to an agreement with Harris ERP for the Innoprise financial system. He said Layton City had been contracted with Harris since 1997 to provide a financial system for the City. Tracy said there was approval in the 2015 budget for the City to acquire a new financial system. He said Harris was able to provide a system that would increase the capability substantially and integrate a couple of systems so that they were more efficient. Tracy said because the City had been long term customers of Harris, they were able to provide the City with a discount so that the price for the software was much more reasonable than others that were considered.

Tracy said in the earlier Work Meeting there was discussion about maintenance fees and Staff would look into that and report back to the Council before the contract was signed. He said Staff recommended approval of Resolution 14-74 approving the addendum to the agreement between Layton City and Harris ERP, and authorizing the Mayor to sign the agreement once those questions about maintenance fees had been answered.

AMEND THE CONSOLIDATED FEE SCHEDULE – ORDINANCE 14-25

Kent Andersen, Deputy Director of Community and Economic Development, said Ordinance 14-25 was a proposed amendment to the Consolidated Fee Schedule. He said as the result of a comprehensive Staff review of business licensing and fire inspection procedures, processes and fees, an amendment to the Consolidated Fee Schedule was recommended. Kent said the changes were discussed in detail in the earlier Work Meeting and were included in the Council packet documentation. He said Staff recommended that the Council adopt Ordinance 14-25 amending the Consolidated Fee Schedule. Kent said based on the Work Meeting discussion, Staff recommended removing items 7 and 8 on the list of proposed changes to the Fee Schedule related to fire alarms, to allow for further research and discussion with the Council at a later date.

Mayor Stevenson said the City had been going through some efficiency studies to determine ways the City could be more efficient. He said through that process the City had found areas where the fees should be adjusted to be more in line with costs. Mayor Stevenson said some of the fees had not been looked at since the early 1990's.

AMEND TITLE 16, SECTION 16.04.010, AMENDING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE TO REQUIRE BUSINESSES IN LAYTON CITY TO SUBMIT FIRE AND LIFE SAFETY INSPECTION, TESTING AND MAINTENANCE PAPERWORK ELECTRONICALLY – ORDINANCE 14-27

Dean Hunt, Fire Marshall, said Ordinance 14-27 would amend the Fire Code of the City to require businesses that conducted inspections, tests and maintenance of fire sprinkler systems and alarm systems to report those to the Fire Department in an electronic format. He said Staff recommended approval.

MOTION: Councilmember Freitag moved to approve the Consent Agenda as presented, with the exception of pulling items 7 and 8 from the Consolidated Fee Schedule amendments relative to fire alarm responses and false alarm fees; and that Staff be directed to follow up on Council's questions relative to the addendum to the agreement with Harris ERP, before the contract was signed. Councilmember Brown seconded the motion, which passed unanimously.

CLOSED DOOR:

MOTION: Councilmember Freitag moved to close the meeting at 7:17 p.m. to discuss the character, professional competence, or physical or mental health of an individual. Councilmember Brown seconded the motion, which passed unanimously.

MOTION: Councilmember Brown moved to open the meeting at 7:38 p.m. Councilmember Freitag seconded the motion, which passed unanimously.

The meeting adjourned at 7:38 p.m.

Thieda Wellman, 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 **4th day of December, 2014**, was to discuss the character, professional competence, or physical or mental health of an individual.

Dated this 15th day of January, 2015.

ATTEST:

ROBERT J STEVENSON, Mayor

THIEDA WELLMAN, City Recorder