

**MINUTES OF LAYTON CITY
COUNCIL SPECIAL MEETING**

FEBRUARY 10, 2016; 9:08 A.M.

**MAYOR AND COUNCILMEMBERS
PRESENT:**

**MAYOR BOB STEVENSON, JOYCE BROWN,
BRUCE DAVIS, TOM DAY, SCOTT FREITAG
AND JOY PETRO**

STAFF PRESENT:

**ALEX JENSEN, GARY CRANE, TRACY
PROBERT, BILL WRIGHT, ALLEN SWANSON,
TERRY COBURN, DAVID PRICE, KEVIN WARD
AND THIEDA WELLMAN**

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

Mayor Stevenson opened the meeting and welcomed everyone. He turned the time over to Staff.

AGENDA:

DISCUSSION REGARDING THE FUTURE VISION OF DEPARTMENTS

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

Bill Wright, Community and Economic Development Director, indicated that he wanted to present a five-year strategic plan for the various divisions in his department. He said in the Building Division, they wanted to move toward a complete online permit center including electronic plan submittal. Bill said they would accommodate the transition to complete online permitting with builders and homeowners. He said they would work closely with the IT Department to move in this direction. The building inspectors would move to tablets, which would cut down on communications and paperwork. They would move toward web based scheduling.

Bill said in the Planning Division, they would move to electronic submittals, which would allow for 3-D visualization. They were using social media to increase transparency and involvement of the public. He presented information about where planning trends was going, including mixed use, form based zoning, and more urban type areas; this was what the next generation wanted.

Economic Development was focused on marketing the City. There needed to be strategic planning with involvement from the private sector relative to development. Bill discussed incentive partnerships through the RDA and CDA, and things that were done with RDA and CDA tax increment. He suggested that the City would need to get involved with strategic corporate financial partnering.

Council and Staff discussed various types of corporate financial partnering in other areas of the State. They discussed bonding possibilities and philosophies.

Bill mentioned the East Gate Business Park and things happening in that area. He mentioned the status of the joint use runway at Hill AFB and the possibility of the Air National Guard coming to this area. Bill mentioned the possibility of a CDA area that would include the Layton Jr. High to Kmart area north of Antelope Drive, or a smaller one east of I-15. Council and Staff discussed the sustainability of Kmart.

Council and Staff discussed the development agreement requiring an office building by Bed Bath and Beyond. The development agreement was very strict and might need to be reevaluated. They discussed allowing commercial development on that property.

Bill mentioned repositioning of the Mall and the Hill Villa area. Council and Staff discussed property north of Layton Parkway near the hospital site and the downtown area. They discussed the business center near the West Davis Corridor interchange and the area near Gordon Avenue and Highway 89.

PARKS AND RECREATION DEPARTMENT

David Price, Parks and Recreation Director, reviewed the mission statement of the department. He mentioned the importance of strengthening the relationship with the private sector; they brought a lot to the community. It was important to maintain existing investments.

David presented information on the department's development priorities, which included expanding recreational services to reach underserved groups. He discussed how scholarships were given out to under privileged kids. There were limited funds that came from excess program funds. Utah Power and Light donated \$1,500 a year for scholarships, which helped 15 to 20 kids with scholarships. He mentioned working with schools to bring programs to the schools. David indicated that development priorities included areas under the power corridor and a shared gym facility at the new junior high school in west Layton.

David indicated that in the Parks Division, the focus was on expanding trails, which was the most requested service from the public. They were working on athletic fields in the power line corridor, and developing Hobbs Reservoir as a day use area. He mentioned the need for an additional park in the under serviced area south of Gentile Street between Flint Street and Angel Street.

David said the Museum was working to bring higher quality exhibits to the Museum and expanding the Museum to provide space for Davis Arts Council functions.

David reviewed funding problems with the pool and how pool revenues had to be supplemented. Revenues were down and there was a lot more competition, including the free splash pad.

Mayor Stevenson said the City needed to do an analysis of the pool and look at year round service; maybe closing in the winter would make more sense. He said \$500,000 was a lot of money to be subsidizing the pool.

Councilmember Freitag said he felt that the City was to the point of making a change.

Councilmember Petro suggested working with the School District on a possible partnership for a new pool for school swim teams in conjunction with the new junior high.

Alex Jensen, City Manager, said Staff had been having these discussions; did the City need to get out of the pool business or upgrade the facility to something else. A pool didn't make any sense financially.

Councilmember Brown said people wanted an aquatics center like the one in Clearfield.

Alex said that would take a 7 or 8 million dollar investment that still wouldn't make money. The cost of heating a pool in the winter was significant.

Council and Staff discussed the cost of the bubble and replacing it; the current one was coming to the end of its life.

Mayor Stevenson said it would take a private company coming into the City to operate this type of facility.

David said he supported a private company coming in, but they wouldn't take care of basic services. They wouldn't allow students to use the pool for 4 hours a day for free. The City had to weigh what was best, and the cost to taxpayers. David said Staff would recommend a new indoor facility that focused on

governmental activities and closing Surf 'n Swim during the winter; possibly enhancing Surf 'n Swim with new entertainment activities.

David reviewed information about RAMP tax grant requests for this year. They anticipated \$150,000 in funding this year; next year it should be about \$800,000. Council discussed some of the items on the grant request list.

David reviewed information about Proposition 1 priorities and the importance of showing an immediate return on investment to citizens.

Alex said all of the departments that had legitimate access to Proposition 1 monies had tried to identify projects that would qualify for the funding. They were prioritizing those projects and putting them into a plan to present to Council. He said Staff looked at Proposition 1 funds as new money and didn't want to roll those funds into the regular budget, but do projects that would demonstrate to citizens how the money was being used.

Mayor Stevenson said the City needed to work with matching funds from the County.

Alex said Staff had been having those discussions.

Mayor Stevenson asked David what his #1 trail project would be.

David said completing the Kays Creek Trail from the Shoreline Trail to the nature preserve. He said it wasn't on the priority list because property wasn't available at this time.

Council and Staff discussed the use of the Adams Canyon Trail.

Alex mentioned an idea of putting a moniker or some type of identification on any project that was funded by the RAMP tax or Proposition 1 money to identify those projects.

David said Kays Creek Trail would be completed on the west side this year with development from Dawson down to the nature preserve.

Council and Staff discussed the Davis Weber Canal Trail and other trail areas.

Mayor Stevenson asked about development of pickle ball courts.

David said the City tried to start a pickle ball league this year but no one signed up. He said they could double stripe tennis courts for use as pickle ball courts and there were two courts being developed in the new park that would be opening this spring. David discussed having indoor tournaments in some of the gyms. He said there would be 6 courts available by this summer.

David said today's new great recreation facility would become tomorrow's Surf 'n Swim; everything aged and had to be maintained.

POLICE DEPARTMENT

Allen Swanson, Police Chief, presented information about the future of the Police Department including body worn cameras, video management systems; more equipment in cars; moving from laptops to hand held devices; and in-car touch screen devices. He indicated that they were waiting to see what the legislature determined on body worn cameras.

Councilmember Freitag asked if there were any body worn cameras in the department.

Allen said there were a few that were being tested.

Councilmember Freight asked how they differed from dash cams.

Allen said the main difference was that they could go into homes. He said there were concerns with privacy issues; they felt that the footage should be a private record unless there was a police involved shooting.

Allen showed an example of how cameras were not the answer to everything; the footage didn't answer all questions or provide all the details. He discussed technology and electronic forensics, such as getting information off of cell phones. Allen mentioned new data driven analytics through Spillman. He mentioned the need for a 3-D laser printer for crime scene investigations; allowing for 3-D measurements and pictures at crime scenes.

Allen mentioned the importance of shared databases in Dispatch and trying to share cad systems with other departments in the County. He mentioned a shared 911 system with Clearfield City and Davis County and moving toward functional consolidation; it would be quite a change from what was being done now.

Allen discussed physical consolidation of dispatch centers and legislative changes to put that into place. He discussed pros and cons of consolidated centers.

Allen reviewed information about current staffing; currently there were 78 sworn officer positions, which had been the same since 2007. Eventually they would need additional officers; Layton was low in the State per population. He discussed sectors of the City and trying to keep an officer in each sector 24/7. Allen said they had 4 officer position openings and only had 20 people pass all of the testing. It was getting more difficult to find qualified officers because of issues with retirement and public perception. Some officers were going to other departments that were paying higher salaries.

Council and Staff discussed salaries in the City and how those continued to increase.

Allen indicated that they would eventually need to reevaluate the K-9 program; it cost \$38,000 a year to run the program. He said they would need to explore options for a shooting range and conduct a long term geographical study to best deploy officers, along with conducting a staffing level study.

Allen mentioned the eventual need for a new police facility. He didn't feel that it was currently needed, but there were issues with an adequate evidence facility. Allen mentioned using the Catholic Seminary building as a CSI facility. They would run out of space this year in the current facility. He said it would cost around \$312,000 to convert the Seminary building, but it could be done over two years with \$200,000 being spent this year, and adding the garage portion the next year.

Mayor Stevenson said if the court moved out of the building, would that accommodate the Police Department.

Allen said yes.

Alex said there was enough space, but it wasn't built as a public safety building. The City would buy the building back from the State if it ever became available; it was a critical piece to the overall campus.

Allen said the department continued to work on community outreach. He mentioned that they were providing an assault defense class for women, the safe trade zone was being used, and they continued to use social media.

The meeting suspended at 12:34 p.m.

The meeting reconvened at 1:10 p.m.

FIRE DEPARTMENT

Kevin Ward, Fire Chief, reviewed projections for the need for Station 4 on the east side of the City near Tanglewood. He said the station would experience 300 to 350 calls per year and serve approximately 15,000 residents. It wouldn't be the busiest station, but this would be a great spot strategically. They were working with UDOT on the impacts of Highway 89 and a station.

Mayor Stevenson asked if it was imperative to be on the east side; could it be at Gordon Avenue and Highway 89.

Kevin said with access to a full service interchange, it didn't need to be on the east side.

Alex said the site the City had could be traded for another location. He mentioned UDOT's plan to make the frontage roads on Highway 89 one direction roads, which would impact public safety.

Kevin said a new station would require new personnel. He said the next station would be a relocation of Station 3 or a station by the Conference Center. Kevin provided a map showing areas needing coverage in the City and how new stations would resolve those issues. He said relocation of Station 3 would not require new Staff. Kevin explained how stations were staffed.

Mayor Stevenson asked if Station 3 was moved near the new IHC hospital, could they contract to cover part of west Kaysville to help provide funding for the station.

Kevin said that could be something to consider.

Council and Staff discussed acquiring the property from IHC.

Kevin reviewed information about ISO rating. He said call volume had doubled since he came to the City. There was a need for additional administrative support of a secretary and a day chief position to handle EMS. He mentioned partnering with a hospital to provide integrated health services.

Kevin explained working to get Medicaid fees increased. He indicated that the Fire Department took over the emergency management program with Jim Mason's retirement.

Kevin indicated that the Fire Department budget set money aside every year to cover apparatus replacement. He discussed other sources of funding for new stations. Kevin reviewed information about computer technology in vehicles. He indicated that the SCBA equipment would need upgrading in a couple of years and would cost about \$450,000.

Kevin expressed appreciation for the great training facility and discussed issues with other departments paying to use the facility. He mentioned issues with consolidation of agencies. Kevin explained how they were working with Spillman on fire software.

LEGAL DEPARTMENT

Gary Crane, City Attorney, indicated that there were several changes in the Legal Department this year with Jim Mason's retirement. The Legal Department took over management of Human Resources and Risk Management, which was a big change; they were sorting things out and working through the changes.

Gary said when he came to the City 23 years ago, the Legal Department was evenly split between criminal and civil cases; criminal was now dominating the work load. To handle the current criminal case load, it occupied the time of more than two full time attorneys. He indicated that they were directly affected by legislative changes; there were major changes last year and the work load was much heavier.

Gary mentioned changes at the County level that impacted the City. He mentioned the impact of the courts going paperless and case information the court was no longer inputting, which required an additional administrative position in the department this fiscal year.

Gary mentioned a new case management program and how it didn't interface with the courts. They were looking at a new program; they had gone paperless on traffic cases but not other cases. Gary mentioned issues at the State Legislature with Libertas relative to public defender fees that would be very impactful to the City.

Gary said the City processed over 3,000 cases a year; proposed legislative changes would triple the City's defense costs. He mentioned a need for laptops for each attorney for court to be able to have all cases on hand electronically. They would work with the laptops they currently had to see if it was feasible to go paperless.

Gary mentioned weekly meetings with Legal, Planning and Engineering on development; these meetings saved the City a lot of time and money.

Gary mentioned the impact the City had at the Legislature each year with their presence. He mentioned the proposed legislative amendment to allow a UTOPIA question to be placed on a ballot.

FINANCE DEPARTMENT

Tracy Probert, Finance Director, reviewed information about the different divisions in the Finance Department and the newly added Facilities Maintenance and IT divisions that were added with Jim Mason's retirement. He reviewed information about the new financial software implementation. Tracy indicated that the new software would last 10 to 15 years. He reviewed duties of the Treasurer.

Tracy indicated that the major concerns with the Facilities Management Division were maintenance projects for the buildings; it was \$200,000 per year to cover those costs. Energy efficiency was always a concern; they tried to upgrade and keep energy costs as low as possible.

Tracy said with the IT Division, all major systems were on a 5 to 10 year rotation. New technology was always a challenge. They had a lot of web based services that would continue to grow and there was a lot of competition for staffing.

Tracy said questions always came up about bonding with rates as low as they were. The City's outstanding debt included 3.3 million dollars in revenue refunding bonds; the debt service payment was \$410,000 per year to July 2024. These were the bonds for the Ellison Park debt. Tracy said the City had a big commitment to UTOPIA debt; even though it wasn't reported as City debt, the City had to service that debt. The cost was 2.3 million dollars this year and it would continue to go up. Including UTOPIA, the City had 74 million dollars of debt.

Tracy indicated that 6.34% of the budget went to debt service; most cities averaged 3 to 6%. Without UTOPIA the City's debt service would be less than 1%. He reviewed information about sources of revenue and how other services would be impacted if additional debt was incurred. Tracy reviewed information about the debt margin calculation and citizen obligations. He reviewed information about new debt scenarios.

Tracy presented information about fund balance; this was a great safety net for the City. With the downturn in 2007/2008, the City lost over 2 million dollars in sales tax revenue. The City didn't gain that back until this year.

Tracy reviewed information about options for funding and growing the economy. It was important to bring high quality jobs to the area and bring new businesses to the City. He said new funding sources such as the RAMP tax and the transportation tax would help. Tracy discussed the possibility of a property

tax increase.

Tracy discussed RDA tax increment and funding economic development projects with those funds. He discussed the importance of getting the UTOPIA debt taken care of and getting fiber across the City.

Council and Staff discussed the potential for UTOPIA to be a great revenue source. They discussed strategies for generating additional revenue and interest in the City, and drawing people and businesses to the City.

PUBLIC WORKS DEPARTMENT

Terry Coburn, Public Works Director, mentioned the importance of infrastructure in the City. He said his department was the backbone of the City. Terry said it took a great Council, Mayor and City Manager to make these things happen.

Terry reviewed information about the various divisions in his department. He said they had a total of 60 employees and an annual budget of 25 million dollars. Terry said they ran a pretty lean department for a City the size of Layton. He said Layton was a well respected city in the State. Contractors liked to work in the City; they liked working with competent people and they knew that they would get paid. Terry said he had a great relationship with suppliers.

Terry mentioned issues with the Talbot Drive project and having to go after the contractor. He mentioned the tragedy in the crosswalk on Fort Lane. Terry said there was absolutely nothing wrong with the crosswalk and there was nothing the City could have done to prevent the accident. He said the crosswalk was painted twice a year. Terry explained that they couldn't use oil based paint any longer and had to use water based paint. He indicated that tape was very expensive. The pedestrian signs had been changed about 4 months prior to the incident; with a distracted driver nothing would have changed the incident. For the past 30 years there had not been a complaint registered about that crosswalk.

Alex said he talked with the Layton High Principal about ways to protect pedestrians; there was a significant disregard with students and safety near the school. He said students just walked out and didn't pay attention. Alex said the Principal indicated that the City did a great job; kids didn't pay attention to warnings. The Principal expressed appreciation for everything the City did.

Councilmember Freitag said that was why he didn't want food trucks on the street; he was concerned with people running across the street to access the food vendor.

Terry said Staff would continue to look at safety concerns. He mentioned articles in the Standard Examiner that reported misinformation about the incident.

Councilmember Freitag said the City needed to be proactive to get correct information out.

Mayor Stevenson mentioned a conversation he had with one of the residents that spoke at the last Council meeting about the tragedy.

Councilmember Freitag said the City needed to tell its story.

Councilmember Davis said it was frustrating when the newspaper printed what they did, but newspaper readership was way down. He said the City had opportunities to tell its story through social media.

Council and Staff discussed issues with mid block crossings; sidewalks promoted a false sense of security.

Alex said the City was in the process of establishing some standards to enhance safety; Staff would bring it back to the Council for discussion.

Councilmember Petro suggested signs in school crossings instead of cones.

Alex said Staff would be installing flashing signs at the crosswalk at Lindsey, by the Seminary Building and by the library.

Terry talked about water issues in Flint Michigan. He explained what the City did to protect the water system and he presented information on testing requirements.

The meeting adjourned at 4:59 a.m.

Thieda Wellman, City Recorder