

## **WORK MEETING AGENDA OF THE CITY COUNCIL OF LAYTON, UTAH**

PUBLIC NOTICE is hereby given that the City Council of Layton, Utah, will hold a public meeting in the Council Conference Room of the City Center Building, 437 North Wasatch Drive, Layton, Utah, commencing at **5:30 PM on July 6, 2023**.

### **AGENDA ITEMS:**

1. Councilmember Report
2. Accept Bid Award – Merrill Sheriff Construction Inc. for Welker Trailhead Improvements, Parks Project 22-02 – Resolution 23-34 – 2700 North 2125 East
3. Accept Bid Award – Merrill Sheriff Construction Inc. for Andy Adams Park Improvements, Parks Project 22-04 – Resolution 23-35 – 1713 East 1000 North
4. Accept Bid Award – Merrill Sheriff Construction Inc. for Commons Park Improvements, Parks Project 22-05 – Resolution 23-36 – 437 North Wasatch Drive
5. Temporary Construction Easement Agreement between Layton City and Winkel Rock, LLC – Resolution 23-37
6. Collection of Delinquent Water Fees – Ordinance 23-16
7. Mayor's Report

### **ADJOURN:**

Notice is hereby given that:

- This meeting will also be live streamed via [laytoncitylive.com](http://laytoncitylive.com) and [facebook.com/Laytoncity](http://facebook.com/Laytoncity)
- In the event of an absence of a full quorum, agenda items will be continued to the next regularly scheduled meeting.
- This meeting may involve the use of electronic communications for some of the members of this public body. The anchor location for the meeting shall be the Layton City Council Conference Room, 437 North Wasatch Drive, Layton City. Elected Officials at remote locations may be connected to the meeting electronically.
- By motion of the Layton City Council, pursuant to Title 52, Chapter 4 of the Utah Code, the City Council may vote to hold a closed meeting for any of the purposes identified in that chapter.

**Date:** \_\_\_\_\_ **By:** \_\_\_\_\_  
**Kimberly S Read, City Recorder**

LAYTON CITY does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the employment or the provision of services. If you are planning to attend this public meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify Layton City eight or more hours in advance of the meeting. Please contact Jamie Senninger at 437 North Wasatch Drive, Layton, Utah 84041, 801.336.3826 or 801.336.3820.

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 1.

**Subject:**  
Councilmember Report

**Background:**  
N/A

**Alternatives:**  
N/A

**Recommendation:**  
N/A

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 2.

**Subject:**

Accept Bid Award – Merrill Sheriff Construction Inc. for Welker Trailhead Improvements, Parks Project 22-02 – Resolution 23-34 – 2700 North 2125 East

**Background:**

Resolution 23-34 authorizes the execution of an agreement between Layton City and Merrill Sheriff Construction Inc. (MSCI) for the Welker Trailhead Improvements, Parks Project 22-02, located at 2700 North 2125 East. The project includes the installation of a CXT restroom facility, drinking fountain, parking lot expansion, concrete pathways, benches, bike rack, bike repair stand, and landscaping improvements.

On June 7, 2023, two bids were received, with MSCI submitting the lowest responsive, responsible bid in the amount of \$369,546.50.

**Alternatives:**

Alternatives are to: 1) Adopt Resolution 23-34 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Welker Trailhead Improvements, Parks Project 22-02; 2) Adopt Resolution 23-34 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 23-34 and remand to Staff with directions.

**Recommendation:**

Staff recommends the Council adopt Resolution 23-34 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Welker Trailhead Improvements, Parks Project 22-02.

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 3.

**Subject:**

Accept Bid Award – Merrill Sheriff Construction Inc. for Andy Adams Park Improvements, Parks Project 22-04 – Resolution 23-35 – 1713 East 1000 North

**Background:**

Resolution 23-35 authorizes the execution of an agreement between Layton City and Merrill Sheriff Construction Inc. (MSCI) for the Andy Adams Park Improvements, Parks Project 22-04, located at 1713 East 1000 North. The project includes the demolition of an existing pavilion in preparation for the installation of a new pavilion, Musco lighting at the existing tennis/pickleball courts, concrete pathways and staircase, irrigation, and landscape improvements; and the relocation of an existing drinking fountain.

On May 31, 2023, two bids were received, with MSCI submitting the lowest responsive, responsible bid in the amount of \$303,737.10.

**Alternatives:**

Alternatives are to: 1) Adopt Resolution 23-35 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Andy Adams Park Improvements, Parks Project 22-04; 2) Adopt Resolution 23-35 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 23-35 and remand to Staff with directions

**Recommendation:**

Staff recommends the Council adopt Resolution 23-35 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Andy Adams Park Improvements, Parks Project 22-04.

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 4.

**Subject:**

Accept Bid Award – Merrill Sheriff Construction Inc. for Commons Park Improvements, Parks Project 22-05 – Resolution 23-36 – 437 North Wasatch Drive

**Background:**

Resolution 23-36 authorizes the execution of an agreement between Layton City and Merrill Sheriff Construction Inc. (MSCI) for the Commons Park Improvements, Parks Project 22-05, located at 437 North Wasatch Drive. The project includes the installation of a new pavilion, restroom facility, parking lot, concrete pathways, irrigation, and landscape improvements; and the relocation of an existing drinking fountain and street light poles.

On June 7, 2023, two bids were received, with MSCI submitting the lowest responsive, responsible bid in the amount of \$1,196,866.94.

**Alternatives:**

Alternatives are to: 1) Adopt Resolution 23-36 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Commons Park Improvements, Parks Project 22-05; 2) Adopt Resolution 23-36 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 23-36 and remand to Staff with directions.

**Recommendation:**

Staff recommends the Council adopt Resolution 23-36 authorizing the City Manager to conduct negotiations and execute the Agreement between Layton City and MSCI for construction of the Commons Park Improvements, Parks Project 22-05.

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 5.

**Subject:**

Temporary Construction Easement Agreement between Layton City and Winkel Rock, LLC – Resolution 23-37

**Background:**

The Layton City Parks, Recreation, Trails, Open Space, and Cultural Facilities Master Plan includes the Kay's Creek Trail, a proposed trail, that is intended to connect the northeast to southwest corners of the City.

A portion of the Kay's Creek Trail is included in the Winkel Rock, LLC's proposed development, Layton Station Apartments, located at 189 South Main Street. The section of trail travels along the northern property boundary of their proposed development from Main Street to just short of Gentile Street. A small section of the trail's proposed alignment, located outside the boundaries of their proposed development which is desired to connect the trail to Gentile Street, is located on Utah Department of Transportation's (UDOT) right-of-way. UDOT is willing to allow the trail to travel through their right-of-way to connect to Gentile Street.

Resolution 23-37 is to authorize the execution of a temporary construction easement agreement between Layton City and Winkel Rock, LLC for permitting access through their development (located at 189 South Main Street) to construct a future section of the Kay's Creek Trail on the adjacent UDOT right-of-way. Specifically, the intended easement property would be used by the City for the sole purpose of ingress and egress to the UDOT property to perform its intended surface activities thereon including temporary staging and construction of the future trail connection. Any potential damages while traversing through the property would be repaired as part of the construction of the trail connection. The timing of constructing the trail connection would be when the City has prioritized and secured sufficient funds.

**Alternatives:**

Alternatives are to: 1) Adopt Resolution 23-37 authorizing the Mayor to execute the temporary construction easement between Layton City and Winkel Rock, LLC for permitting access through their development (located at 189 South Main Street) to construct a future section of the Kay's Creek Trail on the adjacent UDOT right-of-way; 2) Adopt Resolution 23-37 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 23-37 and remand to Staff with directions.

**Recommendation:**

Staff recommends the Council adopt Resolution 23-37 authorizing the Mayor to execute the temporary construction easement between Layton City and Winkel Rock, LLC for permitting access through their development (located at 189 South Main Street) to construct a future section of the Kay's Creek Trail on the adjacent UDOT right-of-way.

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 6.

**Subject:**

Collection of Delinquent Water Fees – Ordinance 23-16

**Background:**

City Ordinance allows for the tenant of a property within Layton City to apply for water services. If a tenant applies for service the owner of the property is required to sign a document known as an Owner's Continuous Financial Guarantee. There has been significant growth in the number of single family residences occupied by a tenant, instead of being owner occupied, currently there are 1,489. Processing applications and interacting with tenants has put a strain on City resources. This ordinance eliminates the option for a tenant to sign up for any utility services provided by the City. All new applications for water services, with the exception of contractor accounts, will be in the name of the owner of the property and billing will be directed to the owner of the property

**Alternatives:**

Alternatives are to: 1) Adopt Ordinance 23-16 amending section 13.08.020, Application for Services as proposed; 2) Adopt Ordinance 23-16 with modifications; or 3) Not adopt Ordinance 23-16 and remand to Staff with directions.

**Recommendation:**

Staff recommends adoption of Ordinance 23-16, amending section 13.08.020, Application for Services

**LAYTON CITY COUNCIL WORK MEETING  
AGENDA ITEM COVER SHEET**

**Item Number:** 7.

**Subject:**  
Mayor's Report

**Background:**  
N/A

**Alternatives:**  
N/A

**Recommendation:**  
N/A

**ADDITIONAL**

**PACKET**

**ATTACHMENTS**



## 5B – 5D. Accept Bid Awards:

Welker Trailhead Improvements, Resolution 23-34  
Andy Adams Park Improvements, Resolution 23-35  
Commons Park Improvements, Resolution 23-36

July 6, 2023

# PARKS DIVISION – BID AWARDS

- **Welker Trailhead Improvements**

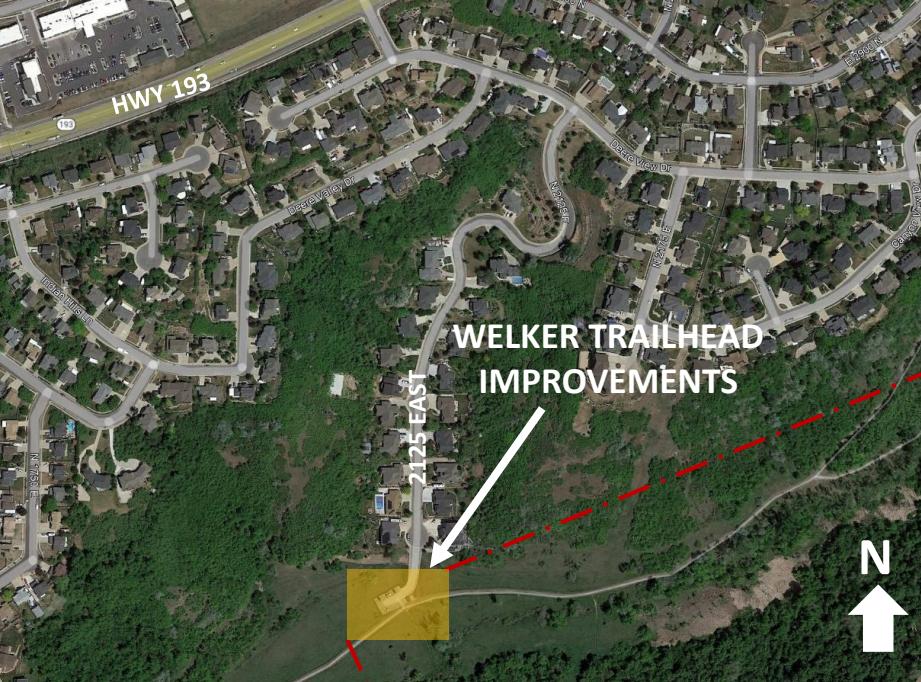
- Restroom placement, drinking fountain, parking lot expansion, concrete pathways, benches, bike rack, bike repair stand, and landscaping improvements
- Merrill Sheriff Construction Inc. (MSCI) \$369,546.50

- **Andy Adams Park Improvements**

- Demolition, pavilion installation, court lighting, concrete pavement, landscaping, and irrigation
- Merrill Sheriff Construction Inc. (MSCI) \$303,737.10

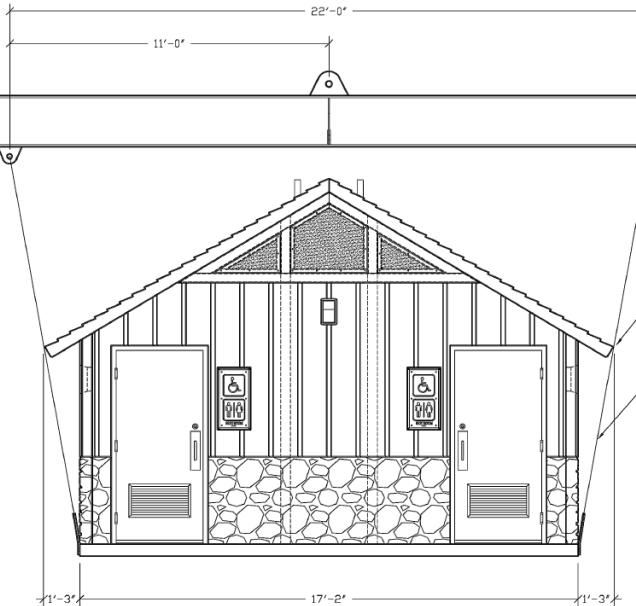
- **Commons Park Improvements**

- Inside Constitution Circle
- Pavilion installation, restroom facility, parking lot, concrete pavement, irrigation, and landscape improvements
- Merrill Sheriff Construction Inc. (MSCI) \$1,196,866.94



# WELKER TRAILHEAD IMPROVEMENTS

2700 North 2125 East

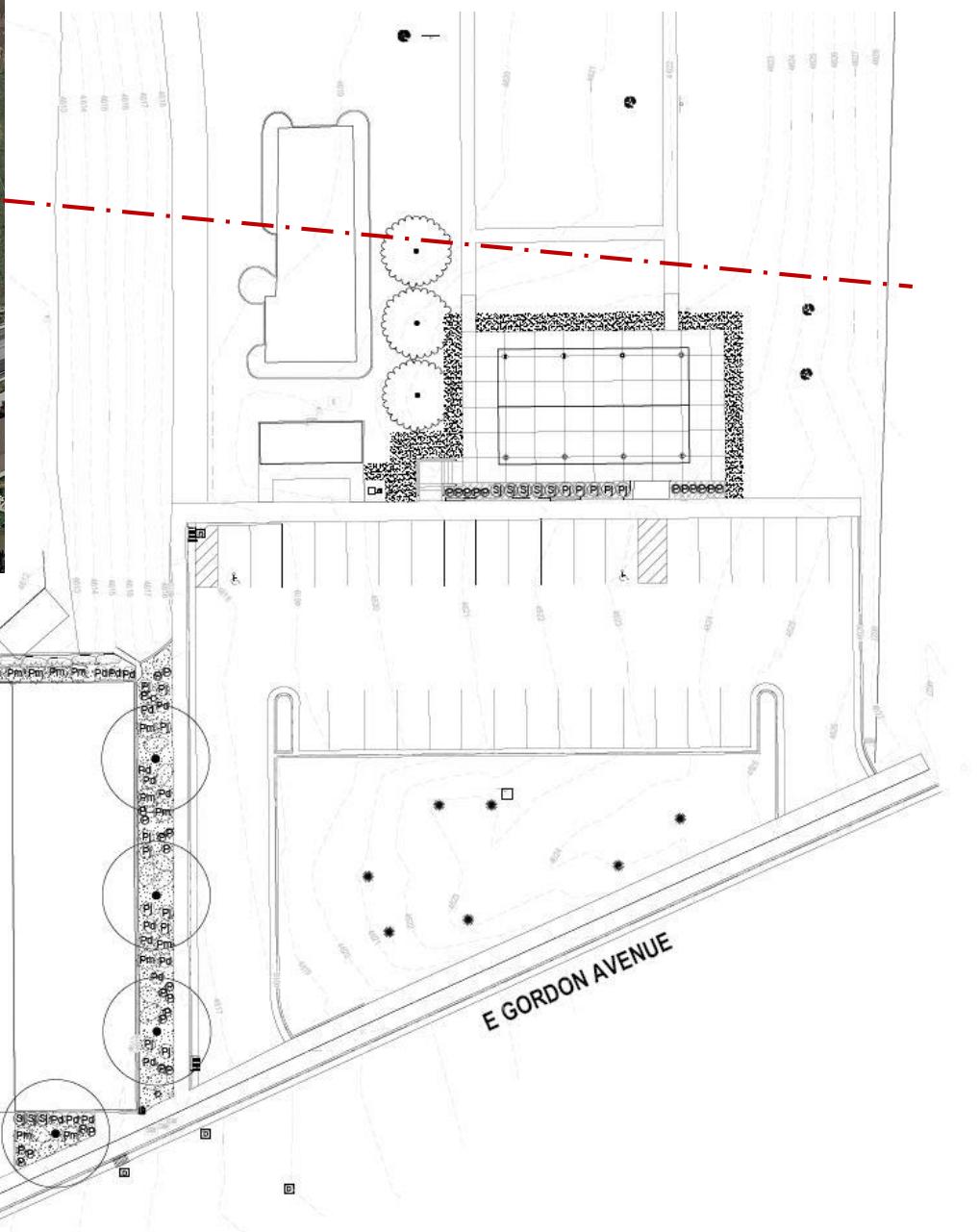


FRONT ELEVATION



## Welker Trailhead Improvements Parks Project 22-02

	MSCI	WWC
<b>GRAND TOTAL</b>	<b>\$369,546.50</b>	<b>\$591,018.67</b>
Welker Trailhead Improvements Funds Remaining Available 2022/2023 PROP 1 FUNDS	\$312,742.77	\$313,378.48
<b>BALANCE</b>	-\$56,803.73	-\$277,640.19
<b>AVAILABLE FUNDS TO CLOSE THE GAP:</b>		
Surplus Ellison Park Sidewalk Improvements (Sidewalk Grinding)	\$4,577	
Surplus Ellison Park North Sidewalk Improvements	\$7,216	
Surplus Gordon Landscaping Improvements	\$31,830	
Surplus Grey Hawk Parking Lot & Trail	\$19,047	
<b>TOTAL</b>	<b>\$62,670</b>	



## **ANDY ADAMS PARK IMPROVEMENTS**

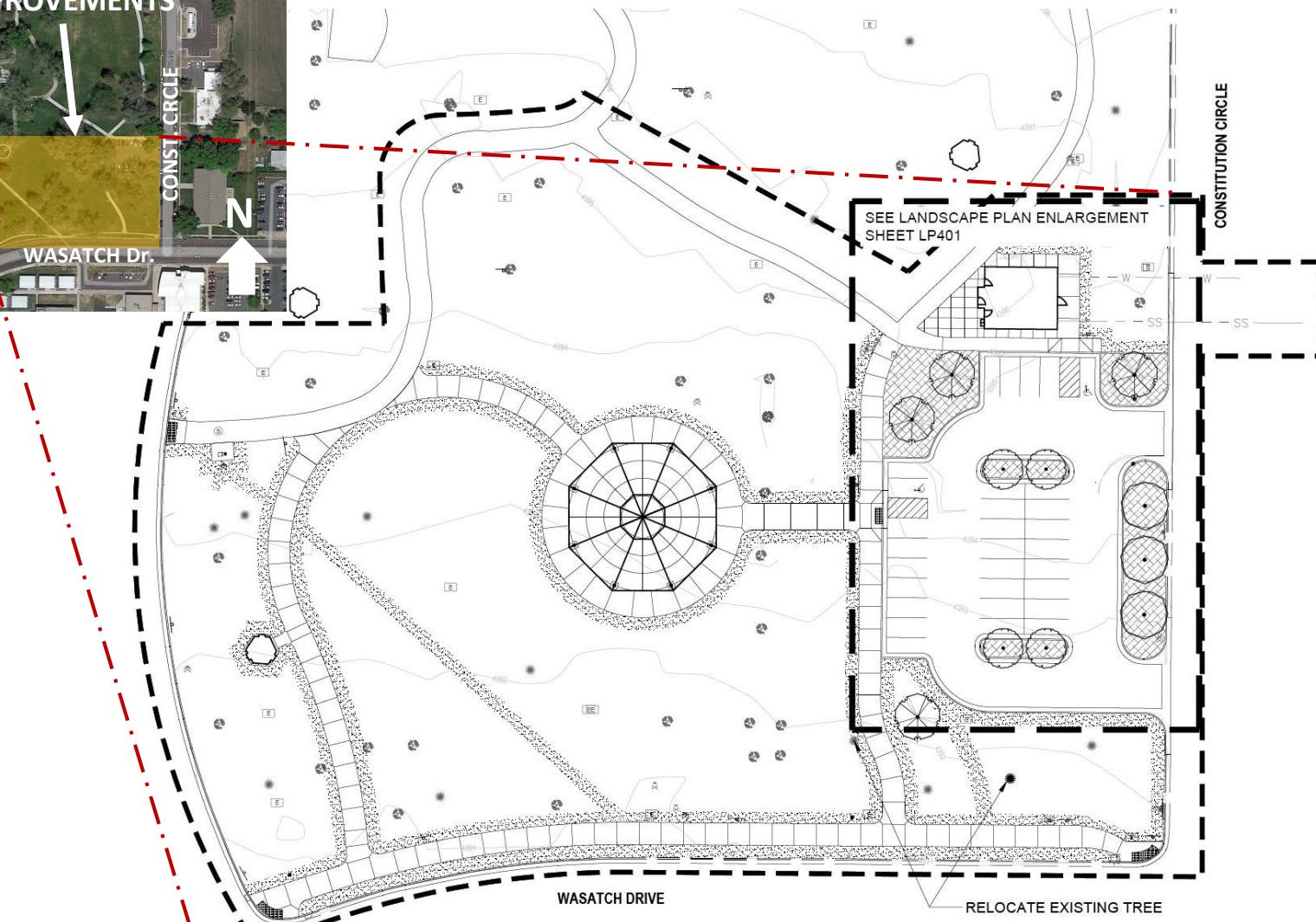
1713 East 1000 North



## Andy Adams Park Improvements

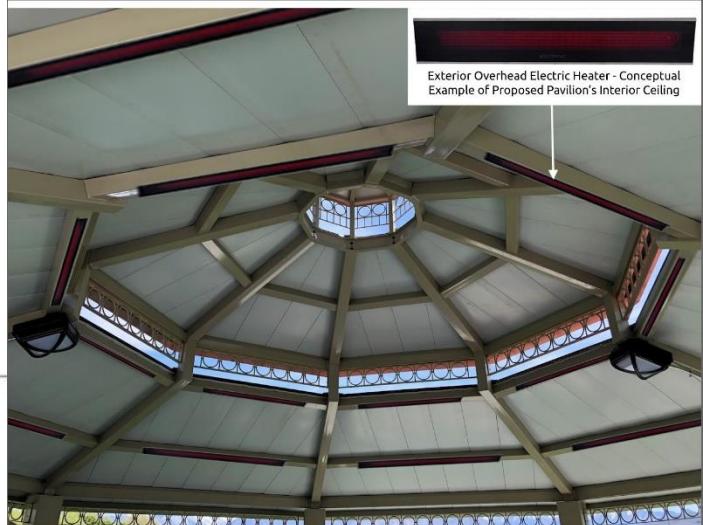
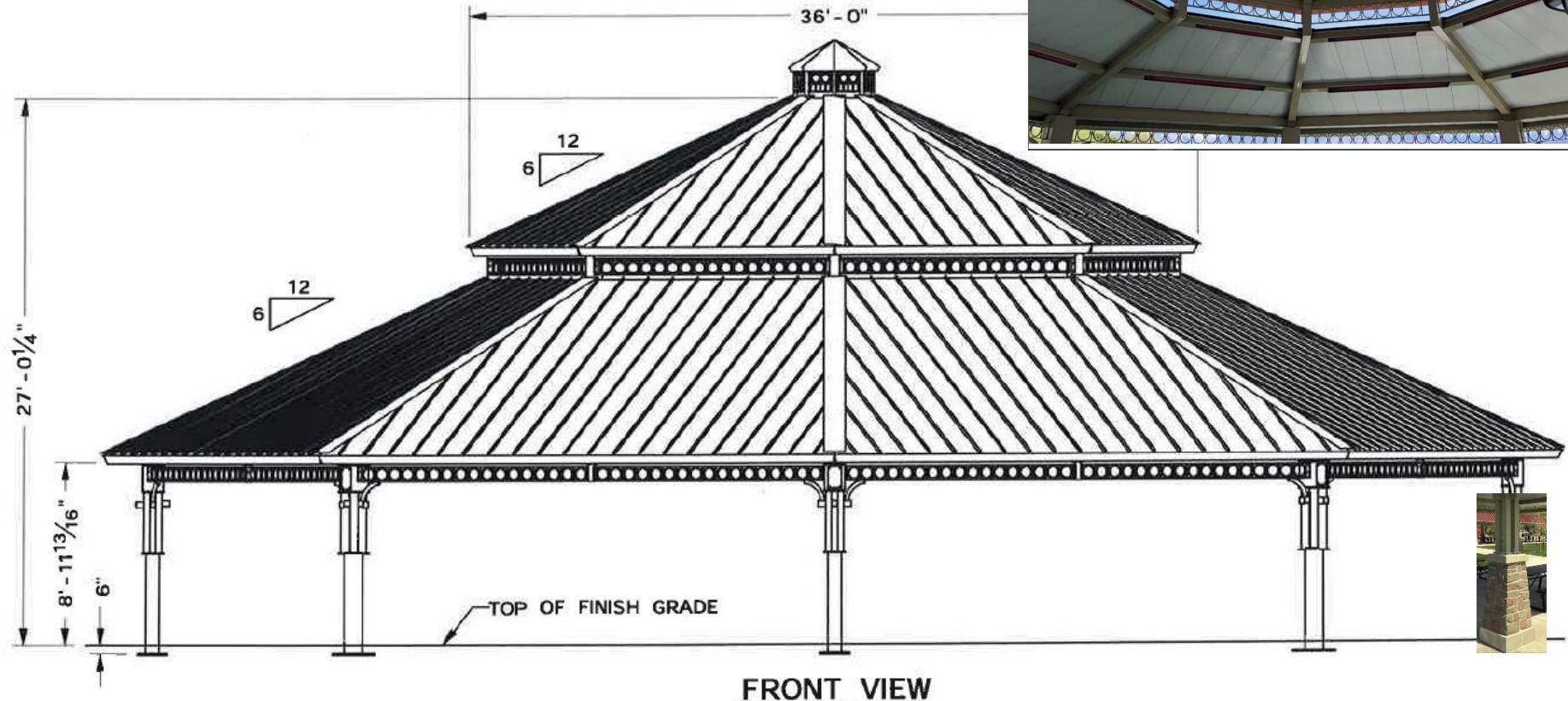
### Project 22-04

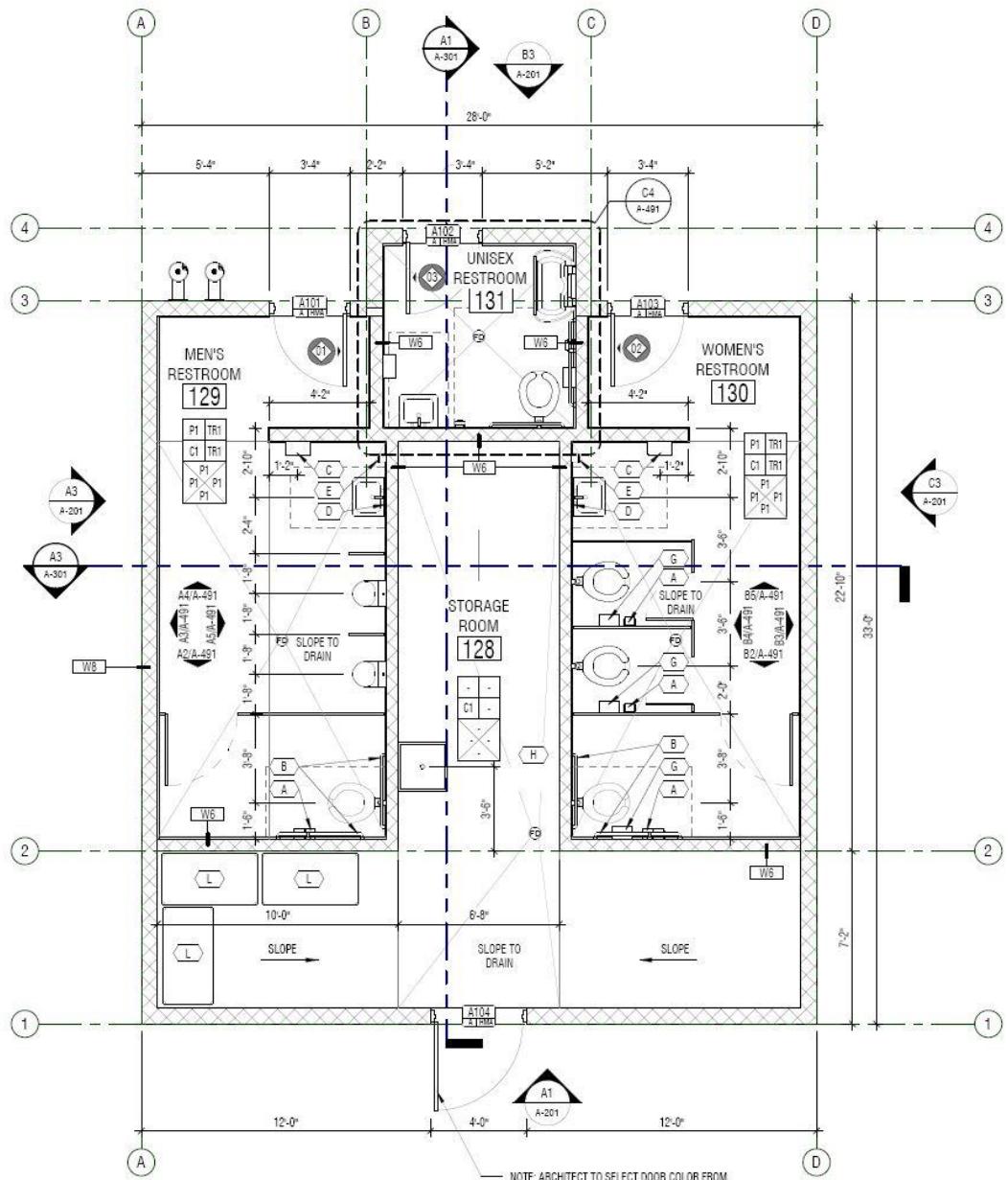
	MSCI	WWC
<b>GRAND TOTAL</b>	<b>\$303,737.10</b>	<b>\$448,105.46</b>
Andy Adams Park Pavilion RAMP Funds Remaining Available	\$130,050.00	\$130,050.00
Andy Adams Park Lighting RAMP Funds Remaining Available	\$88,457.00	\$88,457.00
2022/2023 RAMP FUNDS		
<b>BALANCE</b>	-\$85,230.10	-\$229,598.46
<b>AVAILABLE FUNDS TO CLOSE THE GAP:</b>		
Commons Park Pedestrian Lighting Project (2023/2024 RAMP: \$306,268.60)	\$50,000	
Chapel Park Improvements Surplus	\$40,579	
<b>TOTAL</b>	<b>\$90,579</b>	



# **COMMONS PARK IMPROVEMENTS**

437 North Wasatch Drive





A3

## FLOOR PLAN

1/4" = 1'-0"

#### DIMENSION, ANNOTATION, FINISHES

## Commons Park Improvements

### Project 22-05

		MSCI	WWC
	<b>GRAND TOTAL</b>	<b>\$1,196,866.94</b>	<b>\$1,740,581.47</b>
	<b>Commons Park Improvements Funds Remaining Available</b> <i>(2022/2023 RAMP FUNDS)</i>	\$1,010,584.00	\$1,010,584.00
	<b>BALANCE</b>	-\$186,282.94	-\$729,997.47
<b>AVAILABLE FUNDS TO CLOSE THE GAP:</b>			
Commons Park Pedestrian Lighting Project (2023/2024 RAMP: \$306,268.60)		\$256,269	
	<b>TOTAL</b>	<b>\$256,269</b>	



Community • Prosperity • Choice

# Layton Station Apartments:

## 5E. Temporary Construction Easement Agreement, Resolution 23-37

July 6, 2023

# Layton Station Apartments

- Resolution 23-37 – Temporary Construction Easement Agreement
  - Allows for permitting access through Winkel Rock, LLC proposed development (Layton Station Apartments, located at 189 South Main Street) to construct a future section of the Kay's Creek Trail on the adjacent UDOT right-of-way.
  - For ingress and egress to the UDOT property to perform its intended surface activities thereon including temporary staging and construction of the future trail connection.
  - Any potential damages while traversing through the property would be repaired as part of the construction of the trail connection.
  - The timing of constructing the trail connection would be when the City has prioritized and secured sufficient funds.





GENTILE STREET (SR-109)

