

**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 20, 2023**.

AGENDA ITEMS:

1. Councilmember Report
2. Discussion – Utah League of Cities and Towns
3. Enactment – Layton Municipal Code Title 13, Section 13.17, Chapter 13.17.010 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited – Ordinance 23-17
4. Accept a Proposal for an Agreement between Layton City and Galloway for Architecture and Engineering Services for a new 9-1-1 Emergency Communications Center, Records Facility, and Emergency Operations Center – Resolution 23-38 – 445 North Wasatch Drive
5. Proposed Amendments to Layton City Municipal Code, Title 19 Zoning, Chapter 19.01 General Provisions; Chapter 19.02 Definitions; Chapter 19.13 Development Plan Requirements for New Construction of a Single or Two-Family Dwelling in Layton City; Chapter 19.16 Landscaping and Fencing, Fencing and Clear View; to Incorporate Water-Wise Standards for New Detached Single-Family Dwellings – Ordinance 23-10
6. Mayor's Report

ADJOURN:

Notice is hereby given that:

- This meeting will also be live streamed via laytoncitylive.com and 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 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:

Discussion – Utah League of Cities and Towns

Background:

Cameron Diehl, Executive Director of Utah League of Cities and Towns will pursue Legislative priorities of the City and review past Legislative decisions with the Mayor, Council, and Staff.

Alternatives:

N/A

Recommendation:

N/A

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

Item Number: 3.

Subject:

Enactment – Layton Municipal Code Title 13, Section 13.17, Chapter 13.17.010 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited – Ordinance 23-17

Background:

The City's conveyance of surface water drainage is intended to be directed to the storm drain conveyance system. The City's land drain system is designed to convey underground water without flows from surface water sources. Connections from surface water drainage to the land drain systems can cause negative impacts to the land drain system and impact the health, safety and welfare of the users of the land drain system. In order to prevent negative impacts to the system, it is necessary to prohibit certain connections to the land drain system.

Alternatives:

Alternatives are to: 1) Adopt Ordinance 23-17 enacting Layton Municipal Code Title 13, Section 13.17, Chapter 13.17.010 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited; 2) Adopt Ordinance 23-17 with any additional amendments the Council deems appropriate; or 3) Not adopt Ordinance 23-17 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Ordinance 23-17 enacting Layton Municipal Code Title 13, Section 13.17, Chapter 13.17.010 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited.

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

Item Number: 4.

Subject:

Accept a Proposal for an Agreement between Layton City and Galloway for Architecture and Engineering Services for a new 9-1-1 Emergency Communications Center, Records Facility, and Emergency Operations Center – Resolution 23-38 – 445 North Wasatch Drive

Background:

The City has had ongoing discussions with other Davis County and City Administrators, Police Chiefs, and Fire Chiefs since early 2021 about the countywide provision of dispatch services. It was determined that the best system design was two dispatch centers, one in Bountiful, and one serving the North end of the County. Upon further discussion in the ensuing months, Layton was selected as the agency to provide dispatch services for the agencies located in the northern part of the county. To accommodate this need, plans were developed for a new building to be the public-facing facility of the Police Department. While providing for a larger 9-1-1 center capable of serving additional agencies, the new building also includes a lobby, interview rooms, a larger records division, a larger, dual-purpose EOC/training room, and evidence storage capable of meeting the City's needs for many years to come.

Galloway previously contracted with the City to provide a needs analysis, site-fit analysis, and detailed cost estimate.

A Request for Proposal (RFP) was issued 5 June 2023 with responses required by 26 June 2023 for architecture and engineering services for the new building. Included in the RFP was a scope of work including schematic and design development, contract document preparation, and construction phase services including oversight of a Construction Manager / General Contractor (CM/GC) delivery method.

The RFP was advertised on the City's website, the Utah Public Notice website, and Utah's "U3P" public procurement website. Several companies attended the mandatory question and answer meeting, but only one, Galloway, responded to the RFP.

The proposal was evaluated by five City employees using a predetermined, weighted scoring criteria. The technical proposal was evaluated in five categories with the following point values: Introduction (5), Project Team and Organization (25), Consultant's Experience on Similar Projects (40), and Scope of Work and Schedule (30). A separate, sealed fee proposal was evaluated at 10 points. The average total score of the evaluators was 105.2 out of a possible 110 points. Galloway's proposed fee for all services included in the proposal is \$891,575.

Alternatives:

Alternatives are to: 1) Adopt Resolution 23-38 authorizing the City Manager to conduct negotiations and execute an agreement between Layton City and Galloway for architecture and engineering services of the new building; 2) Adopt Resolution 23-38 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 23-38 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 23-38 authorizing the City Manager to conduct negotiations and execute an agreement between Layton City and Galloway for architecture and engineering services for the new 9-1-1 Emergency Communications Center, Records Facility, and Emergency Operations Center.

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

Item Number: 5.

Subject:

Proposed Amendments to Layton City Municipal Code, Title 19 Zoning, Chapter 19.01 General Provisions; Chapter 19.02 Definitions; Chapter 19.13 Development Plan Requirements for New Construction of a Single or Two-Family Dwelling in Layton City; Chapter 19.16 Landscaping and Fencing, Fencing and Clear View; to Incorporate Water-Wise Standards for New Detached Single-Family Dwellings – Ordinance 23-10

Background:

During the 2023 Utah legislative session, the State allocated money for water districts to manage a landscape exchange program, which is identified as the Utah Water Savers rebate. Weber Basin Water Conservancy District (WBWCD) recently began the Landscape Exchange program, which provides a rebate for replacing turf grass with water-wise landscaping within the front and side yard areas of single-family residential properties. In order for Layton City residents to qualify for the rebate, the City's landscape ordinance would need to be modified to meet the criteria determined by the WBWCD. The proposed ordinance changes would limit the amount of turf grass in front and side yards to a maximum of 35 percent and not permit turf grass within park strips and areas less than eight feet in width for newly constructed detached single-family dwellings.

City Council Review:

During the June 1, 2023 City Council meeting, the Council expressed concerns regarding the long-term effects of adopting an ordinance to qualify for a short-term rebate. The Council voted to table this item until the July 20, 2023 meeting to allow Staff to continue their conversations with WBWCD and determine if there was an opportunity for an alternative water-wise standard to be adopted which would allow Layton City to qualify for the Utah Water Savers rebate.

On June 27, 2023, Staff met with WBWCD and presented a comprehensive review of the existing water-wise standards adopted by Layton City for Planned Residential Unit Developments (PRUD's), commercial, and industrial properties. These existing standards exceed the minimum requirements outlined by the State or WBWCD. WBWCD expressed appreciation for the exceptional water conservation efforts of Layton City. However, Utah Administrative Code Title R653-11-6 states that municipalities are not eligible for a financial incentive for replacing turf with water-wise landscaping unless the municipality has adopted water-wise standards compliant with State requirements. The two State requirements that are currently not regulated by City's Municipal Code are:

1. not permitting turf in areas less than 8' in width in standard single-family subdivisions;
2. limiting turf to 35% for areas of the front and side yard for a new residential development;

Due to these standards adopted by the state outlining the minimum requirements to qualify for the Utah Water Savers rebate, WBWCD does not have the authority to approve any alternatives.

Planning Commission Review:

On May 9, 2023, the Planning Commission voted 3-2 to forward a positive recommendation to the City Council to adopt the proposed amendments to the Layton City Municipal Code related to water-wise landscaping for new detached single-family dwellings as contained in Ordinance 23-10.

Alternatives:

Alternatives are to: 1) Adopt Ordinance 23-10, amending Title 19 Zoning, Chapter 19.01 General Provisions; Chapter 19.02 Definitions; Chapter 19.13 Development Plan Requirements for New Construction of a Single or Two-Family Dwelling in Layton City; and Chapter 19.16 Landscaping and Fencing, Fencing and Clear View; 2) Adopt Ordinance 23-10 with modifications; 3) Not adopt Ordinance 23-10 and deny the proposed

amendments.

Recommendation:

If the Council supports the amendments contained in Ordinance 23-10 from a policy perspective, Staff recommends that the Council adopt the proposed amendment. However, because of the potential impacts to future homeowners, Staff does not recommend a change to the ordinance simply to qualify for the current rebate program.

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

Item Number: 6.

Subject:
Mayor's Report

Background:
N/A

Alternatives:
N/A

Recommendation:
N/A

ADDITIONAL

PACKET

ATTACHMENTS

Layton City
ORDINANCE 23-17

ORDINANCE ENACTING TITLE 13, SECTION 13.17, CHAPTER 13.17.010

**AN ORDINANCE ENACTING TITLE 13, SECTION 13.17, CHAPTER 13.17.010,
DISCHARGE OF SURFACE WATER AND DOWN SPOUTS INTO LAND DRAIN
OR ADJACENT PROPERTY PROHIBITED**

WHEREAS, conveyance of surface water drainage is intended to be directed to the storm drain conveyance system; and

WHEREAS, the City's land drain system is designed to convey underground water without flows from surface water sources; and

WHEREAS, connections from surface water drainage to the land drain system can cause negative impacts to the land drain system and impact the health, safety, and welfare of the users of the land drain system; and

WHEREAS, to prevent negative impacts to the system, it is necessary to prohibit certain connections to the land drain system; and

WHEREAS, the City Council has determined that it is in the best interest of the City, as well as the health, safety and welfare of its citizens, to adopt Ordinance 23-17 enacting Title 13, Section 13.17, Chapter 13.17.010, Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited.

NOW THEREFORE, be it ordained by the City Council of Layton City, UT as follows:

SECTION 1: Repealer. If any provisions of the municipal code previously adopted are inconsistent herewith they are hereby repealed.

SECTION 2: Enactment. "13.17 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited" is hereby enacted as follows:

Chapter 13.17 "Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited" has been added.

SECTION 3: Enactment. "13.17.010 Discharge of Surface Water and Down Spouts into Land Drain or Adjacent Property Prohibited" is hereby enacted as follows:

1. No person shall connect, cause to connect, or maintain the connection of the down spouts or other similar mechanism designed to drain storm water from a roof, yard drain systems, French drains, swales, and other surface water conveyance systems, into the land drain system.

2. No person shall discharge, cause to discharge, or maintain the discharge of concentrated storm water via downspouts, swales, piping or other conveyance onto another's property, down a hillside, or any other unauthorized discharge into ditches or streams.

3. Any property owner, or person having control over real property shall design surface water drainage controls in a manner that diverts drainage along common property lines, i.e. side and rear property lines and within public utility and drainage easements to the nearest storm drain conveyance system.

Any violation of this section is a class B misdemeanor.

SECTION 4: Severability. If any section, subsection, sentence, clause, or phrase of this amendment is declared invalid or unconstitutional by a court of competent jurisdiction, said portion shall be severed and such declaration shall not affect the validity of the remainder of this amendment.

SECTION 5: Effective Date. This ordinance being necessary for the peace, health, and safety of the City, shall go into effect at the expiration of the 20th day after publication or posting or the 30th day after final passage as noted below or whichever of said days is the more remote from the date of passage thereof.

****Signatures On Next Page****

PASSED AND ADOPTED by Layton City Council this _____.

JOY PETRO, Mayor
Layton City

Attest:

KIMBERLY S READ, City Recorder
Layton City



GARY CRANE, City Attorney
Layton City



PAUL APPLONIE, Assistant Public Works Director
Layton City

City Council Vote as Recorded:	AYE	NAY	ABSTAIN	ABSENT
Zach Bloxham	_____	_____	_____	_____
Clint Morris	_____	_____	_____	_____
Tyson Roberts	_____	_____	_____	_____
Bettina Smith Edmondson	_____	_____	_____	_____
Dave Thomas	_____	_____	_____	_____

RECORDED this _____.
PUBLISHED OR POSTED this _____.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

In accordance with Utah Code Annotated §10-3-713, 1953 as amended, I, the City Recorder of Layton City, hereby certifies that the foregoing Amendment was duly passed and published or posted at:

- 1. Layton City Center
- 2. Surf 'n Swim Bulletin Board
- 3. Davis County Library - Layton Branch

on the above referenced dates.

KIMBERLY S READ, City Recorder
Layton City

LAYTON CITY

911 Emergency Communications Center, Emergency Operations Center, & Records Facility

Request for Fee Proposal

June 26, 2023



Galloway

577 S 200 E
Salt Lake City, UT 84111
801.533.2100
GallowayUS.com

June 26, 2023

Layton City Police Department
Karl Kuehn, Communications Manager
429 N Wasatch Drive
Layton, UT 84041

RE: Request for Fee Proposal: Layton City 911 Emergency Communications Center, Emergency Operations Center, & Records Facility

Dear Mr. Kuehn,

Emergency communication management plays a critical role in the well-being and safety of our communities. Galloway & Company, Inc. (Galloway) assisted Layton City with the emergency operations centers needs assessment and looks forward to bringing the insights gained from this experience to the City's project. For more than 40 years, our team has supported the vision of our communities and listened carefully to their needs.

Galloway's fee proposal is based on the project budget as indicated within the RFP. The fee summary (Exhibit A) further identifies major and minor tasks to assist Layton City with cash flow and budgeting projections. This breakdown will also serve as Galloway's basis for billing procedures and financial tracking.

PROFESSIONAL SERVICES

Galloway has thoroughly reviewed the scope of work anticipated by Layton City and presents the following services:

- Architectural services, including predesign, comprehensive design, and construction administration
- Topographical and utility survey(s) and geotechnical investigation(s)
- Civil engineering and design services
- Landscape and irrigation design services
- Engineering services, including structural, mechanical and plumbing, and electrical engineering
- Audio/visual system design
- Cost estimating services
- Interior design, including fixture, furnishings, and equipment design and vendor coordination
- Assistance with CM/GC selection
- Comprehensive team leadership, coordination, and project management
- Attend one planning commission meeting and two city council meetings

Galloway approaches each project with a team-based mindset, regardless of whether we provide one or all disciplines, so our insights better inform all project stakeholders of potential project challenges and opportunities. Our team believes that each project is an opportunity to exceed expectations through a combination of experienced designers and engineers, skilled communication, and practical solutions.

Please do not hesitate to contact me if you need clarification on our proposal or would like further information.

Best regards,

GALLOWAY



Jim Child, AIA, NCARB, LEED AP

REGIONAL ARCHITECTURAL TEAM MANAGER | PRINCIPAL
JimChild@GallowayUS.com | 801.533.2100

EXHIBIT A: FEE PROPOSAL

Budget Characteristics:

	Comprehensive Project Budget		\$	14,100,000
	Projected Construction Budget Less A/E Fee		\$	13,208,520
	Estimated Building Area (in Square Feet)		\$	31,200
	Projected Building Cost Per Square Foot		\$	423
Task 1	Conceptual design phase services	16.00%	\$	142,652
Task 1.1	Conceptual Design Review	10.00%	\$	89,158
Task 1.2	Coordination of Meetings	1.00%	\$	8,916
Task 1.3	Collect and Review Existing Information	2.00%	\$	17,832
Task 1.4	Site and Utilities Investigation	3.00%	\$	26,747
Task 2	Design development phase services	20.00%	\$	178,315
Task 2.1	Design Drawings	18.00%	\$	160,484
Task 2.2	Construction Cost Estimate	2.00%	\$	17,832
Task 3	Contract Documents	42.00%	\$	374,462
Task 3.1	Contract Documents	38.00%	\$	338,799
Task 3.2	Construction Cost Estimate	2.00%	\$	17,832
Task 3.3	Permits	2.00%	\$	17,832
Task 4	Construction Period Services	22.00%	\$	196,147
	Total Proposed Architectural/Engineering Fee	100.00%	\$	891,575

EXHIBIT B: HOURLY RATES AND REIMBURSABLE EXPENDITURES

Architectural:

- Principal	\$180
- Sr. Project Manager	\$175
- Project Manager	\$165
- Project Architect	\$160
- Architectural Designer	\$140
- Interior Designer	\$135
- Job Captain	\$130
- Project Coordinator	\$85

Civil Engineering:

- Project Manager	\$175
- Project Engineer	\$160
- Design Engineer	\$145

Landscape Architecture:

- Project Manager	\$160
- Landscape Architect	\$145
- Landscape Designer	\$140

Surveying

- Survey Project Manager	\$140 - \$175
- Project Surveyor	\$115 - \$145
- Survey Party Chief – Office	\$125
- Senior Survey Party Chief – Office (PLS)	\$155
- Instrument Operator – Office	\$90
- 1-Person Field Crew	\$140
- 2-Person Field Crew	\$210
- CADD Technician	\$120

Geotechnical

- Administrative Associate	\$80
- Professional	\$100
- Staff Professional I	\$105
- Staff Professional II	\$120
- Project Professional	\$140
- Senior Professional	\$175
- Principal Professional	\$215
- Sr. Principal Professional	\$245
- Project Manager III	\$215

Structural

- Principal	\$210
- Associate/ Senior Engineer	\$190
- Project Manager/ Job Captain	\$165
- Project Engineer	\$140
- Designer	\$140

- Drafter \$125
- Clerical \$110

Mechanical

- Principal \$215
- Associate Engineer \$175
- Project Engineer/ Project Manager \$160
- Designer \$130
- CADD Professional \$125

Electrical

- Principal \$240
- Project Manager \$172
- Engineer \$150
- Electrical Designer \$125
- BIM Modeler \$105
- Clerical \$95

Audio/Visual

- Principal \$250
- Audio & Video Engineer \$200
- Senior Associate \$200
- Security Designer \$200
- Designer \$125
- Clerical \$100

Cost Estimating

- Principal \$185
- Estimator \$140
- Clerical \$85

Reimbursement

- Mileage Current IRS rate
- Printing Services – 24x36 \$0.80 per sheet
- Printing services – 30x42 \$1.00 per sheet