



All agenda items
in this packet are
preliminary, until
approved by the
Layton City
Council.

**REGULAR 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 Chambers of the City Center Building, 437 North Wasatch Drive, Layton, Utah, commencing at **7:00 PM on May 2, 2024.**

AGENDA ITEMS:

1. CALL TO ORDER, PLEDGE, OPENING CEREMONY, RECOGNITION, APPROVAL OF MINUTES:

- A. Minutes of Layton City Council Work Meeting - February 15, 2024
- B. Minutes of Layton City Council Work Meeting - March 7, 2024
- C. Minutes of Layton City Council Meeting - March 21, 2024

2. MUNICIPAL EVENT ANNOUNCEMENTS:

3. VERBAL PETITIONS AND PRESENTATIONS:

4. CITIZEN COMMENTS:

5. CONSENT ITEMS: (These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.)

- A. New Development Required to Pay for Project Improvements Installed by the City – Layton Parkway/2700 West Construction, Project 20-59 – Resolution 24-14
- B. Adoption of the 2023 Layton City - Municipal Wastewater Planning Program Annual Report – Resolution 24-18
- C. Proposal Bid Award – Transportation Master Plan Update – Wall Consultant Group – Resolution 24-19
- D. Amend Title 9, Chapter 60, Section 020, Discharging Firearms – Ordinance 24-11

6. PUBLIC HEARINGS:

- A. Public Hearing and Adoption of the Tentative Budget for Fiscal Year 2024-2025 - Resolution 24-17
- B. Public Hearing and Adoption of Community Development Block Grant (CDBG) Annual Action Plan for 2024-2025 – Resolution 24-16
- C. Proposed Amendments to Layton City Municipal Code, Title 19 Zoning, Chapter 19.02 Definitions, Chapter 19.06 Land Use Regulations, and Chapter 19.26 Mixed-Use/Transit Oriented Development (MU-TOD) Zoning District to Add Inpatient Medical Facility as a Definition and Land Use – Ordinance 24-10

7. UNFINISHED BUSINESS:

ADJOURN:

Notice is hereby given that:

- A Work Meeting will be held at 5:30 PM to discuss miscellaneous matters.
- 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. 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

This public notice is posted on the Utah Public Notice website www.utah.gov/pmn/, the Layton City website www.laytoncity.org, and at the Layton City Center.

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate in this meeting shall notify the City at least 24 hours in advance at 801-336-3826 or 801-336-3820.

Citizen Comment Guidelines

For the benefit of all who participate in a PUBLIC HEARING or in giving PUBLIC COMMENT during a City Council meeting, we respectfully request that the following procedures be observed so that all concerned individuals may have an opportunity to speak.

Electronic Information: An electronic or hard copy of any electronic information presented to the City Council must be submitted to the City Recorder by the end of the meeting.

Time: If you are giving public input on any item on the agenda, please limit comments to three (3) minutes. If greater time is necessary to discuss the item, the matter may, upon request, be placed on a future City Council agenda for further discussion.

New Information: Please limit comments to new information only to avoid repeating the same information multiple times.

Spokesperson: Please, if you are part of a large group, select a spokesperson for the group.

Courtesy: Please be courteous to those making comments by avoiding applauding or verbal outbursts either in favor of or against what is being said.

Comments: Your comments are important. To give order to the meeting, please direct comments to and through the person conducting the meeting.

Thank you.

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MINUTES OF LAYTON CITY COUNCIL WORK MEETING

FEBRUARY 15, 2024; 5:32 P.M.

MAYOR AND COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

**ALEX JENSEN, CLINT DRAKE, CHAD
WILKINSON, STEPHEN JACKSON, 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

Expressed appreciation to those members of the Council that attended the most recent Board Meeting at Wasatch Integrated Waste Management District. She mentioned there were some differences with the votes and suggested there were options moving forward.

Reported she had also attended the Board Meeting of the North Davis Sewer District last week and explained the Hill Field Road project near Red Lobster was ongoing and described a photo which illustrated the number of pipes and conduits underground. She indicated the District was excited about the state of the art sewer manhole infrastructure to be installed in conjunction with the project.

COUNCILMEMBER REPORT

Councilmember Morris announced the RAMP (Recreation, Arts, Museum, and Parks) Commission met earlier this week and reported it would be reviewing grant applications totaling just under \$2 million dollars. He briefly explained the review process being used by the Commission prior to making any recommendation to the Council. A discussion followed about when the RAMP Tax would next come before the residents to vote on.

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Councilmember Roberts mentioned the Parks and Recreation Commission had met last week and informed the Council it was going through an audit to identify the various types of services provided to the public. He explained the results would help determine how efficient the department was.

He mentioned the Chamber's Legislative Affairs Committee would be meeting for two more weeks. He inquired whether the City had an opinion regarding the Blue Stakes bill. Stephen Jackson, City Engineer, explained his understanding of the bill and identified his concerns. He expressed a desire to see more parameters associated with that bill.

Councilmember Bloxham mentioned the article appearing in the Sale Lake Tribune regarding the negative advertising specific to UTOPIA Fiber. He would forward the article to the Council. He believed it dispelled some of the incorrect information and concerns previously put forth by the media campaign.

Councilmember Smith Edmondson reported a Communities that Care Community Meeting took place on Monday, February 12, 2024, during which information was provided regarding the kick-off. She announced there was a good turnout and indicated work groups had been designated. She added a key meeting was scheduled for Friday, March 8, 2024. She mentioned it would be great if any of the Council could attend. She added the Board Meeting planned for Monday, March 11, would include reviewing results from the SHARP survey data respective to Northridge and Layton High Schools. She added virtual options for attendance to both of those meetings would be available.

She and Councilmember Morris were both attending Legislative Policy Committee Meetings with ULCT (Utah League of Cities and Towns) and expressed appreciation to Staff for their assistance. She specifically mentioned the bills specific to affordable housing. A discussion followed regarding the ombudsman bill and Clint Drake, City Attorney, provided a clarification.

GORDON AVENUE AND HIGHWAY 89 TOWN CENTER UPDATE

Chad Wilkinson, Community and Economic Development Department Director, shared a visual illustration of a concept plan for the proposed town center and reminded the Council of previous open houses and public hearings. He reported Staff had followed-up with every question asked of the City and met with every group of residents which came into the City to clarify or respond to issues expressed and identified during the Planning Commission Meeting. Staff also responded to questions from residents via telephone.

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Mr. Wilkinson emphasized the concept plan was a refinement from the General Plan and the City had the opportunity to determine what the Town Center would consist of and resemble. He pointed out the public amenity space and the surrounding housing. He shared illustration renderings. He reported Staff had been meeting with interested developers for the commercial development aspect, which was different than how town centers were historically developed. He also pointed out the detached single family housing which would be a buffer between the existing housing and the Town Center, which was a result of public comments. He also pointed out the 3-story maximum height within the development, a decrease from the original proposed 4-story unit density, which was also a result of the public comment. He spoke to possible changes from the proposed plan to accommodate the single level grocery store and a gas station.

He mentioned the planning, which had taken place over the years dating back as far as 2014, designating the area for a town center. He also referenced the Layton Forward General Plan process which also included the town center concept that also reflected a significant higher density than what was currently being proposed. He also shared a visual illustration reflecting the results from a Market Study completed by Lewis Robertson & Burningham which identified a gap of services in the eastern portion of the City, which justified the need for a town center. He pointed out the Wasatch Choice Plan, affiliated with Wasatch Front Regional Council, a metropolitan planning organization, had put forth the ideas and benefits of town centers in certain areas. He concluded the town center concept was very important and was excited to have the public participation and input.

He reviewed the questions and concerns expressed during the Planning Commission's Public Hearing on Tuesday, January 30, 2024. He specifically mentioned the request to place the multi-family housing at the outer spaces/pads of the town center and indicated Staff had considered that option; however, the success of town centers was dependent upon visually identifying the services within the town center. He also addressed the proposed street connections which would benefit the adjacent residential roads and future development in the area. He also referred to the Town Center overlay density map and reported the Study reflected the need for that specific number of units. One concern of the public was the potential increase in traffic in relation to vehicle trips specific to townhomes and reported the study concluded the number of proposed townhome units wouldn't negatively impact the area. He believed Staff had implemented good planning principles associated with town centers for the proposed development. He also shared the site line to illustrate the impact associated with the proposed Town Center compared to illustrations of other areas within the City which concluded no interference with the site line.

Mr. Wilkinson continued to address the following concerns of the Council and discussions followed:

- The open space amenity and shared some visual illustrations.

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- Pedestrian crossing for Highway 89. Stephen Jackson, City Engineer, mentioned it was uncommon to add fencing at these types of crossings. Mr. Wilkinson also pointed out the signalized crossing near the location which would contribute to safety.
- Clarified the ground level designation of commercial uses within the development.
- Drive-through businesses would be limited.
- Widths of sidewalks, trees, and signage.
- Size of the grocery store component.

Mr. Wilkinson assured the Council, further approvals would be required on behalf of the Council, which would address specifics during the process at a future time. He announced this General Plan Amendment would come before the Council during its meeting on March 21, 2024.

He identified the acreage of the property and explained the process which concluded with the number of housing units proposed for the development. Mayor Petro mentioned residents had continued to express concern regarding the vehicular speed along Gordon Avenue in this area. Mr. Wilkinson pointed out the signaled intersections which would be implemented in conjunction with the development would address this concern.

CLOSED MEETING 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 UTAH CODE §52-4-205

CLOSED MEETING:

MOTION: Councilmember Roberts moved to adjourn the meeting and convene in a closed meeting at 6:32 p.m. to Discuss Pending or Reasonably Imminent Litigation, and to Discuss the Purchase, Sale, Exchange, or Lease of Real Property. Councilmember Thomas seconded the motion, which passed unanimously.

MOTION: Councilmember Thomas moved to open the meeting at 7:15 p.m. Councilmember Bloxham seconded the motion, which passed unanimously.

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The meeting adjourned at 7:15 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 **15th day of February, 2024**, was to Discuss Pending or Reasonably Imminent Litigation, and; to Discuss the Purchase, Sale, Exchange, or Lease of Real Property.

Dated this 2nd day of May, 2024.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder

D R A F T

MINUTES OF LAYTON CITY COUNCIL WORK MEETING

MARCH 7, 2024; 5:40 P.M.

MAYOR AND COUNCILMEMBERS PRESENT:

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

PARTICIPATING ELECTRONICALLY: TYSON ROBERTS

STAFF PRESENT:

ALEX JENSEN, CLINT DRAKE, CHAD WILKINSON, STEPHEN JACKSON, 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 shared the following:

- She would be forwarding an email from North Davis Sewer District (NDSD) which explained the plan for updating the sewer pipe along Fairfield Road to be completed this fall. She also provided an update regarding its construction along Hill Field Road.
- Wasatch Front Regional Council (WFRC) was in the process of reviewing transportation funding appropriated by the legislature and briefly reviewed some of those projects.
- Davis County Homeless Committee's funding request wasn't approved by the legislature. She mentioned no decisions had yet been made with how the Code Blue situation would be addressed. She reported Davis Behavioral Health 60-unit housing in Kaysville, near the Layton/Kaysville border, had been funded by the legislature.
- The old bank building on the corner of Main Street/Gentile renovation was complete and the Barlow's would be having an Open House on Monday, March 11, 2024.
- The Heritage Museum's new exhibit Open House would be Thursday, March 21, 2024, from 5:00-8:00 PM.

COUNCILMEMBER REPORT

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Councilmember Thomas shared the following updates on behalf of Councilmember Roberts:

- Wear green at Surf'n Swim on Saturday, March 16, 2024, for half-priced admission.
- Family Night at the Library was scheduled for Friday, March 22, 2024. 'Mermaids, Scales, and Pirate Tales' was the theme.
- Easter Egg Dive at Surf'n Swim was scheduled for Saturday, March 23, 2024, from 10:00 AM to 12:00 noon. Registration was required to participate.

Councilmember Thomas provided an update from the Davis Arts Council. He announced Tessa Vaschel, Executive Director, had resigned from her position at the Davis Arts Council. An open house was planned to wish her farewell on Friday, March 15, 2024, from 11:00 AM – 1:00 PM at the Davis Arts Council. He mentioned Kristin Wojciewchowski had been hired as the Senior Director of Development, and expressed his confidence in her abilities.

Mayor Petro reminded the Council it was invited to attend the Davis Arts Council's VIP event at Roosters on Tuesday, March 26, 2024, 6:00 PM, at which time the Summer Nights with the Stars concert performances would be announced.

Councilmember Smith Edmondson announced the Layton Communities that Care (CTC) would be having a Community Board Meeting on Monday, March 11, 2024, at 1:00 PM. She mentioned there was a virtual option available. She mentioned she was excited to attend the Data Workgroup Meeting scheduled for 11:00 AM where the SHARP data specific to Layton City would be shared. She explained this data included information from school students that feed Layton and Northridge High Schools. The data would provide information used to determine needs for future programming.

She also shared her perspective of participating with the legislative session.

Councilmember Morris expressed his opinion ULCT (Utah League of Cities and Towns) did a good job of working on bills this year and spoke specific to the ombudsman and building inspector bill.

He reported the RAMP (Recreation, Arts, Museum, and Parks) Commission would be meeting on Monday, March 11, 2024, to review grant applications. David Price, Parks and Recreation Director, added recommendations would be forwarded to Alex Jensen, City Manager, to be included with the budget process, prior to being forwarded to the City Council.

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PRESENTATION – VICTIMS OF CRIME ACT (VOCA) GRANT

Isabel Limón, Victim Service’s Coordinator, shared the following highlights from the past year with the Council:

- Sub for Santa program assisted four separate families consisting of 12 children. She shared a heart-warming story.
- Housing:
 - assisted 14 individuals for a total of 32 months of rent totaling approximately \$41,750
 - assisted four individuals for 13 nights of emergency hotel stays totaling approximately \$1,000

She shared an example of one of the victims that had benefitted from the rental program and hotel stays. She mentioned statistics compared from last year to this year identified a marked increase from within the Latino community and believed her ability to speak Spanish was a benefit. She believed educating victims was a large part of her role as an advocate to assist with the legal process and terminology, especially those living within the cycle of repeated abuse. She mentioned providing resources to these victims contributed toward ending the cycle. She expressed appreciation to the Council for its support of the Victim Services Program.

Councilmember Thomas clarified City Employees contributed toward this Sub-for-Santa Program via payroll deduction. He expressed his opinion these recipients were in need and truly grateful.

Councilmember Bloxham inquired about recent cutbacks associated with the VOCA grant and whether the City was in a good position. Ms. Limón responded there was always the possibility that grant funding would be decreased. Clint Drake, City Attorney, added the VOCA grant was a two year grant cycle, with one year remaining on the current grant.

Councilmember Morris inquired about the court process and Mr. Drake responded the backlog of trials had been eliminated and reported newly implemented processes had contributed to efficiencies. He emphasized the number of cases being prosecuted were not decreasing and shared some statistics. He emphasized Ms. Limón not only assisted domestic violence victims but victims of other crime as well.

BID AWARD – RJT EXCAVATING, INC. – GORDON AVENUE SECONDARY WATER TRUNK LINE, PROJECT 22-04 – RESOLUTION 24-08 – ALONG GORDON AVENUE BETWEEN APPROXIMATELY RAINBOW DRIVE AND 400 WEST

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Stephen Jackson, City Engineer, shared an illustration which identified the location of the trunk line and spoke to the specifics associated with the project. He explained this phase of the project would begin at Gordon Avenue near Rainbow Drive and would stop at Gordon and Hill Field Road. The second phase would go west under Interstate 15 and Main Street to extend further west to Ellison Park. He anticipated the project would be completed by the end of the summer and added this would be considered a large project. He added a good plan for traffic patterns had been identified and was hopeful there wouldn't be significant impacts at the school crossing.

He announced the lowest, responsive, responsible bid was \$5,188,893.95 and the engineer's estimate was \$4,500,000.00. He mentioned Staff would be identifying any cost savings which could close that gap with regard to some of the bid items and was hopeful to stay close to the \$4.5 million. He continued to review costs for the project and how recognized grant funding could benefit the project.

Councilmember Roberts was pleased with the City moving forward with a project that had been discussed for a long time and also that the bid was awarded to a Layton based company. Mr. Jackson expressed confidence with the contractor.

**ACCEPT A PROPOSAL FOR AN AGREEMENT BETWEEN LAYTON CITY, UTAH
DEPARTMENT OF TRANSPORTATION, AND KIMLEY-HORN AND ASSOCIATES, INC.
FOR PROFESSIONAL PRE-CONSTRUCTION ENGINEERING CONSULTANT SERVICES
FOR THE KAY'S CREEK TRAIL PEDESTRIAN OVERPASS AT THE LAYTON
FRONTRUNNER STATION – RESOLUTION 24-07 – 150 SOUTH MAIN STREET**

David Price, Parks and Recreation Director, shared an illustration which identified the funding for the project and reviewed it with the Council. He informed the Council, JoEllen Grandy, Parks Planner, had aggressively sought grant funding and reported her efforts had been successful in receiving both Federal and State grants to help fund the project. He announced the Department would be requesting \$445,000 in RAMP funding to finalize the funding for the project. He mentioned the agreement with Kimley-Horn was just over \$1 million and it would provide all engineering and architectural work associated with the pedestrian bridge.

He also shared an illustration which identified the location of the proposed overpass, explaining the bridge would span the railroad tracks from the FrontRunner station landing on property near the apartment development already secured for this purpose. He mentioned this would provide connectivity

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between those areas as well as to the City's trail system from the east to the west. The Council discussed what the bridge would resemble and its function. Mr. Price mentioned this bridge would have an accommodation for bicycles and Ms. Grandy explained the intended feature. Mr. Price complimented Ms. Grandy's efforts in securing grant funding for the project.

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 UTAH CODE 52-4-205

MOTION: Councilmember Smith Edmondson moved to adjourn the meeting and convene in a closed meeting at 6:18 p.m. to Discuss Pending or Reasonably Imminent Litigation. Councilmember Morris seconded the motion, which passed unanimously.

MOTION: Councilmember Thomas moved to open the meeting at 7:11 p.m. Councilmember Bloxham seconded the motion, which passed unanimously.

The meeting adjourned at 7:11 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 **7th day of March, 2024**, was to discuss Pending or Reasonably Imminent Litigation.

Dated this 2nd day of May, 2024.

ATTEST:

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JOY PETRO, Mayor

KIMBERLY S READ, City Recorder

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MINUTES OF LAYTON CITY COUNCIL MEETING

MARCH 21, 2024; 7:09 P.M.

MAYOR AND COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

ALEX JENSEN, CLINT DRAKE, CHAD WILKINSON, WESTON APPLONIE, ZACH KADIN, STEPHEN JACKSON, ALLEN SWANSON, AND KIM READ

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

Mayor Petro opened the meeting and welcomed the public. Councilmember Smith Edmondson offered the invocation and Youth Councilmember Tytan Ott led the Pledge of Allegiance.

Mayor Petro requested Youth Councilmember Tytan Ott introduce himself.

MINUTES:

MOTION: Councilmember Roberts moved and Councilmember Smith Edmondson seconded to approve the minutes of:

Layton City Council Meeting – February 1, 2024.

The vote was unanimous to approve the minutes as written.

MUNICIPAL EVENT ANNOUNCEMENTS:

Councilmember Roberts announced the following:

- Layton Family Recreation Activity ‘Night at the Library’ was scheduled for Friday, March 22, 2024, from 6:30-8:00 PM at the Layton branch of the Davis County Library. The free activity would include games, book readings, and activities for kids.
- Easter Egg Dive would take place on Saturday, March 23, 2024, at Surf’n Swim from 10:00 AM-12:00 PM. He mentioned registration for younger children was full; however, spots were still available

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for older kids to register.

Mayor Petro announced Vietnam Veterans Recognition Day would be Friday, March 29, 2024. She mentioned a program was scheduled beginning at 11:11 AM at the Vietnam Memorial Wall Replica in Constitution Circle. She mentioned the wall was 83% scale of the Vietnam Memorial Wall in Washington D.C.

PRESENTATIONS:

There were no presentations.

CITIZEN COMMENTS:

Andy Casper, 1282 North 3125 East, requested speed limit signage be placed in his neighborhood.

CONSENT AGENDA:

FEDERAL AID SUPPLEMENT AGREEMENT BETWEEN LAYTON CITY AND UTAH DEPARTMENT OF TRANSPORTATION FOR THE PARTICIPATION IN THE COST FOR A PEDESTRIAN SAFETY PROJECT – RESOLUTION 24-11 – ALONG GENTILE STREET BETWEEN APPROXIMATELY 2475 WEST AND 3200 WEST

Stephen Jackson, City Engineer, announced the agenda item explaining the City entered into an agreement with Utah Department of Transportation (UDOT) in August 2023 for Federal Aid to complete a sidewalk pedestrian project along Gentile Street from approximately 3475 West and 3200 West. Project costs had exceeded the original estimate and allotted budget and Staff had requested additional funding to complete the project. He reported UDOT agreed to participate in the additional costs with the City agreeing to participate with an additional \$30,000 contribution for the project. He indicated the new estimated cost of the project to be approximately \$450,000, with the City contributing approximately \$43,250. He mentioned the additional portion from the City could be recognized by using the contingency associated with the project; therefore, Staff wasn't requesting any additional funding. He asked if there were any questions.

Councilmember Smith Edmondson inquired of the amount of funding originally required to be contributed toward the project on behalf of the City. Mr. Jackson responded the City's original contribution was \$12,300

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and clarified the additional funding was approximately \$30,000.

Mayor Petro expressed appreciation to Staff for seeking grant funding to complete needed projects.

ACCEPT A PROPOSAL FOR AN AGREEMENT BETWEEN LAYTON CITY AND HOGAN & ASSOCIATES CONSTRUCTION FOR CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR SERVICES FOR A NEW 9-1-1 EMERGENCY COMMUNICATIONS CENTER AND EMERGENCY OPERATIONS – RESOLUTION 24-10

Allen Swanson, Police Chief, introduced the agenda item. He explained a Request for Proposal (RFP) for construction management/general contractor services for the new building was issued on Tuesday, February 6, 2024 with responses due by Tuesday, March 5, 2024. Included in the RFP was a scope of work including pre-construction services, cost estimates, schedule, fees, and management approach. The RFP was advertised on the City's website, the Utah Public Notice website, and Utah's "U3P" public procurement website, and QuestCDN, in accordance with City practice. Six companies submitted proposals.

The proposals were evaluated by eight City employees using a pre-determined, weighted scoring criteria. Galloway, the City's contracted architectural and engineering firm, assisted in the selection process through its experiences with the candidate firms. The technical proposal was evaluated in five categories that were reviewed. Three companies were selected to participate in a follow-up interview on Wednesday, March 13, 2024, with Hogan & Associates Construction receiving the highest overall rating and was recommended by the selection team. Staff also recommended accepting the proposal with Hogan & Associates Construction and asked if there were any questions.

Councilmember Bloxham inquired about the estimated costs associated with the project submitted by Hogan & Associates Construction. Chief Swanson responded the proposal was approximately \$13.5 million.

Councilmember Bloxham requested Chief Swanson further explain the need for the building. Chief Swanson explained the City had ongoing discussions with Davis County and other city administrators, police chiefs, and fire chiefs since early 2021 about the county wide 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, Layton was selected as the agency to provide dispatch services for the agencies located in the northern portion of the County. To accommodate this need, plans were developed for a new building. The new building included a 9-1-1 Emergency Communications Center (ECC), as well as dispatch operations, training center, and an evidence storage capable of meeting the City's future needs.

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Mayor Petro requested the Chief speak to the funding source for the facility. Chief Swanson mentioned approximately \$9 million was received via ARPA (American Rescue Plan Act) funds from the Federal Government, with the remainder from Layton City.

Councilmember Bloxham believed this project would serve the City for generations and the Council believed this would be an appropriate use of the ARPA funding. Chief Swanson reminded the Council Layton City had merged its dispatching services with Clearfield City.

Councilmember Morris added the Police Department had outgrown its current facility, which was leased from Davis County, and believed this project was a great way for the City to use the federal funding source to benefit the public.

ANNEXATION REQUEST – LAYTON CITY ECONOMIC DEVELOPMENT PROJECT PLAN AREA (EDA) PROPERTIES ANNEXATION – ACCEPTANCE AND CERTIFICATION OF THE PETITION – RESOLUTION 24-02 AND RESOLUTION 24-06 – APPROXIMATELY 3925 NORTH FAIRFIELD ROAD AND 3945 NORTH FAIRFIELD ROAD

Chad Wilkinson, Community and Economic Development Director, explained the City recently purchased properties located outside of the City boundary. He shared a visual illustration, identified the location of the properties, and oriented the Council. He identified the process associated with annexing the properties, which included a public hearing, and clarified the petition to annex would be initiated by the City. Staff recommended approval and he asked if there were any questions.

Councilmember Morris clarified the properties would become part of the East Gate Economic Development Area (EDA) and Mr. Wilkinson responded in the affirmative. He added the annexation would provide for the extension of Fairfield Road and also additional property to economic development purposes in the East Gate EDA.

FINAL PLAT – ADAMS OAK HILLS SUBDIVISION – 2201 EAST 350 NORTH

Mr. Wilkinson shared a visual illustration, identified the location of the parcel and oriented the Council. He pointed out the proposed subdivision was located within a designated Sensitive Lands area of the City, which required geological hazard studies to be completed on the property. The applicant had submitted the required reports which included mitigation measures for construction on the property. These reports had been reviewed

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and proposed mitigations accepted by Staff and approved by the Commission and Council as part of the preliminary plat approval for the subdivision. The plat consisted of two single-family lots. He indicated this would be the final step for approval of the subdivision and because it was located within a designated Sensitive Lands area, required approval of the City Council. He emphasized the Planning Commission had forwarded a recommendation of approval and asked if there were any questions.

Councilmember Smith Edmondson requested clarification whether all items identified in the Staff Report by City Engineering Staff had been satisfactorily completed and responded to. Mr. Wilkinson responded all of the concerns applicable to this stage of the process had been addressed; however, some mitigation would be required as development occurred.

Councilmember Roberts requested clarification if the ‘hatched’ areas of both lots reflected on the illustration were buildable with mitigation. Mr. Wilkinson responded in the affirmative. He indicated the parcels were very large and Staff believed Lot 1 could accommodate the construction of a home without mitigation measures. He mentioned mitigation for Lot 2 would need to be appropriate for the size of the home taking into account the amount of the encroachment.

MOTION: Councilmember Smith Edmondson moved to accept and approve the Consent Agenda as presented. Councilmember Morris seconded the motion, which passed unanimously.

PUBLIC HEARING:

GORDON AVENUE AND HIGHWAY 89 TOWN CENTER MASTER PLAN, AMENDING AND UPDATING THE GENERAL PLAN – ORDINANCE 24-06

Mr. Wilkinson reminded the Council, Staff had been working on this small area plan for the Gordon/Highway 89 Town Center, a Master Planned project, for approximately one year. When the General Plan was originally adopted the Town Center area was identified with land uses and specific details to be determined at a later date. He emphasized Staff’s approach for this Town Center was based on direction from the General Plan and not whether a Town Center should be developed at this location, but rather, what the Town Center would resemble.

He reported various opportunities in the form of open houses and public hearings to receive public input and comment on how the Town Center should be developed which included the following:

- Open house in July 2023 at Fire Station 54

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- Online survey to collect feedback
- Planning Commission Public Hearing on Tuesday, November 14, 2023
- Planning Commission Public Hearing on Tuesday, January 30, 2023

He continued to explain Staff took careful notes from comments expressed during the November public hearing and provided responses and answers to questions during the meeting on January 30. He mentioned during those intervening weeks Staff also met with numerous citizens and all comments or suggestions from the public had been considered and those which were appropriate, had been accommodated. He reported the Planning Commission unanimously recommended approval of the Town Center plan to the City Council during its meeting on January 30, 2024.

Mr. Wilkinson recognized Weston Applonie, City Planner, Zachary Kadin, Planner, and acknowledged Stephen Jackson, City Engineer, and his Staff which had been instrumental in reviewing the traffic components to ensure the City was putting forth the best plan possible for the Town Center. He also acknowledged Psomas, LRB, and Wall Consultant Group (WCG), consultants, which contributed information to better understand market demand and traffic impacts associated with the proposed development.

Mr. Applonie shared an artist's rendering of what the Town Center could look like and reviewed the proposed plan pointing its purpose was based on the direction established by the General Plan. He stated the Town Center was included in the Wasatch Choice 2040 Planning Model, a regional planning model intended to manage growth along the Wasatch Front. He emphasized the purpose and intent of the Town Center was to provide distinct neighborhoods, consisting of convenient services, a variety of housing choices, employment centers, and access to public transportation all within a short distance. He reported the majority of residents that participated in the General Plan process were in support of the Town Center Development. Additionally, the market study, commissioned as part of this planning process, identified a service hole for commercial and related services in this area of the City. He mentioned multiple public meetings and open houses took place which allowed survey results and reviewed those.

He reviewed the Town Center Concept Plan identifying the location of the commercial components and various residential components proposed for the development:

- Anchor grocery store
- Gas station associated with the grocery store
- Retail and commercial services
- Mixed use with retail/commercial on ground level and residential above
- Townhomes

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- Mansion style housing with twin homes or triplexes
- Attached single family units
- Pedestrian underpass
- Other mixed-use to accommodate multi-family/office or other combination
- Other attached townhome units

He also identified the location of a proposed pedestrian underpass along Gordon Avenue. He identified the Sow Canyon Creek which drained into a detention pond and indicated this would be considered an amenity to the development. He identified the building height of the proposed housing elements, as well as the other pedestrian paths and walkways. He continued to review additional images provided by the consultant emphasizing the illustrations were merely conceptual renderings and specific elevations would be required during future meetings.

He announced the Planning Commission forwarded a positive recommendation to the City Council for approval and asked if there were any questions.

Mayor Petro inquired if the Council had any questions.

Councilmember Bloxham requested clarification whether changes had been made to the proposed Plan since approval by the Planning Commission. Mr. Wilkinson responded no substantive changes had been made to the Plan since its meeting on January 30, 2024. He clarified all changes to the Plan were made between November 14, 2023 and January 30, 2024.

Councilmember Morris requested clarification about the public transportation component in conjunction with the Plan and inquired whether conversations had taken place with UTA (Utah Transit Authority) specific to East/West connectivity. Mr. Wilkinson indicated that issue had been discussed and it was anticipated a transit stop, at the very least, would be located near the Town Center and expressed agreement an East/West connection would be beneficial.

Councilmember Bloxham requested Mr. Wilkinson speak to this specific General Plan amendment. Mr. Wilkinson explained the parcel was owned by one property owner, UDOT (Utah Department of Transportation), which the City had always envisioned as a town center, and as part of the Highway 89 project, this process was anticipated to determine the land uses associated with the town center. He clarified the General Plan process had identified the framework this parcel would result in a town center due to the characteristics it possessed: good transportation connections (Gordon Avenue – arterial street, Highway 89, access to transit,

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nearby school, great recreation opportunities to both the east and west). He mentioned although a town center was identified for this location, it also identified the City would need to determine what the Town Center would resemble and what zoning should be designated and included. He emphasized this was a refinement process to establish the feasibility and density of specific uses. He clarified the next steps would be to review development plans which would identify zoning and entitle development to move forward. He pointed out this differed in that the request wasn't whether or not the General Plan should allow the Town Center; this had been previously called out in the General Plan.

Councilmember Thomas expressed his desire appropriate trees be included in the development to provide adequate shade to be an amenity to the development. Mr. Wilkinson responded Staff had requested the consultant team provide trees which would contribute to the development for a variety reasons and would be designated in the Development Agreement.

Councilmember Bloxham requested Mr. Wilkinson speak to why a town center, with the additional housing component, was preferred over a traditional commercial development which could be successful given there was a gap of commercial services in this geographical area of the City. Mr. Wilkinson mentioned this Town Center concept aligned with the 2040 Regional Plan which addressed why the town center concept was the preferred type of development; it provided a variety of housing types which decreased impacts to road infrastructure. He reported the Regional Plan, completed by transportation organizations, recommend placing these developments consisting of a variety of housing within close proximity to services in areas which made sense.

Councilmember Bloxham requested clarification whether the inclusion of the housing component was to put more consumers on site or if the commercial component could exist and be successful without the housing. Mr. Wilkinson explained housing was definitely a component of town centers but it also contributed to creating a sense of 'place', in addition to identifying an appropriate location for a variety of additional housing units in the City close to services.

Councilmember Smith Edmondson requested clarification a commercial center would be more conducive to more vehicular traffic, whereas a town center contributed toward a pedestrian or walkable development. She requested Mr. Wilkinson speak to the walkability component or trail connections in the area. Mr. Wilkinson responded Envision Utah had identified the types of communities where people want to live and reported overwhelmingly walkable communities consisting of easy access to amenities and services. He referenced an illustration which identified the pedestrian circulation proposed for the development.

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Councilmember Morris inquired about the advantage of having one property owner for the proposed development. Mr. Wilkinson emphasized the owner was vested in providing a successful development and specifically mentioned the traffic study completed by UDOT identified the success of the highway in conjunction with the proposed development.

Councilmember Roberts requested clarification regarding the trail connections or walkways beyond this general area would be available in conjunction with the development and Mr. Wilkinson identified the wider sidewalk along Gordon Avenue would be a trail connection to Adams Pond. He also identified the trail system to the east which connected to the Bonneville Shoreline Trail and other canyon trails, in addition to the intention of the pedestrian pathways within the proposed development. He also called out the open space associated with the Highway 89 project.

Councilmember Roberts inquired whether the completed traffic study had identified locations of potential increased traffic associated with the proposed development. He mentioned Gordon Avenue in the western portion of the City was two lanes and inquired whether there were future plans for widening it to four lanes.

Mr. Jackson responded although Gordon Avenue was currently a two lane road, it had the capacity to become a 5-lane road and indicated this would be determined in the future based on traffic counts and modeling. He briefly identified the proposed locations for traffic signals and indicated the current model didn't reflect the need at this time. He addressed the question of potential 'hot spots' associated with the town center reporting the traffic impact study reflected 60% of all traffic would be between the intersection west of Highway 89 and the Highway 89 interchange. He concluded it was anticipated that the majority of traffic would be those exiting the freeway to access the town center area, then getting back on the roadway. He added 15% of the traffic would be traveling from the west to the east on Gordon. He anticipated another 10% would be coming from the south from neighboring subdivisions visiting the development.

Mr. Wilkinson expressed his desire to address the town center concept and reported that both the Layton Forward and Envision Layton process, which took place over a significant amount of time, allowed the participation of Layton residents to identify and determine how the City should accommodate for future growth. This specific question was asked and these participating citizens had overwhelmingly expressed the preference of walkable developments, which led to deliberate discussions of potential scenarios which ultimately directed Staff to this concept during the General Plan process

Councilmember Smith Edmondson asked whether the number provided by Staff of survey information by participating residents was specific to this particular Town Center or whether those figures were from the

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General Plan process in 2019 and Mr. Wilkinson responded it was a combination. He indicated thousands of responses had been received in conjunction with the General Plan process and suggested a high number of responses had been received associated with this process.

Mayor Petro opened the public hearing at 8:13 p.m.

Mayor Petro identified the expectation for those participating in the public hearing. She called for public comment.

Karen Smith, 1553 North 2850 East, acknowledged the length of time the Town Center had been discussed and expressed appreciation to City Staff for making time to address issues with interested individuals who would be affected by the proposed development. Although many residents within the area would like the property to remain vacant, expressed understanding the single property owner, UDOT, desired to sell it at market value and the purchaser would want to recognize a return on its investment; therefore, residents shifted efforts in creating a positive development. She highlighted efforts of area residents to illustrate that point. She mentioned the need for a strong development agreement and requested the following be included:

- Commercial development should be in place before housing.
- No buildings over three stories in height.
- Detached single family residential should be located adjacent to existing detached single family dwellings on the west side.
- The total number of housing units should not exceed the maximum ranges on the March 11, 2024 town center Master Plan.
- All apartments would be located above office or retail space with secure, interior access.
- The apartments would be Mixed-Use residential housing and office housing not to exceed three stories in height.

She continued the following had been previously mentioned and believed should also be incorporated:

- Limited drive thru options such as a pharmacy or coffee shop.
- Gas pumps associated with the grocery store.
- All town homes would include a two-car garage.
- 50% covered parking for apartments.
- The 10ft wide multi-use path around the detention pond would connect with the Gordon trail.
- Other amenities previously discussed such as a playground and pavilion.

Any impacts to schools, traffic, and water associated with the town center had already been discussed and

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addressed. She indicated the public could endorse the project as long as the identified conditions were in place.

Natalie Poll, 1716 North 2675 East, read a statement from resident Nancy Roberts, 2684 East 1650 North, which spoke to her personal experience of living in another state which had similar developments. She called out the changes which had been requested during a previous public hearing and expressed appreciation to City Staff, the Planning Commission, and City Council, for listening to the requests of the public.

Francois Harvey, 2301 East 1100 N, expressed concern the retail/commercial component alone would most definitely result with increased vehicular traffic, notwithstanding incorporating housing units. He expressed his opinion he would rather have the retail/commercial development component without the inclusion of housing. He didn't believe Gordon Avenue could be widened in that area to accommodate for any additional traffic.

Rachel Black, 1663 North 2800 East, provided statistics associated with the zip code of 84040 read from the Gordon Avenue Town Center Concept Plan which spoke specifically to views of the mountains and lakes, pedestrian uses, off-street parking shielded from streetscapes and plaza areas, small boutique retail and restaurants. She also spoke to this location being the gateway to a number of beautiful amenities in the area and expressed her desire the development would provide a sense of community.

Thomas Kano, 2627 East Cherry Lane, expressed appreciation to the Council, Planning Commission, and Staff for the discussions he had with some of those individuals. He suggested intersections designated within the development were already planned to fail and inquired about the thoughtfulness and mitigation efforts to ensure the development was successful. He specifically spoke to the townhomes proposed for the northern portion of the development specifically to the anticipation of the vacant parcel to the north. He read from the General Plan which reflected these homes should be of similar lot size and building height, which he believed was contrary to what was being proposed. He also expressed concern regarding the proposed two through-streets intended to connect when development occurred and reported that adjacent property owner wasn't in favor of those.

Kent Smedley, 2354 East 1100 North, asked about the timeline or timetable for the proposed project and expressed a desire for a smaller, similar project of Farmington Station, which he believed didn't incorporate a housing component.

Scott Temby, 2278 East 1100 North, announced he was new to the City of Layton; however, he had read the process associated with the approved General Plan, reviewed those materials, reviewed the steps taken to

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obtain community input, and was impressed by the number of those within the community which provided opinions and input. He announced he was a former member of a Planning Commission in Utah County and was familiar with these processes. He was also impressed by the data revealed by the different studies and the efforts to create appropriate buffer zones, to accommodate traffic in a reasonable manner, and to address safety concerns of the community. He announced due to those efforts, he was generally supportive of the proposed zoning changes to the General Plan which would provide an attractive eastern gateway to Layton City.

Rod Charlesworth, 2597 East Gentile, expressed his opinion the City hadn't planned for the number of vehicles the housing would need to accommodate. He expressed concern about the increased vehicular traffic and the need for road improvements on Gentile Street. He believed some road improvements would have been completed in conjunction with the Highway 89 improvements and continued to suggest the need for road improvements. He continued to speak of other construction issues within his neighborhood.

Gordon Smith, 2826 County Oaks Drive, mentioned he had been in attendance during the last meeting and requested clarification regarding traffic, specifically the anticipated number of vehicular trips. He also inquired whether East Layton Elementary could accommodate any future students the housing component of the town center would bring.

Anna Recksiek, 1850 North Valley View, expressed concern for both the pedestrian and bicycle traffic along Valley View Drive and the frontage road in the area combined with the potential increase in traffic resulting from the proposed town center. She inquired whether there was a plan to accommodate bicycle and pedestrian traffic near the development and how those connections would be implemented. She suggested releasing the name of the anchor grocery store would generate excitement associated with the proposed development.

Sharon Wiggins, 1262 North 2575 East, informed the Council the proposed development would be adjacent to her backyard. She expressed her opinion the standards reflective of the development were of a high caliber and was appreciative of Community Development Staff throughout the Planning Commission meetings. She believed Staff had implemented suggestions and encouraged the Council to uphold the recommendation specific to the single-family housing component on the western portion of the development. She pointed out vehicular traffic had increased along 2575 as the through street to access Gordon Avenue from Cherry Lane, as opposed to the use of the frontage road. She continued, the added traffic combined with speed had recently been an issue and was appreciative of tools used by the Police Department to help with that.

Dennis Long, 1703 North Hobbs Creek, inquired where he could locate the presentation shared during the meeting and/or the latest rendering of the proposed town center. He stated he also enjoyed visiting Farmington

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Station and would like to see a similar development. He expressed his opinion this town center wouldn't be a destination point and also didn't believe this would be conducive to pedestrians. He pointed out the proposal had concentrated the parking to the center of the development surrounded by strip malls located on perimeters.

Paul Larsen, 1889 North 2750 East, suggested there could be unintended consequences with the town center and expressed concern regarding the potential illumination from the parking lot lights and other lighting which could negatively impact adjacent property owners.

Patty Brown, 2632 Oak Forrest Drive, inquired how many residential units were proposed within the town center development and the potential increased traffic they could bring to Gordon Avenue. She expressed her understanding that all along throughout the process this development would resemble a mini Farmington Station and now believed the current proposal didn't resemble that at all. She pointed out if this particular area was designated as a 'drought' area for commercial opportunities, whatever was proposed should succeed without the need for additional housing of various types. She also expressed appreciation to City Staff for listening to resident's concerns throughout this lengthy process.

Mr. Wilkinson responded to and addressed questions asked during the public hearing:

- The City had no plans to widen Gordon Avenue at this location and indicated the road had been constructed to accommodate this type of development.
- He could not provide dates specific to a timeline; however, he spoke to the process. UDOT acquired the property in conjunction with the Highway 89 project and was the current owner. That agency had expressed a strong desire for the process to proceed quickly in order to surplus the property to a developer.
- He clarified 17,000 vehicles were anticipated in conjunction with the proposed development and reviewed the calculation.
- City Staff had communicated with Davis School District regarding any impact associated with the proposed development and indicated it employed its own planners to identify potential student growth based on the City's General Plan. He reported the District was specifically made aware of this proposed development and it had indicated enrollment was trending downward for the younger grades. Mr. Applonie reported the District's anticipated number of proposed students wasn't concerning and indicated the schools wouldn't exceed capacity, with the exception of Layton High, which was actively in the process of an expansion which could accommodate this growth.
- Mr. Applonie also explained and identified how copies of the most recent Plan could be located.
- Mr. Wilkinson believed this probably wouldn't be the final and last version. He continued to address the timeline and process moving forward:

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- Entitlement process concerning zone districts and executing a Development Agreement which would create a framework speaking to implementation of this Plan.
- City Staff would continue to work with UDOT until it transferred ownership of the property to a developer.
- The advice and consultation with those having expertise for these types of developments to identify what would be realistic and successful.
- Continue working with UDOT to identify how the entitlement would take place such as proceeding through a Request for Proposal (RFP). He mentioned the importance of having entitlements in place prior to the sale of the property to ensure the developer was aware of expectations associated with the development.
- He reported tremendous interest had been expressed from within the development community for the property.
- He provided the number range (220-270) of housing units proposed for the development which he didn't believe would significantly change due to parking.
- The impact of the parking lot lights with the least amount of impact was also desired of City Staff and explained how that would be mitigated.
- He mentioned the traffic study proposed mitigation measures which included signalization and re-striping of lanes which reflected the intersections would function at a high level of service.
- He identified the location of the one intersection which could possibly fail and explained the specific challenges.

Mr. Jackson spoke to the improvements for East Gentile Street. He reported there was both a water line and sewer line project which needed to be completed within the road prior to completing the road improvements. He indicated the City was actively seeking possible grant funds from Davis County which could be appropriated toward the project. He also addressed the Valley View Drive concern and indicated the City was prepared to complete a water line project and mentioned there were plans to widen the pavement section of that road in an attempt to make it a safer shoulder. He emphasized it wouldn't include full improvements.

Mr. Wilkinson spoke to the pedestrian circulation associated with the proposed development. He reviewed illustrations which identified areas designated for outdoor seating creating areas which would create a place to spend some time. He continued the development was designed in this way to encourage pedestrian pathways going both east/west and north/south. He spoke to how the pedestrian underpass at Gordon would contribute toward the success of the development. He mentioned the opportunity to partner with UDOT provided an opportunity to create a Transportation Reinvestment Zone (TRZ) and reviewed the benefits.

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Mr. Jackson addressed concerns specific to the amount of retail compared to the housing and traffic counts. He explained the process used for the traffic study and reported the highest trip generating categories were retail/commercial developments; creating significantly higher vehicular trips than compared to the residential component. He reported raw figures identified approximately 17,000 trips/cars per day in this area and provided figures from traffic studies for several roads within the area which reflected they were functioning very well to provide a positive level of service. He expressed confidence Gordon Avenue had been designed to meet the standards and expectations of the traffic in the area in addition to accommodating any anticipated growth. Mr. Wilkinson also clarified the grading for the term ‘level of service’ specific to roads.

Mayor Petro expressed appreciation to the residents for their participation in this process associated with the proposed development. She also believed the location for the proposed development would be a beautiful gateway to the City. She addressed the concern of speeding vehicular traffic and reported this had repeatedly been a concern expressed to her throughout her tenure as Mayor. She clarified the request of the Council was to approve an update to the General Plan.

Councilmember Roberts requested clarification regarding the location for the apartments. Mr. Wilkinson responded it was anticipated there would be some shared parking with the commercial uses within the development and indicated some covered parking for the apartments was required via City Code. He mentioned the shared parking in mixed-use settings could be compatible with one another.

Councilmember Smith Edmondson requested Mr. Wilkinson clarify the zoning of the vacant property to the north of the proposed development. He responded the current zone was R-S (Residential Suburban) and clarified the General Plan reflected Community Residential, which allowed for higher densities than the R-S allowed and reviewed what that resembled.

MOTION: Councilmember Thomas moved to close the public hearing at 9:20 PM and approve the Gordon Avenue and Highway 89 Town Center Master Plan, Amending and Updating the General Plan as presented, Ordinance 24-06. Councilmember Smith Edmondson seconded the motion. Mayor Petro called for discussion.

The Council expressed appreciation to the public for its participation with the process in adopting the General Plan and other Plans used by the City to guide development. Appreciation was expressed to Staff for being receptive to concerns shared during the Planning Commission’s public hearings and implementing changes which mitigated concerns associated with the Town Center development. Concerns regarding specifics associated with landscaping could be addressed in association with approval of the Development Agreement.

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The motion passed with the following vote: **Voting AYE – Councilmembers Thomas, Smith Edmondson, Morris. Voting NO – Councilmember Bloxham. Voting AYE – Councilmember Roberts.**

UNFINISHED BUSINESS:

There was no unfinished business.

The meeting adjourned at 9:31 p.m.

Kimberly S Read, City Recorder

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

Item Number: 5.A.

Subject:

New Development Required to Pay for Project Improvements Installed by the City – Layton Parkway/2700 West Construction, Project 20-59 – Resolution 24-14

Background:

The City has installed a portion of Layton Parkway, from 2200 West to 2700 West and all of 2700 West from Layton Parkway to Gentile Street, by installing street improvements, including road base, asphalt, curb, gutter, sidewalk, and street lights and utilities including water, sewer, storm drain, and secondary water. The City has determined, pursuant to Section 12.24.060 of the Layton Municipal Code that new development should pay its proportional share of the costs of infrastructure and improvements, that constitute “project improvements” and that specifically benefit development activity within the City. The City has calculated the cost of those improvements, based on actual costs incurred by the City in making those improvements and, pursuant to the above ordinance, desires to impose, by resolution, those costs on future development.

Alternatives:

Alternatives are to: 1) Adopt Resolution 24-14 requiring that the project improvement costs, attributable to new development, be assessed to new development; 2) Adopt Resolution 24-14 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 24-14 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 24-14 requiring that the project improvement costs, attributable to new development, be assessed to new development and authorize the City Manager to sign the necessary documents.

RESOLUTION 24-14

A RESOLUTION REQUIRING NEW DEVELOPMENT TO PAY FOR LAYTON PARKWAY/2700 WEST IMPROVEMENTS, INSTALLED PREVIOUSLY BY THE CITY IN ADVANCE OF DEVELOPMENT, FOR THE LAYTON PARKWAY/2700 WEST CONSTRUCTION, PROJECT 20-59

WHEREAS, the City has installed a portion of Layton Parkway from 2200 West to 2700 West by installing street improvements; and

WHEREAS, the City has installed all of 2700 West from Layton Parkway to Gentile Street by installing street improvements; and

WHEREAS, the City, and The Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter Day Saints “The Church”, entered into a Land Sale and Exchange Agreement on August 6, 2021; and

WHEREAS, the City, and Allen Land Company, entered into a Land Sale Agreement on May 5, 2021; and

WHEREAS, the City, and Susan Chen, entered into a Land Sale Agreement on April 1, 2021; and

WHEREAS, the City, and Mike Kolendrianos and Patricia Child, entered into a Land Sale Agreement on July 21, 2021; and

WHEREAS, the City, and Spyros Sam Manes and Caryn Sorenson Manes, entered into a Land Sale Agreement on April 9, 2021; and

WHEREAS, the City, and Joseph F. and Rozanna S. Hill Family Limited Partnership, entered into a Land Purchase Agreement on August 15, 2022; and

WHEREAS, consistent with the City’s policy and Section 12.24.060 of the Layton Municipal Code, the City has determined that new development should pay its proportional share of the costs of infrastructure and improvements that constitute "project improvements" and that specifically benefit development activity within the City; and

WHEREAS, the City has calculated the costs of those improvements, based on actual costs incurred by the City in making those improvements and, pursuant to the above ordinance, desires to impose, by resolution, those costs on future development; and

WHEREAS, it is deemed to be in the best interest of the citizens of Layton City, to adopt and approve this resolution, requiring that those costs attributable to new development, be assessed to new development.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:

1. That the owners of those properties, identified in Attachments “A” through “E”, that have benefited by the City’s installation of "project improvements", specifically street improvements, secondary water, culinary water, sanitary sewer, and storm drain to those properties, be assessed their proportional share of the costs of those improvements only when development occurs on the property as provided in Attachment “F” to this resolution, which is attached hereto and incorporated herein by this reference.

2. That, pursuant to Section 12.24.060 of the Layton Municipal Code, the payment of these costs become a condition precedent to any development approval or permit requested or applied for at the cost as shown in Attachment “F”.

3. That a copy of this resolution be recorded upon each parcel of property identified in Attachments "A through "E", to be assessed their proportional share of the costs of those improvements, as identified in Attachment "F", which attachments are attached hereto and incorporated herein by this reference.

4. That the City Manager is authorized to execute the necessary documents.

5. This Resolution shall become effective immediately upon adoption by the City Council.

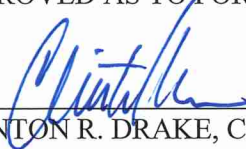
PASSED AND ADOPTED by the City Council of Layton, Utah, this **2nd day of May, 2024**.

JOY PETRO, Mayor

ATTEST:

KIMBERLY S READ, City Recorder

APPROVED AS TO FORM:

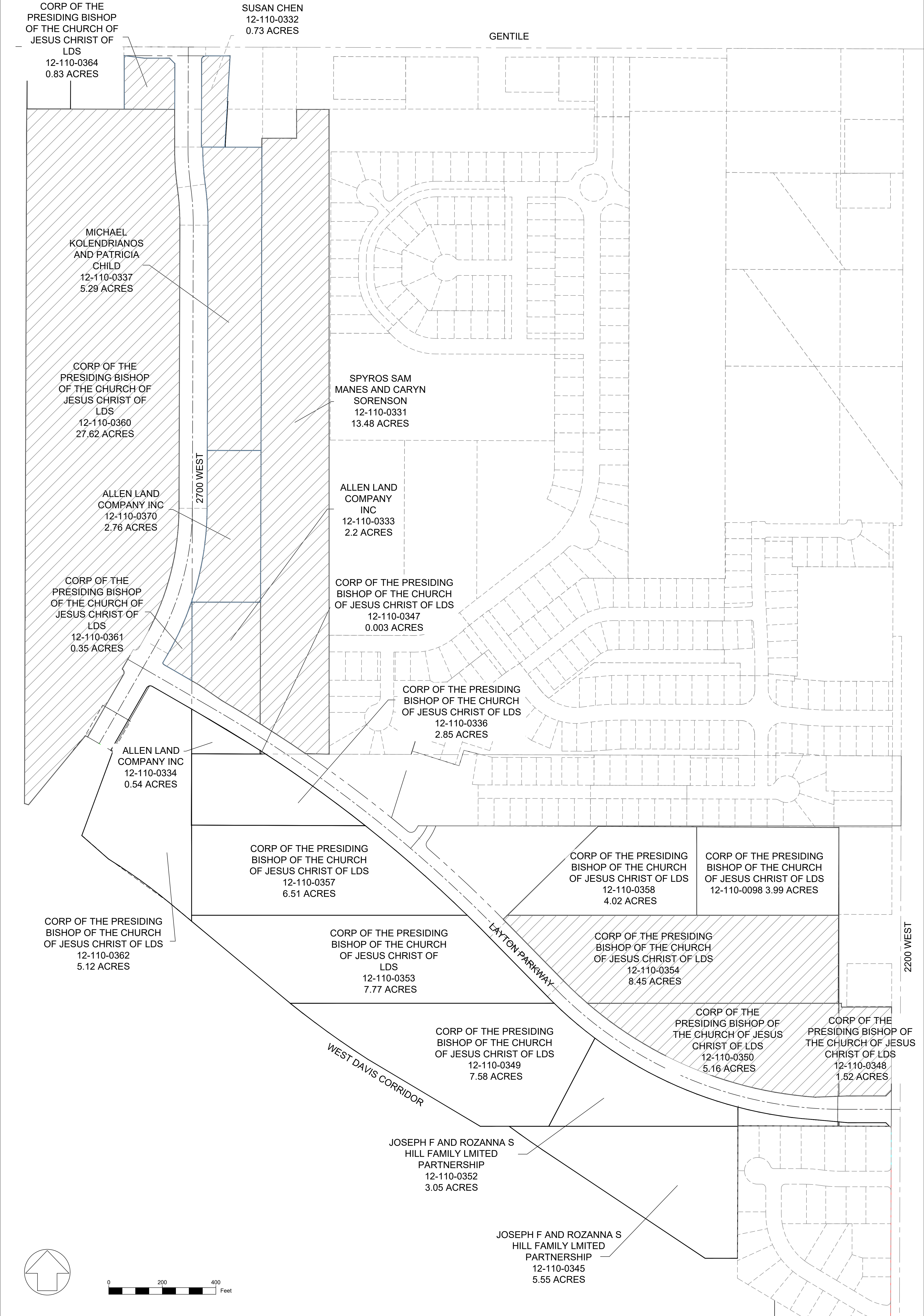


CLINTON R. DRAKE, City Attorney

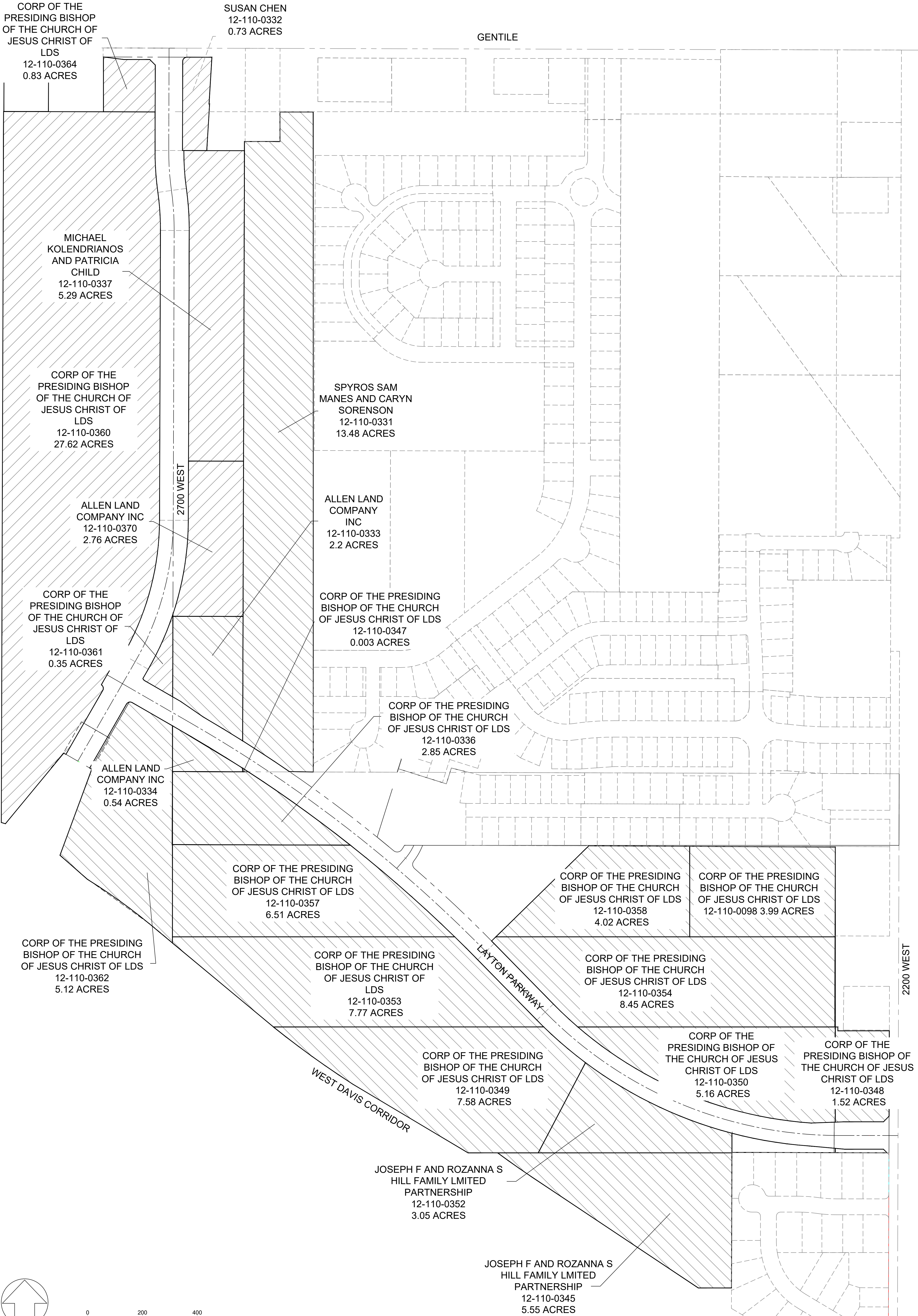


TERRY COBURN, Department Director

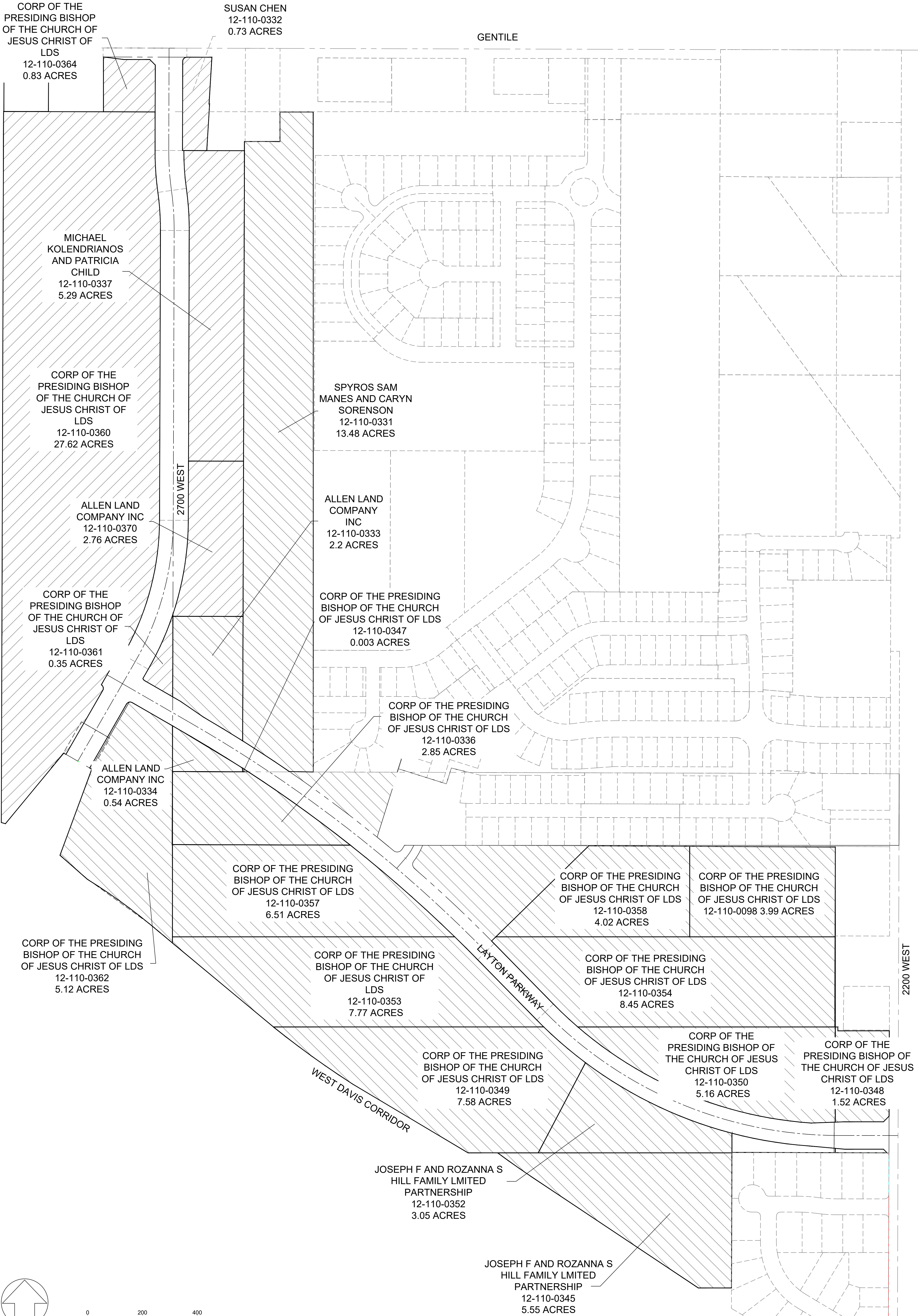
STREET CONSTRUCTION PAYBACK



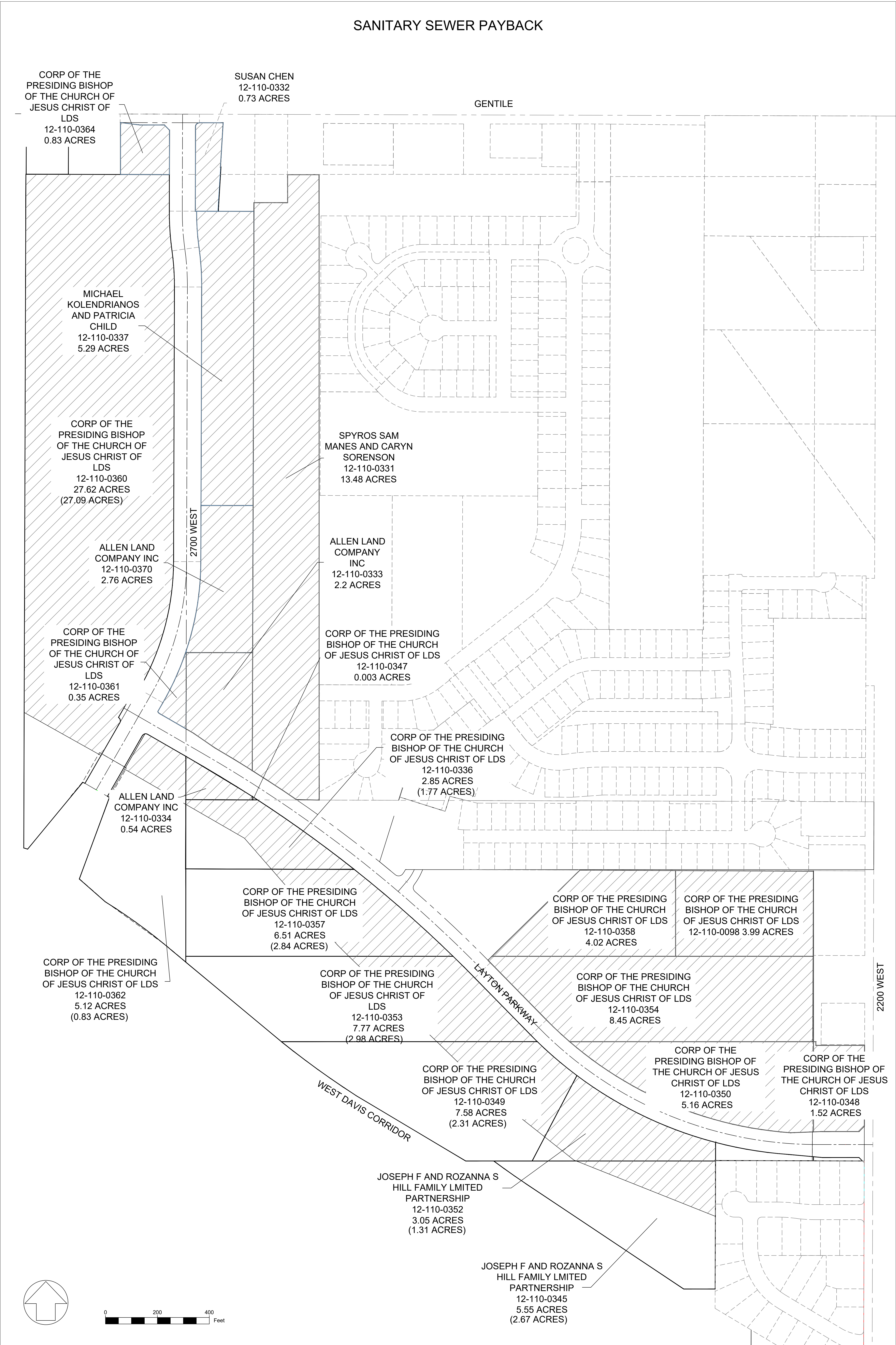
CULINARY WATERLINE PAYBACK



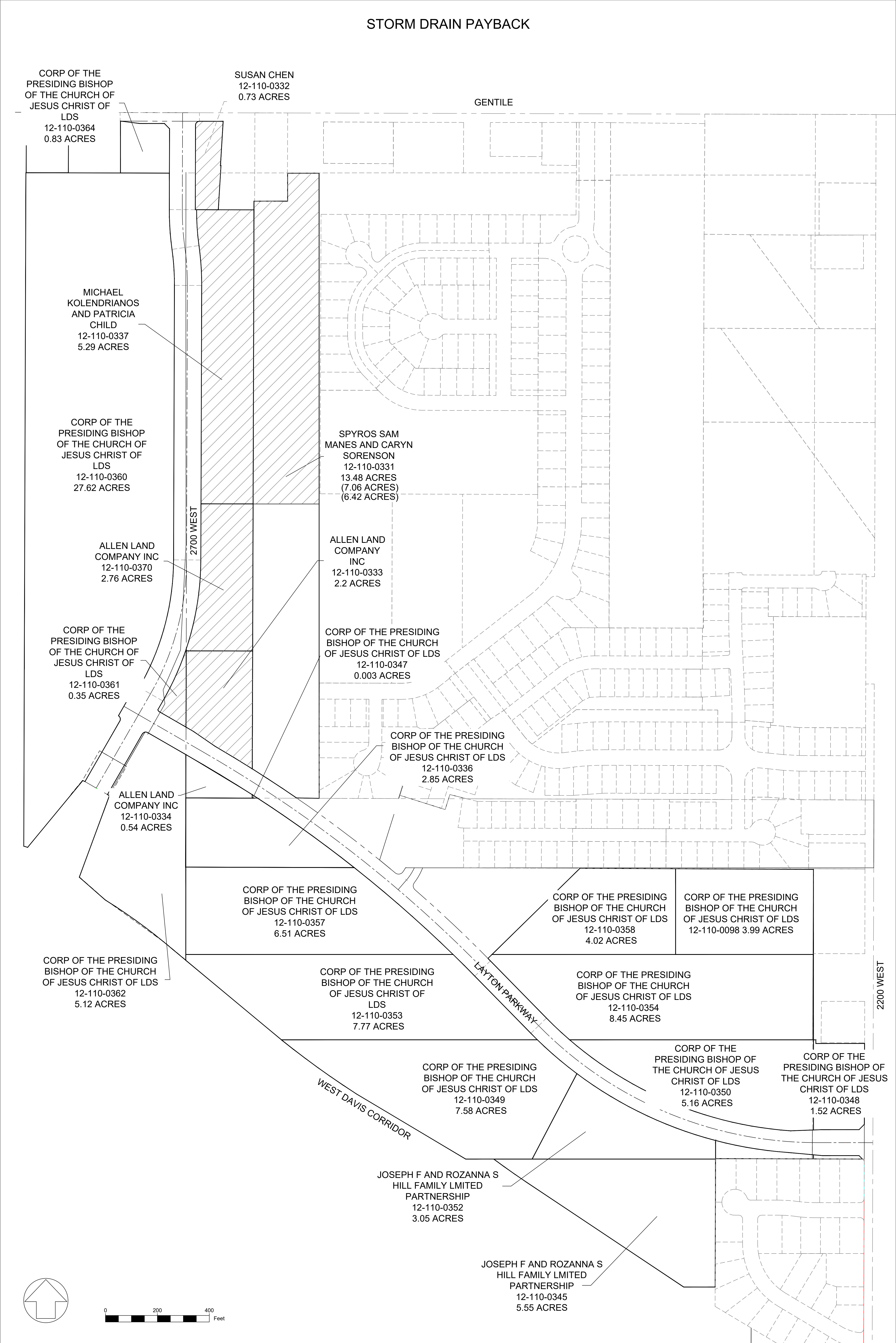
SECONDARY WATERLINE PAYBACK



SANITARY SEWER PAYBACK



STORM DRAIN PAYBACK



ATTACHMENT 'F'

Owner	Tax ID	Total Acres in Area	
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0098	3.99	\$88,564.09
SPYROS SAM MANES AND CARYN SORENSON	12-110-0331	13.48	\$341,400.90
SUSAN CHEN	12-110-0332	0.73	\$62,975.84
ALLEN LAND COMPANY INC.	12-110-0333	2.2	\$104,010.94
ALLEN LAND COMPANY INC.	12-110-0334	0.54	\$49,025.04
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0336	2.85	\$75,551.52
MICHAEL KOLENDRIANOS AND PATRICIA CHILD	12-110-0337	5.29	\$279,988.53
JOSEPH F AND ROZANA S HILL FAMILY PARTNERSHIP	12-110-0345	5.55	\$107,998.68
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0347	0.003	\$3,150.48
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0348	1.52	\$67,783.24
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0349	7.58	\$174,282.74
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0350	5.16	\$283,367.72
JOSEPH F AND ROZANA S HILL FAMILY PARTNERSHIP	12-110-0352	3.05	\$170,268.96
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0353	7.77	\$101,914.09
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0354	8.45	\$188,489.80
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0357	6.51	\$100,722.52
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0358	4.02	\$89,229.98
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0360	27.62	\$586,842.27
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0361	0.35	\$46,225.06
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0362	5.12	\$93,964.28
CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LDS	12-110-0364	0.83	\$31,406.29
ALLEN LAND COMPANY INC.	12-110-0370	2.76	\$142,492.44
VILLAS AT HARMONY PLACE POND	12-110-0359	3.81	\$37,005.85

\$3,226,661.26

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

Item Number: 5.B.

Subject:

Adoption of the 2023 Layton City - Municipal Wastewater Planning Program Annual Report – Resolution 24-18

Background:

The State of Utah, Department of Environmental Quality, Division of Water Quality, requires the City to complete the 2023 Municipal Wastewater Planning Program Annual Report and for it to be adopted by a Layton City resolution.

Alternatives:

Alternatives are to: 1) Adopt Resolution 24-18 authorizing the adoption of the 2023 Layton City Municipal Wastewater Planning Program Annual Report; 2) Adopt Resolution 24-18 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 24-18 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 24-18 authorizing the adoption of the 2023 Layton City Municipal Wastewater Planning Program Annual Report, and authorizes the Mayor to sign the necessary documents.

RESOLUTION 24-18

A RESOLUTION AUTHORIZING THE ADOPTION OF THE 2023 LAYTON CITY - MUNICIPAL WASTEWATER PLANNING PROGRAM ANNUAL REPORT

WHEREAS, the State of Utah, Department of Environmental Quality, Division of Water Quality, requires Layton City to complete the 2023 Municipal Wastewater Planning Program Annual Report; and

WHEREAS, the State of Utah requires that the Annual Report be adopted by a Layton City resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:

1. That the City Council of Layton City, Davis County, State of Utah, has reviewed and adopted the 2023 Municipal Wastewater Planning Program Annual Report.
2. That the Mayor is authorized to execute the necessary documents.
3. This Resolution shall become effective immediately upon adoption by the City Council.

PASSED AND ADOPTED by the City Council of Layton, Utah, this **2nd** day of **May, 2024**.

JOY PETRO, Mayor

ATTEST:

KIMBERLY S READ, City Recorder

APPROVED AS TO FORM:



CLINTON R. DRAKE, City Attorney



TERRY COBURN, Department Director

Resolution Number 24-18

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that LAYTON informs the Water Quality Board of the following actions taken by the *(Governing Body)*.

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2023.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES (Utah Pollutant Discharge Elimination System) Permit (if applicable).

Passed by a (majority) (unanimous) vote on

(Date)

Mayor/Chair

Attest: Recorder/Clerk

2024 MWPP Survey Questions

This document is provided to assist in gathering the appropriate responses for the survey.

The following questions are populated into a spreadsheet. Each question is numbered by the letter of the column that it falls in. If it so happens that you need to change a response to a question after submitting the form call Harry Campbell at 385-501-9583, identify your facility, report the question label (B, C, D, etc. in front of the question), and provide the correct response.

B. Email wadams@laytoncity.org (email of facility contact)

Section 1. General Information

C. Name of Facility? Layton City

D. What is the name of the person responsible for this organization? Wes Adams

E. What is the title of the person responsible for this organization? Water Supervisor

F. What is the email Address for the person responsible for this organization? wadams@laytoncity.org

G. What is the phone number for the person responsible for this organization? 801-336-3720

H. Facility Location? Please provide either Longitude and Latitude, address, or a written description of the location (with area or point). 1925 N Fort Lane Layton, UT 84040

Federal Facility Section

I. Are you a federal facility? A federal facility is a military base, a national park, a facility associated with the forest service, etc. Yes ☐ No ☒

"If Yes" you will go to the Collection Section

"If No" you will go to the Financial Section

Financial Evaluation Section

J. This form is completed by [name]? Brad Schaff

Part I General Questions - Please answer the following questions regarding GENERAL QUESTIONS.

K. Are sewer revenues maintained in a dedicated purpose enterprise/district account? ☒ Yes ☐ No

L. Are you collecting 95% or more of your anticipated sewer revenue? ☒ Yes ☐ No

M. Are Debt Service Reserve Fund requirements being met? ☒ Yes ☐ No

N. Where are sewer revenues maintained? General Fund Combined Utilities Fund ☒ Other

O. What was the average annual User Charge for 2023? If there is more than one rate divide the total municipal yearly User Charge collected, by the total number of connections. \$29.45

P. Do you have a water and/or sewer customer assistance program (CAP)? Yes ☒ No

Part II: OPERATING REVENUES AND RESERVES - Please answer the following questions regarding OPERATING REVENUES AND RESERVES.

- Q. Are property taxes or other assessments applied to the sewer systems? Yes ☒ No
- R. Revenue from these taxes = 0
- S. Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time? ☒ No
- T. Are projected sewer revenues sufficient to cover operation, maintenance, and repair (OM&R) costs for the next five years? ☒ No
- U. Does the sewer system have sufficient staff to provide proper OM&R? ☒ No
- V. Has a repair and replacement sinking fund been established for the sewer system? Yes ☒ No
- W. Is the repair & replacement sinking fund sufficient to meet anticipated needs? Yes ☒ No

Part III: Capital Improvements, Revenues and Reserves. - Please answer the following questions regarding Capital Improvements, Revenues and Reserves.

- X. Are sewer revenues sufficient to cover all costs of current capital improvements projects? ☒ No
- Y. Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects? ☒ No
- Z. Are projected Capital Improvements Reserve Funds sufficient for the next five years? ☒ No
- AA. Are projected Capital Improvements Reserve Funds sufficient for the next ten years? ☒ No
- AB. Are projected Capital Improvements Reserve Funds sufficient for the next twenty years? ☒ No

Part IV: FISCAL SUSTAINABILITY REVIEW - Please answer the following questions regarding FISCAL SUSTAINABILITY REVIEW.

- AC. Have you completed a rate study within the last five years? Yes ☒ No
- AD. Do you charge Impact fees? Yes ☒ No
- AE. Impact Fee (if not a flat fee, use average of all collected fees) = 0
- AF. Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years? Yes ☒ No
- AG. Do you maintain a Plan of Operations? ☒ No
- AH. Have you updated your Capital Facility Plan within the last five years? ☒ No
- AI. In what year was the Capital Facility Plan last updated? 2023
- AJ. Do you use an Asset Management system for your sewer systems? ☒ No
- AK. Do you know the total replacement cost of your sewer system capital assets? ☒ No

AL. Replacement Cost = 400 million

AM. Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost? Yes No

AN. What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost? 0.2%

AO. Describe the Asset Management System. Check all that apply

- ☒ Spreadsheet
- ☒ GIS
- ☒ Accounting Software
- ☐ Specialized Software

AP. Please answer the following: - 2023 Capital Assets Cumulative Depreciation? \$11,144,869

AQ. Please answer the following: - 2023 Capital Assets Book Value? Book Value = total cost - accumulated depreciation \$25,839,283

Part V: PROJECTED CAPITAL INVESTMENT COSTS - Please answer the following questions regarding PROJECTED CAPITAL INVESTMENT COSTS.

AR. Cost of projected capital improvements - Please enter a valid numerical value. - 2023?
\$500,000

AS. Cost of projected capital improvements - Please enter a valid numerical value. - 2024 through 2028?
\$6 Million

AT. Cost of projected capital improvements - Please enter a valid numerical value. - 2029 through 2033?
\$6 Million

AU. Cost of projected capital improvements - Please enter a valid numerical value. - 2034 through 2038?
\$6 Million

AV. Cost of projected capital improvements - Please enter a valid numerical value. - 2039 through 2043?
\$6 Million

AW. Purpose of Capital Improvements - 2023? Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☐ Increased Capacity

AX. Purpose of projected Capital Improvements - 2024 through 2028? - Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☒ Increased Capacity

AY. Purpose of projected Capital Improvements - 2029 through 2033 Check all that apply.?

- ☒ Replace/Restore
- ☐ New Technology
- ☒ Increased Capacity

AZ. Purpose of projected Capital Improvements - 2034 through 2038? - Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☒ Increased Capacity

BA. Purpose of projected Capital Improvements from 2039 through 2043? - Check all that apply.

- ☒ Replace/Restore
- ☐ New Technology
- ☒ Increased Capacity

BB. To the best of my knowledge, the Financial Evaluation section is completed and accurate. ☒ True
False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

BC. Do you have a collection system?

The answer to this question is obvious in most cases, but for clarification, some wastewater systems consist of only wastewater collections (answer Yes). Some wastewater systems do not have a collection system but receive wastewater from separate collection system jurisdictions (answer No). Some wastewater systems have treatment and collections and consider their entire system as one entity (answer Yes). Some wastewater systems have treatment and collections, but consider their collections a separate entity from treatment (answer No). If you have treatment but have an independent collection system and you answered "No," you must enter your collection system separately as an independent response to the survey. ☒ Yes ☐ No

"If Yes" you will go to the Collection Section

"If No" you will go to a choice of which Treatment section

Collection System - The collection of wastewater in a system of pipes and possibly pump stations that deliver wastewater to a treatment system that may or may not be independent of the treatment system.

BD. This form is completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs). Wes Adams

Part I: SYSTEM DESCRIPTION - Please answer the following questions regarding SYSTEM DESCRIPTION.

BE. What is the largest diameter pipe in the collection system? - Please enter the diameter in inches.

18

BF. What is the average depth of the collection system? - Please enter the depth in feet.

9

BG. What is the total length of sewer pipe in the collection system? - Please enter the length in miles.

229.68

BH. How many lift/pump stations are there in the collection system? 1

BI. What is the largest capacity lift/pump station in the collection system? - Please enter the design capacity in gpm. 255

BJ. Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more? Yes ☒ No

BK. What year was your collection system first constructed (approximately)? 1945

BL. In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? If more than one, cite the oldest. 1956

Part II: DISCHARGES - Please answer the following questions regarding DISCHARGES.

BM. How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt? 0

BN. How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)? 0

Sanitary Sewer Overflow (SSO)

Class 1 - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

- a) affects more than five private structures;
- b) affects one or more public, commercial or industrial structure(s);
- c) may result in a public health risk to the general public;
- d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- e) discharges to Waters of the State.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

BO. What is the number of Class 1 SSOs in Calendar year 2023? 0

BP. What is the number of Class 2 SSOs in Calendar year 2023? 6

BQ. Please indicate what caused the SSO(s) in the previous question. Blockage

BR. Please specify whether the SSOs were caused by contract or tributary community, etc.

Tributary Community

Part III: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

BS. Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more? Yes

☒ No

BT. Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more? Yes ☒ No

BU. What is the number of new commercial/industrial connections in 2023? 12

BV. What is the number of new residential sewer connections added in 2023? 197

BW. How many equivalent residential connections are served? 28,734

Part IV: OPERATOR CERTIFICATION - Please answer the following questions regarding OPERATOR CERTIFICATION.

BX. How many collection system operators do you employ? 7

BY. What is the approximate population served? 85,120

BZ. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email. Grades: Grade I, Grade II, Grade III, and Grade IV.

Wes Adams - Grade IV

CA. Please list all other Collection System operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV.

Brian King - Grade IV , Howard Larking - Grade IV, Brett Perkins - Grade IV, Darrin Taylor - Grade IV,

Lonnie Smith - Grade IV, Wes Adams - Grade IV

CB. Please list all other Collection System operators by name and certification grade. Please separate names and certification grades for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV.

Ryan Bankhead - Grade IV,

CC. Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

☒ Yes ☐ No

Part V: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

CD. Have you implemented a preventative maintenance program for your collection system? ☒ Yes No

CE. Have you updated the collection system operations and maintenance manual within the past 5 years? ☒ Yes No

CF. Do you have a written emergency response plan for sewer systems? ☒ Yes No

CG. Do you have a written safety plan for sewer systems? ☒ Yes No

CH. Is the entire collections system TV inspected at least every 5 years? ☒ Yes No

CI. Is at least 85% of the collections system mapped in GIS? ☒ Yes No

Part VI: SSMP EVALUATION - Please answer the following questions regarding SSMP EVALUATION.

CJ. Have you completed a Sewer System Management Plan (SSMP)? ☒ Yes No

CK. Has the SSMP been adopted by the permittee's governing body at a public meeting? ☒ Yes No

CL. Has the completed SSMP been public noticed? ☒ Yes No

If "yes" then the question below.

CM. Date of Public Notice? 6-19-2014

If "no" then the question below.

CN. When will the SSMP be public noticed? N/A

CO. During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan? Yes ☒ No

CP. What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)? N/A

CQ. During 2023, was any part of the SSMP audited as part of the five-year audit? Yes ☒ No

CR. If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

N/A

CS. Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan? ☒ Yes No

Part VII: NARRATIVE EVALUATION - Please answer the following questions regarding NARRATIVE EVALUATION.

CT. Describe the physical condition of the sewerage system: (lift stations, etc. included) Most are gravity flow systems with approx. 229 miles of gravity flow and 0.40 miles of pressurized main. The City has 1 lift station.

CU. What sewerage system capital improvements does the utility need to implement in the next 10 years? Rehabilitation of the system through lining, manhole and sewer line replacements, spot repairs and implementation of capital improvement projects (CIP) identified in the Master Plan.

CV. What sewerage system problems, other than plugging, have you had over the last year? We continue to encounter minor fats, oils and grease (FOG) issues in isolated areas as well as isolated root intrusion. Sanitary wipes continue to be an increasing area of concern, specifically in collection zone services by the lift station and older pipe systems.

CW. Is your utility currently preparing or updating its capital facilities plan? ☒ Yes No

CX. Does the municipality/district pay for the continuing education expenses of operators?

- ☒ 100%
- ☐ Partially
- ☐ Does not pay

CY. Is there a written policy regarding continued education and training for wastewater operators? ☒ Yes
No

CZ. Do you have any additional comments? No

DA. To the best of my knowledge, the Collections System section is completed and accurate. ☒ True
False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

You have either just completed or just bypassed questions about a Collection System. This section (the questions below) determines the next set of questions that you will be presented based on the choice you make for treatment.

DB. What kind of wastewater treatment do you have in your wastewater treatment system?

If you have treatment, you must choose from Mechanical Plant, Discharging Lagoon, or Non-Discharging Lagoon. If you don't have treatment then choose "No Treatment." Choose only one answer.

- ☐ Mechanical Plant
- ☐ Discharging Lagoon
- ☐ Non-Discharging Lagoon
- ☒ No Treatment of Wastewater

Mechanical Plant

DC. Form completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs).

DD. What is the design basis or rated capacity for average daily flow in MGD? _____

DE. What is the design basis or rated capacity for average daily BOD loading in lb/day?

DF. What is the design basis or rated capacity for average daily TSS loading in lb/day?

DG. What was the 2023 average daily flow in MGD? _____

DH. What was the 2023 average daily loading for BOD in lb/day? _____

DI. What was the 2023 average daily loading for TSS in lb/day? _____

DJ. What is the percent of capacity used by the 2023 average daily flow? _____

DK. What is the percent of capacity used by the 2023 average daily BOD load? _____

DL. What is the percent of capacity used by the 2023 average daily TSS? _____

Part II: EFFLUENT INFORMATION - Please answer the following questions regarding EFFLUENT INFORMATION.

DM. How many Notices of Violations (NOVs) did you receive for this facility in 2023?

DN. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows? _____

Part III: FACILITY AGE - Please answer the following questions regarding FACILITY AGE.

DO. In what year was your HEADWORKS evaluated? _____

DP. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?

DQ. What is the age of your HEADWORKS? _____

DR. In what year was your PRIMARY TREATMENT evaluated? _____

DS. In what year was your PRIMARY TREATMENT constructed, upgraded or renewed?

DT. What is the age of your PRIMARY TREATMENT? _____

DU. In what year was your SECONDARY TREATMENT evaluated? _____

DV. In what year was your SECONDARY TREATMENT constructed, upgraded or renewed?

DW. What is the age of your SECONDARY TREATMENT? _____

DX. In what year was your TERTIARY TREATMENT evaluated? _____

DY. In what year was your TERTIARY TREATMENT constructed, upgraded or renewed?

DZ. What is the age of your TERTIARY TREATMENT? _____

EA. In what year was your SOLIDS HANDLING evaluated? _____

EB. In what year was your SOLIDS HANDLING constructed, upgraded or renewed?

EC. What is the age of your SOLIDS HANDLING? _____

ED. In what year was your DISINFECTION evaluated? _____

EE. In what year was your DISINFECTION constructed, upgraded or renewed? _____

EF. What is the age of your DISINFECTION? _____

EG. In what year was your LAND APPLICATION/DISPOSAL evaluated? _____

EH. In what year was your LAND APPLICATION/DISPOSAL constructed, upgraded or renewed?

EI. What is the age of your LAND APPLICATION/DISPOSAL? _____

Part IV: DISCHARGES - Please answer the following questions regarding DISCHARGES.

EJ. How many days in the last year was there a bypass or overflow of wastewater at the facility due to equipment failure? _____

Part V: BIOSOLIDS HANDLING - Please answer the following questions regarding BIOSOLIDS HANDLING.

EK. Biosolids disposal (check all that apply)

- ☐ Landfill
- ☐ Land Application
- ☐ Give Away/Other Distribution

Part VI: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

EL. Number of new commercial/industrial connections in the last year? _____

EM. Number of new residential sewer connections added in the last year? _____

EN. Equivalent residential connections served? _____

Part VII: OPERATOR CERTIFICATION

EO. How many treatment system operators do you employ? _____

EP. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Treatment System by: First and Last Name, Grade, and email.

Grades: Grade I, Grade II, Grade III, and Grade IV. _____

EQ. Please list all other wastewater treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV. _____

ER. Please list all other wastewater treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV. _____

ES. Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? Yes No

Part VIII: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

ET. Have you implemented a written preventative maintenance program for your treatment system? Yes No

EU. Have you updated the treatment system operations and maintenance manual within the past 5 years? Yes No

EV. Please identify (below) the types of treatment equipment and processes installed at your facility.

Indicate as many as you need.

- ☐ Screens
- ☐ Grit Removal
- ☐ Primary Clarifier
- ☐ Imhoff Tanks
- ☐ Fixed Film Reactor
- ☐ Activated Sludge
- ☐ Aerobic Suspended Growth Variations
- ☐ Anaerobic Suspended Growth Variations
- ☐ Physical-Chemical Systems for Organic Removal w/o Secondary Treatment
- ☐ Physical-Chemical Systems for Organic Removal Following Secondary Treatment
- ☐ Membrane Filtration
- ☐ Suspended-Growth Nitrification and Denitrification
- ☐ Air Stripping
- ☐ Phosphorus Removal - Chemical
- ☐ Phosphorus Removal - Biological
- ☐ Ion Exchange
- ☐ Reverse Osmosis
- ☐ Media Filtration

- ☐ Dissolved Air Flotation
- ☐ Micro Screens
- ☐ Chlorine Disinfection
- ☐ UV Disinfection
- ☐ Effluent Use/Reuse

EW. To the best of my knowledge, the Mechanical Plant section is completed and accurate. True False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

Discharging Lagoon

EX. This form is completed by [name]? The person completing this form may receive Continuing Education Units (CEUs). _____

Part I: Influent Information - Please answer the following questions regarding INFLUENT into your lagoon.

EY. What is the design basis or rated capacity for average daily flow in MGD? _____

EZ. What is the design basis or rated capacity for average daily BOD loading in lb/day? _____

FA. What is the design basis or rated capacity for average daily TSS loading in lb/day? _____

FB. What was the 2023 average daily flow in MGD? _____

FC. What was the 2023 average daily loading for BOD in lb/day? _____

FD. What was the 2023 average daily loading for TSS in lb/day? _____

FE. What is the percent of capacity used by the 2023 average daily flow? _____

FF. What is the percent of capacity used by the 2023 average daily BOD load? _____

FG. What is the percent of capacity used by the 2023 average daily TSS? _____

Part II: EFFLUENT INFORMATION. - Please answer the following questions regarding EFFLUENT.

FH. How many notices of violation (NOV)s did you receive for this facility in 2023? _____

Part III: DISCHARGES - Please answer the following questions regarding DISCHARGES.

FI. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows? _____

FJ. How many days in the past year was there a bypass or overflow of wastewater at the facility due to equipment failure? _____

Part IV: FACILITY AGE - Please answer the following questions about FACILITY AGE. If your plant does not have the treatment unit please enter N/A.

FK. In what year was your HEADWORKS evaluated? _____

FL. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?

FM. What is the age of your HEADWORKS? _____

FN. In what year was your LAGOON evaluated? _____

FO. In what year was your LAGOONS (including aeration) most recently constructed, upgraded, or renewed? _____

FP. What is the age of your LAGOONS (including aeration)? _____

FQ. In what year was your DISINFECTION SYSTEM evaluated? _____

FR. In what year was your DISINFECTION SYSTEM most recently constructed, upgraded, or renewed?

FS. What is the age of your DISINFECTION SYSTEM? _____

FT. In what year was your LAND APPLICATION/DISPOSAL evaluated? _____

FU. In what year was your LAND APPLICATION/DISPOSAL most recently constructed, upgraded, or renewed? _____

FV. What is the age of your LAND APPLICATION/DISPOSAL? _____

Part V: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

FW. How many commercial/industrial connections were added in 2023? _____

FX. How many residential sewer connections were added in 2023? _____

FY. How many equivalent residential connections did you serve in 2023? _____

Part VI: OPERATOR CERTIFICATION - Please answer the following questions regarding OPERATOR CERTIFICATION

FZ. How many treatment operators do you employ? _____

GA. Utah administrative rules require all public system chief operators with Direct Responsible Charge (DRC) to be appropriately certified at no less than the facility's grade. Please list the designated Chief Operator/DRC for the Wastewater Treatment system below. Please give their first and last name, grade level, and email address. Grades: Grade I, Grade II, Grade III, and Grade IV. _____

GB. Please list all other Wastewater Treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. _____

GC. Please list all other Wastewater Treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV. Include operators with no certification. _____

GD. Is/are all your DRC operators currently certified at the appropriate grade level for this facility? Yes No

Part VII: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

GE. Have you implemented a preventative maintenance program for your treatment system? Yes No

GF. Have you updated the treatment system operations and maintenance manual within the past five years? Yes No

GG. Identify the types of treatment units at your facility.

- ☐ Screening
- ☐ Grit Removal
- ☐ Lagoon Variations
- ☐ Phosphorous Treatments
- ☐ Chlorine Disinfection
- ☐ UV Disinfection
- ☐ Land Application/Disposal

GH. To the best of my knowledge I certify the discharging lagoon portion of the MWPP survey to be correct and accurate. True False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

Non-Discharging Lagoon

GI. This form is completed by [name]? The person completing this form may receive Continuing Education Units (CEUs). _____

Part I: INFLUENT INFORMATION - Please answer the following questions regarding INFLUENT into your lagoon.

GJ. What is the design basis or rated capacity for average daily flow in MGD? _____

GK. What is the design basis or rated capacity for average daily BOD loading in lb/day?

GL. What is the design basis or rated capacity for average daily TSS loading in lb/day?

GM. What was the 2023 average daily flow in MGD? _____

GN. What was the 2023 average daily loading for BOD in lb/day? _____

GO. What was the 2023 average daily loading for TSS in lb/day? _____

GP. What was the percent capacity used by the 2023 average daily flow? _____

GQ. What was the percent capacity used by the 2023 daily average BOD? _____

GR. What was the percent capacity used by the 2023 daily average TSS? _____

Part II: FACILITY AGE - Please answer the following questions about FACILITY AGE. If your plant does not have the treatment unit please enter N/A.

GS. In what year was your HEADWORKS most recently evaluated? _____

GT. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?

GU. What is the age of your HEADWORKS? _____

GV. In what year was your LAGOONS (including aeration) evaluated? _____

GW. In what year was your LAGOONS (including aeration) most recently constructed, upgraded, or renewed? _____

GX. What is the age of your LAGOONS (including aeration)? _____

GY. In what year was your DISINFECTION SYSTEM evaluated? _____

GZ. In what year was your DISINFECTION SYSTEM evaluated? _____

HA. What is the age of your DISINFECTION SYSTEM? _____

HB. In what year was your LAND APPLICATION/DISPOSAL evaluated? _____

HC. In what year was your LAND APPLICATION/DISPOSAL most recently constructed, upgraded, or renewed? _____

HD. What is the age of your LAND APPLICATION/DISPOSAL? _____

Part III: DISCHARGES - Please answer the following questions regarding DISCHARGES.

HE. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows? _____

HF. How many days in the past year was there a bypass or overflow of wastewater at the facility due to equipment failure? _____

Part IV: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

HG. How many commercial/industrial connections were added in 2023? _____

HH. How many residential sewer connections were added in 2023? _____

HI. How many equivalent residential connections did you serve in 2023? _____

Part V: OPERATOR CERTIFICATION - Please answer the following question regarding OPERATOR CERTIFICATION.

HJ. How many treatment operators do you employ? _____

HK. Utah administrative rules require all public system chief operators with Direct Responsible Charge (DRC) to be appropriately certified at no less than the facility's grade. Please list the designated Chief Operator/DRC for the wastewater treatment system below. Please give their first and last name, grade level, and email address. Grades: Grade I, Grade II, Grade III, and Grade IV. _____

HL. Please list all other wastewater treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. _____

HM. Please list all other wastewater treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. Include operators that are not certified. _____

HN. Is/are all your DRC operators currently certified at the appropriate grade level for this facility? Yes No

Part VI: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

HO. Have you implemented a preventative maintenance program for your treatment system? Yes No

HP. Have you updated the treatment system operations and maintenance manual within the past five years? Yes No

HQ. To the best of my knowledge I certify the non-discharging lagoon portion of the MWPP survey to be correct and accurate. True False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as

accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

Adopt & Sign

HR. I have reviewed this report and to the best of my knowledge the information provided in this report is correct. ☒ True ☐ False

HS. Has this been adopted by the City Council or District Board? Yes ☐ No ☒

"If No"

HT. What date will it be presented to the City Council or District Board? 5/2/2024

"If Yes"

HU. What date was this adopted by City Council or District Board? _____

(At this point you can choose to have a copy of your responses sent to you in a report, if you turn it on before you submit.)

THE END

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

Item Number: 5.C.

Subject:

Proposal Bid Award – Transportation Master Plan Update – Wall Consultant Group – Resolution 24-19

Background:

Resolution 24-19 authorizes the execution of an agreement between Layton City and Wall Consultant Group (WCG) for consulting services for the Transportation Master Plan Update (TMPU). The purpose of this project is to provide the City with an update to the Transportation Master Plan. The TMPU will provide the City with an updated Transportation Master Plan, Capital Facilities Plan, Impact Fee Facility Plan, and Impact Fee Analysis.

The City solicited proposals from four consultants for the TMPU and received two proposals, on April 2, 2024, with WCG submitting the lowest responsive, responsible bid in the amount of \$140,103. The engineer's estimate was \$150,000.

Alternatives:

Alternatives are to: 1) Adopt Resolution 24-19 awarding the contract to Wall Consultant Group for the Transportation Master Plan Update; 2) Adopt Resolution 24-19 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 24-19 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 24-19 awarding the contract to Wall Consultant Group and authorizes the City Manager to execute the agreement for the Transportation Master Plan Update.

RESOLUTION 24-19

A RESOLUTION AUTHORIZING THE ADOPTION OF AN AGREEMENT WITH WALL CONSULTANT GROUP TO PROVIDE CONSULTING SERVICES FOR THE TRANSPORTATION MASTER PLAN UPDATE

WHEREAS, Layton City (City) has previously completed and adopted the Transportation Master Plan by the City Council; and

WHEREAS, the City solicited proposals from four consultants for the Transportation Master Plan Update (TMPU) and received two proposals on April 2, 2024 with the result of this proposal attached hereto, for the Council's review; and

WHEREAS, City Staff has reviewed and evaluated the response to the Request for Proposals and has found it to be in the best interest of the City and citizens of Layton City to conditionally select Wall Consultant Group (WCG) as the consultant for the Transportation Master Plan Update.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:

1. WCG is conditionally selected as the lowest responsive and responsible engineering consultant with whom the City Manager should conduct negotiations for the TMPU.

2. The City Manager is directed to conduct negotiations for an agreement (Agreement) with Wall Consultant Group for the TMPU. The terms of the Agreement shall address the terms and conditions of the proposal as well as the price contained in the proposal submitted by WCG that are consistent with the intent of the proposal. The Agreement shall include such other provisions as are deemed necessary to accomplish the purposes of the City in entering an agreement for the TMPU.

3. When the Agreement is in a form acceptable to the City Manager and City Attorney and after WCG has properly executed said Agreement, the City Manager is authorized to execute the Agreement on behalf of the City. Execution of the Agreement by the City Manager shall constitute the City's acceptance of the offer by WCG and the formal award of the contract to WCG for the TMPU, pursuant to the terms and conditions of the Agreement.

PASSED AND ADOPTED by the City Council of Layton, Utah this **2nd** day of **May, 2024**.

JOY PETRO, Mayor

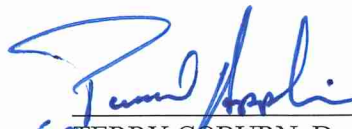
ATTEST:

KIMBERLY S READ, City Recorder

APPROVED AS TO FORM:



CLINTON R. DRAKE, City Attorney



TERRY COBURN, Department Director

LAYTON CITY CORPORATION REQUEST FOR PROPOSAL

Please include this sheet as the cover for your proposal. Mark proposals as follows:

“Layton City Transportation Master Plan”

Mail / Hand Deliver to: Layton City Public Works Engineering
437 N Wasatch Drive, (Lower Level)
Layton, UT 84041

Electronic Copy Deliver to: Mike Calarino, mcalarino@laytoncity.org

Proposals will be accepted until: Tuesday, April 2, 2024 at 5:00 P.M. MDT.

This proposal shall include all costs associated with completing the Layton City Transportation Master Plan, Capital Facilities Plan, Impact Fee Facilities Plan and Impact Fee Analysis.

Company Name: Wall Consultant Group (WCG)

Address: 2139 S 1260 W Salt Lake City, UT 84119-1464

Telephone: 801-449-1173 Email: jeremy.searle@wcg.us

Contact Person: Jeremy Searle Telephone: 801-669-7345

Total Proposal Price for TMP, CFP IFFP, & IFA: \$140,103.00

Anticipated Project Completion: 8 months

Addendums acknowledged (if applicable): _____

Additional Comments (attach additional sheets if necessary): _____

Layton City reserves the right to accept or reject this proposal, or any portion thereof, and call for new proposals if their interests or convenience are better served by such a course.

Authorized Signature:  Date: 04/02/2024



Mike Calarino, Staff Engineer | mcalarino@laytoncity.org
 Layton City Public Works Engineering Dept
 437 N Wasatch Drive
 Layton, UT 84041

Subject: Layton Transportation Master Plan, Capital Facilities Plan, Impact Fee Facilities Plan, Impact Fee Analysis

Dear Selection Committee,

WCG is excited to offer our expertise, in conjunction with Zions Bank, to work with Layton City Staff to create a Transportation Master Plan (TMP), Capital Facilities Plan (CFP), Impact Fee Facilities Plan (IFFP), and Impact Fee Analysis (IFA). Our approach will:

- ✔ Build on and update existing City information (such as GIS mapping, planned transportation infrastructure, and multi-modal opportunities)
- ✔ Guide future transportation decisions and investments based on the city's vision
- ✔ Create an accurate and defensible impact fee structure that allows new development pay for itself
- ✔ Develop a transportation system that provides safe and efficient access for all users and travel modes while promoting public health and quality of life

In the past 18 years, WCG has created dozens of transportation master plans and provided transportation planning and traffic engineering services throughout Utah and Idaho. Many of these services have been in and around Layton City. Additionally, **WCG and Zions Bank have worked together on many occasions to help cities create or update their transportation impact fees.** Susie Becker has joined our team to consult on the master planning process and impact fee facilities plan to ensure it is a smooth process to finalize the impact fee analysis and implementation.

Jeremy and the WCG staff also have extensive experience in the area. **We recently finished the traffic analysis for the US-89 & Gordon Avenue Town Center Plan and are currently working on the Layton FrontRunner Station Area Plan.** WCG also recently completed the transportation master plan for Syracuse, West Point, South Weber, Farmington, and Harrisville, along with others along the Wasatch Front. These efforts give WCG a head-start on refining the WFRC travel demand model. **Having already updated socioeconomic data, projected growth, densities,**

and plans for neighboring cities, WCG will be better informed on the transportation master planning effort for Layton.

WCG has immediate availability for this project. We will be completing the South Jordan City TMP in the next month and can smoothly transition our transportation planning team to this project. We are committed to providing Layton City with the very best product and services.

By selecting WCG, Layton City will gain:

- ✔ An experienced firm that knows Layton and is dedicated to meeting all of the City's needs
- ✔ A quality transportation master plan with a focused effort to provide safe and efficient access to all users and modes of travel
- ✔ A team that is flexible, innovative, and able to adjust well to challenges that may arise
- ✔ A team with extensive experience in transportation impact fees
- ✔ A team that understands the complex relationship between land use and transportation

We appreciate your time and consideration of our proposal and look forward to helping you create the transportation master plan needed to guide the City's future growth and development. Please contact Jeremy Searle at **801-669-7345 / jeremy.searle@wcg.us** for any questions or to discuss further.

Sincerely,



Jeremy Searle, PE, PTOE, RSP₁
 Project Manager



Dozens
of Planning
Studies
in Utah
CG

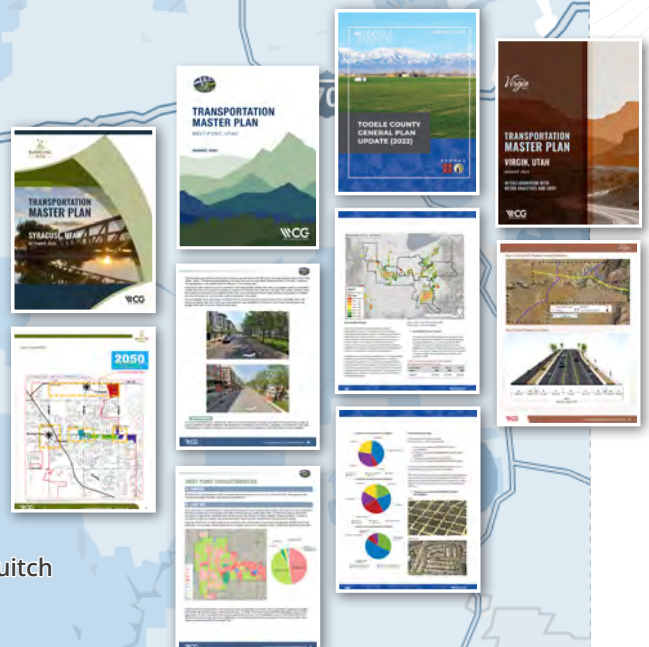
- 📍 TMPs
- 📍 General Plans
- 📍 Station Area Plans
- 📍 Downtown Plans
- 📍 Active Transportation Plan
- 📍 UDOT Solutions Development Studies
- 📍 Traffic Calming Manuals / Programs
- 📍 Regional Grid Study
- 📍 Impact Fee Studies

- Bryce Terry, Herriman City
Traffic Engineer

SR-258 & SR-118

📍 US-89 & SR-9; Kanab to Panguitch

La Verkin; SR-9 Virgin TMP SR-9; Virgin



REFERENCES



BRIAN BLOEMAN, PE
Syracuse City Engineer
(801) 614-9630



NATE NELSON, PE
West Jordan City Engineer
(801) 569-5072



BRAD KLAVANO, PE
City Engineer
(801) 254-3742

WEST JORDAN TMP, CFP | 2024

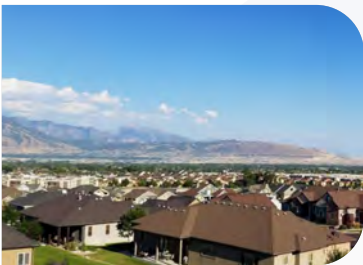
Contact: Nate Nelson, PE, City Engineer, (801) 569-5072
 Population: 117,000



- East/west connection in West Jordan are extremely constrained and a major bottleneck for future growth. We developed a range of innovative solutions that incorporated roadway, transit, and active transportation solutions.
- Developed roadway, active transportation, and transit capital facilities plan.
- Focused on extensive public outreach.

SOUTH JORDAN TMP, CFP, IFFP, AND IFA | 2024

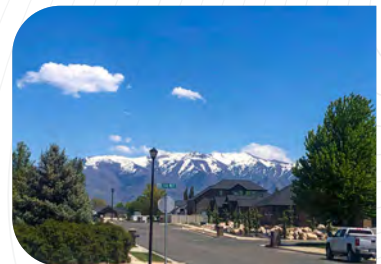
Contact: Brad Klavano, PE, City Engineer, (801) 254-3742
 Population: 84,000



- Performed a comprehensive city-wide safety analysis and developed a list of targeted safety improvements the city could implement.
- Completed data collection, calibrated travel demand models, and analyzed detailed land use and build-out conditions.
- Identified recommended improvements, created a phased project list, compiled a capital facilities plan, and updated the transportation impact fees.
- We have expertise in transportation impact fees that play a crucial role to the success of this project.

SYRACUSE TMP, CFP, IFFP, & IFA | 2023

Contact: Brian Bloeman, PE, Syracuse City Engineer, (801) 614-9630
 Population: 36,000



- Completed a detailed update of the WFRC travel demand model.
- Recognize that West Davis Corridor is a new freeway that dramatically changes travel patterns, land use, and needed transportation infrastructure.
- Completed a detailed master plan that will meet these growing travel demands.
- Evaluated active transportation, transit, roadways, cross sections, intersection improvements, and completed stakeholder coordination throughout the project
- Completed a detailed capital facilities plan, impact fee facilities plan, and impact fee analysis to implement transportation impact fees for new development.

HARRISVILLE TMP, CFP, IFFP, IFA | 2023

Contact: Matt Robertson, PE, Harrisville City Engineer, (801) 476-9767
 Population: 7,000



- Provided detailed existing conditions analysis and data collection.
- Refined the WFRC travel demand model to better represent key collectors and arterials and future growth.
- Met future transit demands.



- Prioritized roadway and intersection projects in the capital facilities plan, along with cost estimates, phasing, and information for transportation impact fees.
- Created a functional class map, future roadway map, City cross-sections, and a detailed capital facilities plan.

SALEM TMP, CFP, IFFP, & IFA | 2022–2023

Contact: *Bradey Wilde, PE, Salem City Engineer, (801) 423–2770*
Population: 11,000



- Created Salem City's TMP, which included extensive coordination with MAG, UDOT, UTA, Utah County, Spanish Fork, Payson, Woodland Hills, and Elk Ridge.
- Refined the travel demand model for more granularity in the area.
- Address the demand and improve the grid network throughout south Utah County.
- Provided a transportation master plan that included a comprehensive transportation evaluation of the City including school zones, truck traffic, traffic calming, policy, intersection evaluation & concepts, access management, and safety.
- Completed a story map to assist in public outreach.

FARMINGTON TMP | 2007–CURRENT

Contact: *Chad Boshell, PE, City Engineer, (801) 939–9287*
Population: 26,000



- Served as Farmington City's traffic engineering consultant since 2007.
- Understand Farmington's unique location at the convergence of four freeway systems requires an attentive and balanced approach.
- Maintain and enhance the City's multi-modal transportation system, connectivity, sense of place, and overall livability
- Maintain the transportation master plan, reviews traffic impact studies, analyzes intersection

operations and various studies, and manages neighborhood traffic calming.

- Collect and analyze traffic data, complete school zone assessments, and complete long and short-range corridor planning (among other things).

HERRIMAN TMP, CFP, IFFP & IFA | 2021–2022

Contact: *Bryce Terry, PE, Assistant City Engineer, (801) 285–9707*
Population: 60,000



- We were asked to complete this project based on our success and excellence completing the active transportation master plan.
- Completed travel demand models for four different scenarios to identify an optimal roadway network.
- Identified future projects, cost estimates, and transportation impact fee calculations were also completed as part of this effort.
- Provided extensive coordination with the City, County, adjacent municipalities, Wasatch Front Regional Council (WFRC), UDOT, and UTA.
- Provided public outreach that includes multiple public meetings, a public open house, and other opportunities to solicit feedback from citizens.

WEST POINT TMP, CFP, IFFP & IFA | 2021–2022

Contact: *Boyd Davis, PE, City Engineer, (801) 776–0970*
Population: 12,000



- Completed the transportation master plan, capital facilities plan, and impact fee facilities plan.
- Provided a detailed sub-area plan for a downtown corridor.
- Reviewed city ordinances and standards to determine which should be updated to accommodate the future growth expected in the area.
- Worked closely with the City to plan for the annexation areas adjacent to the city with an expanded roadway network, while providing excellent connectivity throughout the community.
- Identified future transportation projects and



developed a capital facilities plan with associated transportation impact fees.

SOUTH WEBER TMP, CFP, IFFP, & IFA | 2022

Contact: Brandon Jones, PE, South Weber City Engineer, (801) 476-9767
Population: 9,000



- Completed a capital facilities plan and impact fee facilities plan.
- Refined the travel demand model to represent the planned growth.
- Identified the needed roadway and intersection projects, created a phased implementation plan, and completed the impact fee calculations following state regulations.
- Developed a sub-area plan for the South Weber Drive (SR-60) & 2700 East area.
- Performed a detailed land use and traffic operations analysis to create a successful economic hub while providing safe and efficient traffic operations.

GARLAND TMP & CFP | 2021-2022

Contact: Todd Freeman, PE, City Engineer, (801) 866-3765
Population: 3,000



- Completed the transportation master plan.
- Evaluated the facility type of all roadways to ensure the proper facility and roadway cross-section.
- Updated standard cross-sections to ensure adequate roadway capacity and accommodation of bicycle and pedestrian facilities.
- Worked closely with the Garland City Council to plan for new growth and an expanded roadway network while providing excellent connectivity throughout the community.
- Identified future projects and developed a capital facilities plan with associated transportation impact fees.

VIRGIN TMP & CFP | 2023

Contact: Mayor Jean Krause, Town of Virgin Mayor, (435) 680-6823
Population: 700



- Completed the transportation master plan.
- Helped Virgin manage their unique transportation challenges (close proximity to Zion National Park) by including roundabouts in the capital facilities plan at key intersections on either side of the Town.
- Outlined a plan for improving safety at key intersections, calms and slows traffic passing through, and provides a gateway feature for the Town.
- Recommended key connections for the discontinuous community.
- Evaluated the active transportation network (connections to mountain biking trails and a backbone paved trail system).

DAYBREAK TMP | 2009-CURRENT

Contact: Gary Langston, Land Development Director, (801) 913-7016
Population: 44,000



- Manage all transportation master planning and traffic operations efforts for the Daybreak development since 2009.
- Facilitate the art of placemaking and creating a culture of connectivity for all modes of travel and all types of land uses.
- Provide context-sensitive designs, corridor analysis, smart growth elements, transportation system performance measures, innovative intersection design and operations, traffic operations and simulation modeling, and travel demand modeling.
- Regularly complete entity/agency coordination and facilitation and public involvement activities.



EASTERN SUMMIT COUNTY TMP | 2020

Contact: Derrick Radke, PE, Summit County Public Works Director, (435) 640-0821
Population: 43,000



- Completed the East Summit County TMP that evaluated the current and future roadway network based on County zoning changes.
- Gathered existing

traffic volumes at six intersections and 18 regionally significant roadways and completed a capacity analysis on existing intersections and roadways.

- Assigned a level of service based on Highway Capacity Manual (HCM) methodologies.
- Calculated traffic volumes and distributed those to analyze the intersections and roadways and determine a future level of service.

TOOELE COUNTY TMP, CFP | 2023

Contact: Rachelle Custer, Tooele County Community Development Director, (435) 843-2160, rcuster@tooeleco.org
Population: 80,000



- Updated the Tooele County Transportation Master Plan in 2023.
- Updated and refined the statewide travel demand model to evaluate the existing

future transportation needs for the county.

- Developed a proposed grid network to help alleviate the traffic congestion that is currently concentrated on a few key routes.
- Worked closely with the county to identify key regional routes that the county should maintain control of as development continues.
- Developed a phased capital facilities plan to guide transportation investment into the future.

OREM IFFP, IFA | 2023-2024

Contact: Taggart Bowen, Orem City Engineer, (801) 229-7316, trbowen@orem.gov
Population: 98,000



- Reviewed the Orem City Transportation Master Plan (2023) and worked with City staff to identify the transportation projects, costs and AADT estimates.
- Completed a travel demand modeling analysis to determine the existing capacity for the CIP roadway projects, the amount of capacity utilized by new development, and the amount of cut-through traffic.
- Evaluated the impact fee eligibility of the CIP projects and determined what projects could be funded with other sources.
- Calculated the transportation impact fee and prepared the document for the IFFP and IFA.

GORDON AVE & HIGHWAY 89 TOWN CENTER PLAN | 2023

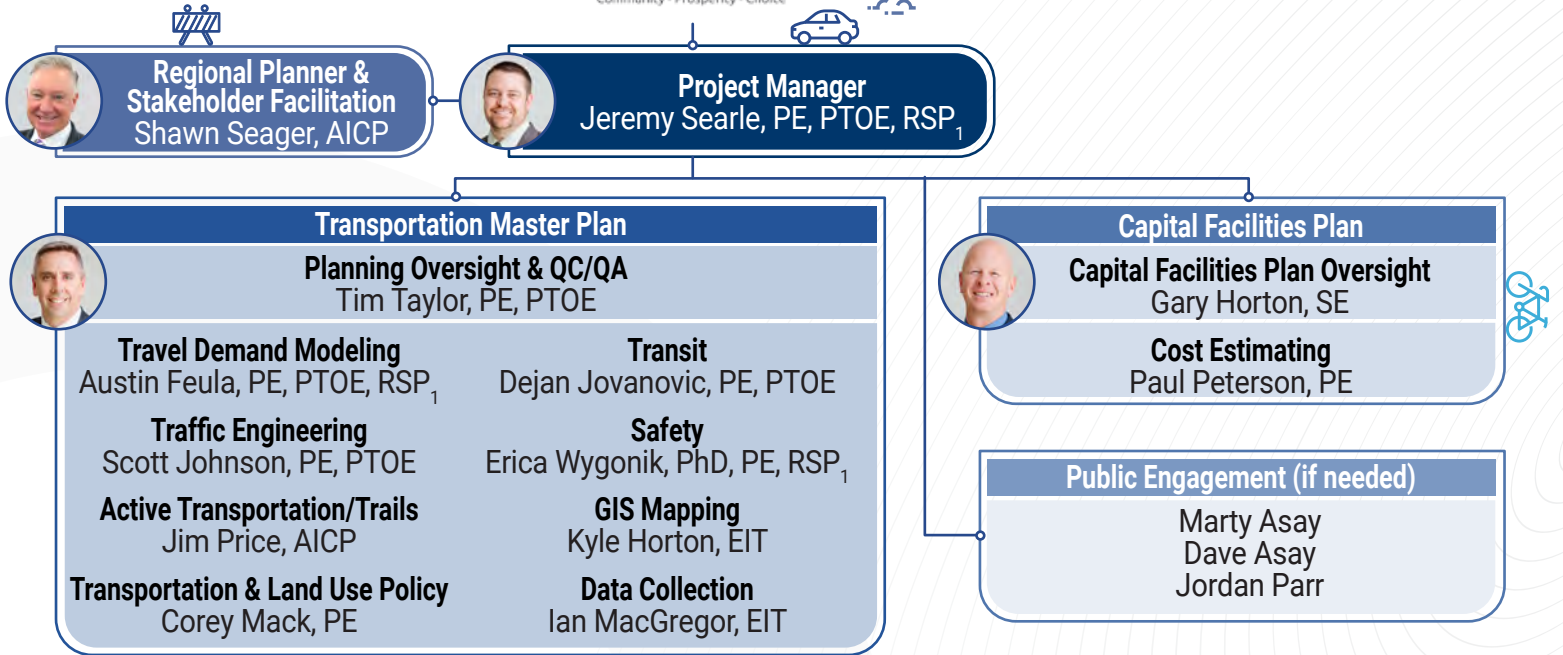
Contact: Weston Applonie, Layton City Planner, (801) 336-3445, wapplonie@laytoncity.org



- Established a master development plan with Psomas for the recently constructed Gordon Avenue interchange along Highway 89.
- Identified unique national amenities, landmarks, and cultural identity to tie this area together with urban design.
- Conducted a market study to set a baseline for development potential, creating a transportation reinvestment zone (TRZ) and multimodal transportation network.
- Connect regional/local trails and street grids, developing a branded site plan that enhances the surrounding opportunities, views, and character, and setting design standards for UDOT and the City to use to select a master developer for the area.
- Introduced potential development teams that may have an interest in developing the area.



ORGANIZATION AND APPROACH



JEREMY SEARLE, PE, PTOE, RSP₁
PROJECT MANAGER

- Syracuse TMP, CFP, IFFP, IFA
- South Jordan TMP, CFP, IFFP, IFA
- West Point TMP, CFP, IFFP, IFA
- South Weber TMP, CFP, IFFP, IFA

14 Years' Experience

Jeremy is the Transportation and Planning Division Manager at WCG and is currently the project manager (PM) for the West Jordan and South Jordan TMPs. Jeremy has completed dozens of transportation master plans across the state, including several right around Layton (Syracuse, West Point, South Weber, Farmington, Harrisville and Weber County). Jeremy also has extensive experience with transportation impact fees, guiding the creation of Orem, South Jordan, Herriman, West Point, Syracuse, Bluffdale, Salem, Harrisville, South Weber, and Spanish Fork. Jeremy is committed to meeting the needs of the City and providing a quality master plan that will guide Layton's transportation infrastructure decisions into the future.

SHAWN SEAGER, AICP
REGIONAL PLANNER & STAKEHOLDER FACILITATION

- West Point TMP, CFP, IFFP, IFA
- Farmington TMP
- Syracuse TMP, CFP, IFFP, IFA
- Payson, Utah Gateway Plan

36 Years' Experience

Shawn has partnered with UDOT region planners and local government engineers to design regional and local streets that are safe for pedestrians and bicyclists. He recently retired as the regional planning director at Mountainland Association of Governments in Orem, Utah after a 34-year career in local government regional planning. While at MAG, Shawn was chair of the Unified Transportation Plan Financial Committee and developed both rural and urban regional transportation plans, developed the Heber Valley Bypass Corridor, Provo River Parkway Trail, Connecting Heber Valley to Transit Service Study, and managed a team of lobbyists.





TIM TAYLOR, PE, PTOE, RSP, PLANNING OVERSIGHT & QC/QA

- Daybreak TMP
- South Jordan TMP, CFP, IFFP, IFA
- Farmington TMP

31 Years' Experience

Tim creates and facilitates innovative transportation solutions that fit within the parameters of unique area and land use contexts. Tim's experience includes large-scale transportation and infrastructure master planning, corridor planning, area-wide travel demand forecasting, context-sensitive street design, policy development, impact assessment, and access management. His work on hundreds of transportation planning efforts addresses a full range of planning, operational, and design issues related to interchanges, intersections, corridors, active transportation and transit facilities, site access, circulation, and parking.



GARY HORTON, SE CAPITAL FACILITIES PLAN OVERSIGHT

- Jeremy Ranch Roundabouts, Underpasses, and Trails
- US-40 and SR-248 Intersection Improvements
- SR-224 Pedestrian Crossing Feasibility Study

26 Years' Experience

Prior to joining WCG, Gary was the Summit County engineer and has developed and implemented a capital facilities plan from the public sector. Gary's experience will help guide the development of a capital facilities plan for Layton City. Gary has more than 26 years of experience as a civil engineer—with an emphasis on projects—from the planning phase through construction. Gary has worked on various projects that meet Layton's goals to encourage multiple modes of transportation. Gary's background in project management, combined with his extensive engineering technical knowledge, will provide Layton City with a Capital Facilities Plan that is accurate and easy to implement.



PAUL PETERSON, PE COST ESTIMATING

- Herriman TMP, CFP, IFFP, IFA
- South Jordan TMP, CFP, IFFP, IFA
- Syracuse TMP, CFP, IFFP, IFA

20 Years' Experience

Paul has been involved in transportation planning, roadway design, and construction for 20 years. Paul has led design efforts for dozens of projects throughout Utah. He is currently the project manager for several signal and roadway projects throughout Utah. Using his knowledge of the local construction market, Paul has prepared hundreds of cost estimates

for city, county, and UDOT projects throughout Utah. These projects include funding applications, transportation master plans, concept designs, and concept estimates for road and bridge projects.



AUSTIN FEULA, PE, PTOE TRAVEL DEMAND MODELING

- Syracuse and West Point City TMPs
- Daybreak TMP
- Farmington TMP

11 Years' Experience

Austin has significant experience projecting future traffic volumes and then utilizing those projections to determine roadway cross sections and design. He is intimately familiar with this Davis County having recently worked with Syracuse, West Point, and Farmington. He led the travel demand modeling on 10+ TMPs throughout the state over the last few years. Austin helped develop the Summit County portion of the travel demand model from scratch. His experience and knowledge of the travel demand model make him a valuable resource when refining and updating the travel demand model to fit Layton's unique changes and growth.



SCOTT JOHNSON, PE, PTOE TRAFFIC ENGINEERING

- West Point TMP, CFP, IFFP, IFA
- Santaquin Regional Grid Study
- Provo/Orem BRT Analysis
- Layton LDS Temple Traffic Impact Study

9 Years' Experience

Scott is a traffic engineer at WCG specializing in traffic microsimulation analysis and traffic planning. He received his bachelor and master of science degrees in civil engineering from Brigham Young University in 2010 and 2012. Since then he has completed numerous traffic impact studies, corridor plans, and small area plans. His expertise has contributed to numerous planning efforts in cities such as West Jordan, Santaquin, Park City, and Syracuse. He has also served as the traffic engineer for several design projects throughout the state.



JIM PRICE, AICP ACTIVE TRANSPORTATION/TRAILS

- MAG RTP Grid Build-Out
- MAG MPO Fully Integrated Region-Wide Active Transportation Plan
- Statewide Unified Plan (Active Transportation)

24 Years' Experience

Jim's expertise lies in bridging the gap between engineers and the communities they serve—he has a



wealth of knowledge that helps his team and clients understand and mitigate the challenges of their projects. His experience as a project manager for six MPO regional transportation plans has led to a deep understanding of how statewide collaborative plans between UDOT, MPOs, UTA, local governments, and county governments work. A few examples of Jim's projects include the MAG RTP Fully Integrated Region-Wide Active Transportation Plan and the Statewide Unified Plan.



COREY MACK, PE, PTOE TRANSPORTATION & LAND USE POLICY

- Salem and West Point TMP
- Kimball Junction DPRE Transportation Study Peer Review
- SR-258 / SR-118 Corridor Study
- Road Space Reallocation Projects

18 Years' Experience

Corey assists towns, cities, counties, and regional and statewide organizations in identifying transportation needs. In his experience helping develop and refine transportation and land use policies, he works collaboratively with stakeholders to identify their challenges, inform discussion and decisions, and develop innovative and intuitive policy solutions to meet the needs of our evolving communities. Most recently, Corey is applying these skills to lead the community evaluation of the preferred intersection treatment at a congested freeway interchange.



DEJAN JOVANOVIC, PE, PTOE, RSP, TRANSIT

- Roadway Widening, I-15, Lagoon to Layton Pkwy, UDOT
- SR-108; SR-126 to 1000 West, UDOT
- Park Avenue Roadway Diet - Roadway Reconstruction, Park City, Utah

16 Years' Experience

Dejan possesses a unique skill set for tackling diverse transportation challenges including traffic operations, safety analysis, GIS, and roadway design. His expertise encompasses traffic simulations, safety improvements, roadway, signal, lighting and ITS design, and GIS applications. He can seamlessly integrate these skills to tackle diverse transportation challenges and deliver impactful solutions. He was traffic/transit engineer for the Taylorsville-Murray environmental study where he developed traffic models and analyzed BRT systems.



ERICA WYGONIK, PHD, PE SAFETY

- UDOT Traffic & Safety Traffic Studies team
- UDOT Traffic Operations On-Call Support Services
- Vermont State Highways On-Road Bicycle Facilities Plan

20 Years' Experience

Erica excels at evaluating safe system strategies across transportation modes and is skilled at developing simple, yet robust solutions to serve public agencies. For UDOT, she has served as a consultant for the Division traffic studies retainer and supports safety efforts through crash data analysis, site-specific evaluations, and development of the new speed management study processes. She supports both the PSA process and the SPICE/CAP-X process. She also has extensive experience planning for safe and effective active transportation.



KYLE HORTON, EIT GIS MAPPING

- West Point TMP, CFP, IFFP, IFA
- South Jordan TMP, CFP, IFFP, IFA
- Salem TMP, CFP, IFFP, IFA

7 Years' Experience

Kyle excels at using GIS to assist in transportation analysis and planning efforts. Kyle is proficient with ESRI products in developing GIS map applications and graphics. He has led the mapping efforts on various transportation master plans and has produced dozens of ArcGIS Story Maps for various transportation planning projects. Kyle understands the importance of properly displaying geospatial data to assist in making transportation planning decisions. He specializes in creating connected transportation networks that serve the needs of the communities involved.



IAN MACGREGOR DATA COLLECTION

- Highland Traffic Calming & Pedestrian Safety Manual
- Virgin Utah TMP
- West Point TMP, CFP, IFFP, IFA

2 Years' Experience

Ian has recently graduated from Brigham Young University with a bachelor's degree in Civil Engineering and is currently working on his master's degree. He is doing research for UDOT on how to implement the Safe System Approach to intersections in Utah. Having collected data and performed site visits throughout Utah for the last several years, Ian's familiarity with the area allows him to quickly and thoroughly collect accurate data.

APPROACH

WCG has carefully reviewed the scope of work outlined in the RFP and is confident that the entire scope can be completed within budget and on schedule. An outline of our approach to the project is provided in the following pages. We have put together our approach based on our understanding of the needs of the City. However, **we are willing to update or change any portion of the approach, schedule, or budget to better fit Layton City's vision for this project.** We plan to meet with the City to refine the final work plan, schedule, and budget. Our discussion will center on the vision and goals of the project, deliverables that are designed to meet those goals, and a schedule that will allow us to collaborate with the City, address concerns, and create quality deliverables in a timely manner.

We believe we have the ideal staff to achieve all the goals of this project including an experienced project manager, an expert travel demand modeler, active transportation and transit specialists, safety analysts, professionals experienced in transportation impact fee analysis, and design engineers that understand the needs of the City and can create accurate cost estimates.

TASK

1

PROJECT MANAGEMENT COORDINATION & ADOPTION

WCG will hold a kickoff meeting with Layton City to discuss your vision, goals, and objectives. We want to be sure that we meet your needs and expectations. We will also include Zions Bank at the kickoff meeting to ensure our scope of work and analysis framework are compatible with the requirements for the impact fee process. **Including the financial consultant early in the process ensures the IFFP is completed smoothly and can be easily transferred to complete the impact fee analysis (IFA). We have worked many times with Zions Bank on transportation impact fees and are confident we can provide an accurate and defensible IFFP and IFA.**

We plan to **meet monthly with City staff in-person** to discuss the progress of the project, make decisions, and receive feedback. We will also hold **bi-weekly meetings online as necessary** to ensure that we have proper feedback, involvement, and progress on the master plan. In addition, we understand how critical it is to keep elected officials and other key stakeholders updated on the progress of the master plan. Therefore, we will hold two stakeholder meetings at key points in the master planning process with representatives from the planning commission, city council, police and fire chiefs, and other key stakeholders to achieve buy-in on the process.

WCG has also found it extremely beneficial to hold a neighboring jurisdiction and partner agency

coordination meeting early on in the project. **WCG has followed this process on multiple master plans, including the Syracuse TMP, where representatives from Layton and other surrounding cities, UDOT, UTA, WFRC, etc. were invited to share their plans, discuss projects, and coordinate on key roadways, trails, and other connections.** WCG plans to do the same with this TMP, and will invite Kaysville, Syracuse, Clearfield, South Weber, Hill Air Force Base, Davis County, UTA, WFRC, and UDOT to coordinate on long range planning efforts.

WCG will also present on the progress of the TMP at one Planning Commission meeting and two City Council meetings. Jeremy has presented at hundreds of planning commission and city council meetings, and is skilled at explaining technical concepts in a simple and understandable manner. Jeremy also served on his local planning commission for seven years and understands their commitment and attention to detail.

Throughout the project WCG will develop multiple maps, layers, and information regarding roadway, active transportation, transit, and capital facilities plans using ESRI GIS software. WCG will provide all shapefiles and databases to Layton City for future use. WCG will also provide final copies of the TMP in both digital and hard copy format.

Estimated Schedule: Approximately Eight Months–Adoption in December 2024

Deliverables: Final work plan, budget, schedule, coordination meetings, planning commission & city council meetings, final TMP, CFP, IFFP, & IFA.



EXISTING CONDITIONS ANALYSIS

WCG will coordinate with City staff to identify and document the existing planning efforts and data sources. WCG will review the Layton General Plan, previous active transportation plan, TMP, UDOT corridor agreements, and area plans / supporting information to distill and isolate the relevant concepts, intentions, goals, and objectives developed by these plans. These past planning efforts and existing conditions will form foundational elements from which the TMP will build upon. For the City TMP to be comprehensive and relevant, it must be responsive to the transportation needs and current planning efforts of the community.

WCG will **collect 24-hour traffic counts at up to ten locations within the City as well as peak hour turning movement counts at four key intersections.** WCG will also evaluate available data from UDOT, WFRC, the City, and other sources. WCG will utilize existing data sources to document relevant transportation information (traffic volumes, speeds, vehicle classification, crash data, turning movement counts, bicycle and pedestrian counts, and other available information). This data will be supplemented with available passively-collected data sets to evaluate larger transportation trends. All of this data will be used to illustrate the current state and recent trends in the transportation environment in the City.

WCG will work closely with the Layton planning

department to better understand planned land use, projected development and population, and areas of growth in the City to update the socio-economic data in the WFRC travel demand model. WCG will use the gathered existing conditions data, to evaluate the existing conditions of the transportation system. **This will include a review of the connectivity of the City, and developing an existing intersection control map, an existing functional class map, an existing transit map and an existing active transportation map.** Using the WFRC travel demand model, the general plan map, previous travel demand modeling exercises for neighboring communities, and collected data, WCG will calibrate the travel demand model for existing conditions. Using the output from the model, WCG will create an existing conditions level of service map to identify the current conditions, bottlenecks, and over capacity roadways. These analyses will form the basis of our future conditions analysis.

WCG will hold an existing conditions review meeting with the stakeholder committee to update them on our progress and analyze the existing conditions. WCG will solicit feedback from the stakeholder committee and incorporate this feedback into the master planning process. All maps, information, and analysis results will be incorporated into GIS format and shared with Layton City.

Estimated Schedule: Completed by approximately the first week in June

Deliverables: Incorporation of existing plans and documents

FUTURE CONDITIONS ANALYSIS

WCG will develop future no-build and build model scenarios for future 2034 (10 years out to meet impact fee analysis requirements) and future 2050 horizon years. Using the results from the travel demand modeling, WCG will develop future roadway classifications, keeping in mind City goals, connectivity, and safety. WCG will use the model

WCG has a head-start on the travel demand modeling having already refined the socio-economic data for West Point, Syracuse, South Weber, and Farmington



results to identify roadway capacity deficiencies and existing roadways that do not meet City standards, and calculate an overall level of service (LOS) for each roadway (all minor arterials and collectors). **Bottleneck locations and roadways with poor LOS will be evaluated to identify potential projects that will address the deficiencies.** These capacity projects will be detailed and prioritized according to travel demand and projected failure by phase. Other project types will also be evaluated and categorized to allow the City to plan for and implement transportation improvements over the next 10 years (these can be included in the impact fee analysis) and beyond. A capital facilities plan with cost estimates, phasing, and project details will be included in the plan, and will form the

foundation for the impact fee facilities plan analysis. WCG will review the Layton Active Transportation Plan and make recommendations for any necessary updates regarding bicycle, pedestrian, and recreational facilities in the study area. We understand that the Layton Active Transportation Plan is scheduled to be adopted shortly, and will not need any major updates. **Our first priority will be to make sure that the TMP is compatible with the recommendations in the active transportation plan, including planned cross sections and recommended projects.** We will review locations for trail and bike lane connectivity, roadway crossings, and opportunities for implementation with other TMP projects. If needed, we will update the future bicycle/pedestrian facilities map.

Estimated Schedule: Completed by approximately the second week in August

Deliverables: Future 2034 and 2050 no-build and build TDM results, future functional class map, ensure compatibility of the TMP with the active transportation plan

TASK

4

TRANSPORTATION PLAN GUIDELINES

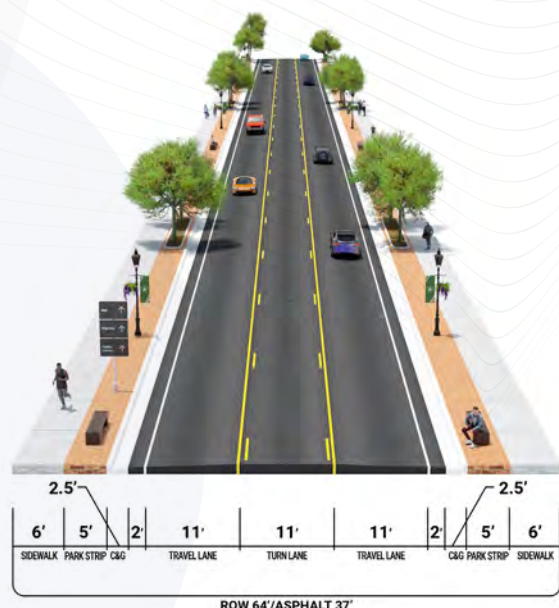
WCG will use the updated functional class map to outline both existing and future roadway categories and planned routes to guide future roadway decisions and investment. This map will also ensure excellent mobility and circulation throughout the City. WCG will focus on improving connectivity to better accommodate traffic demands, provide choices for citizens, and reduce vehicle miles traveled.

In addition, WCG will review and update the City cross sections as part of the master plan. This analysis will help Layton develop more “Complete Streets” by incorporating active transportation components, safer pedestrian walkways and connections, and planning for transit. **We understand that the City would like to re-evaluate the existing and planned transit routes to better service the City. WCG will evaluate potential transit routes and improvements that can be included in the plan and suggested to UTA.**

WCG will review crash history in Layton City and identify any crash “hot spots”. We will evaluate crash patterns and prepare recommendations to address these patterns and reduce crashes. This will also include recommendations on safety measures for pedestrians at intersections. WCG will review and comment on the current City standards regarding intersection and driveway design and spacing standards based on applicable AASHTO design standards. WCG is the leader in safety analysis in Utah: we currently manage the State’s Highway


Safety Improvement Program (HSIP) funding and have dedicated safety analysts that use the latest predictive safety modeling methodologies.


WCG will complete microsimulation analysis for 4 intersections to evaluate the existing operations and make recommendations for future intersection operations. This includes the intersections on Gentile Street at both King Street and Flint Street, as well as the Eastgate Business Park loop.



Sample Cross Section



 **Estimated Schedule:** Completed by approximately the second week in September

 **Deliverables:** Updated cross sections, review of crash history and identified mitigation recommendations, review of safety design standards, intersection improvement recommendations at four intersections

TASK


5


CAPITAL FACILITIES PLAN (CFP)

WCG will develop a capital facilities plan (CFP) based on the results of the transportation master planning efforts. The CFP will include recommendations for roadway capacity projects, transit, and active transportation improvements. The roadway capacity projects will be detailed and prioritized according to travel demand and projected failure. Other project types will also be evaluated and categorized to allow the City to plan for and implement transportation improvements over the next ten years and beyond. A capital facilities plan with cost estimates, phasing, and project details will be included in the plan. WCG will determine the recommended timing for each project in the capital facilities plan and will separate them into

Phase 1 (10-year), Phase 2 (20-year) and Phase 3 (30-year) windows. As part of this effort, WCG will evaluate potential funding sources for each project. Impact fees, local, regional, state, and federal funding are all potential options depending on the type of project.

WCG's Shawn Seager, AICP, will lead this effort, having previously served as the regional planning director of the Mountainland Association of Governments (MAG) for many years. His experience in developing the long range plan and identifying funding sources for major infrastructure projects is invaluable to this process. He has connections and an understanding of the funding process that will help guide the City toward the right steps to take to financially plan for the future.

 **Estimated Schedule:** Completed by approximately the second week in October

 **Deliverables:** Complete CFP including project lists, maps, phasing, cost estimates, and potential funding sources

TASK


6


IMPACT FEE FACILITIES PLAN (IFFP)

WCG has extensive experience implementing transportation impact fees, including the benefits and challenges the City would likely face. WCG led the effort to implement transportation impact fees for Syracuse, South Weber, West Point, Herriman, Salem, Orem, Spanish Fork, Bluffdale, and South Jordan, and is currently completing West Jordan's transportation impact fee analysis. We will prepare an IFFP outlining the planned projects that are impact fee eligible along with the expected number of trips generated by new

growth within the next ten years. This can be used to develop the cost-per-trip transportation impact fee. **We are very familiar with the State code regarding impact fees and will work closely with the City to ensure that they are done accurately and are defensible.**

WCG also proposes meeting with the Utah Home Builders Association staff to present the impact fee process, draft results, receive feedback and achieve buy-in. We've found that this helps smooth the adoption process.

 **Estimated Schedule:** Completed by approximately the end of October


 **Deliverables:** Complete IFFP including a detailed analysis of impact fee eligible projects and amounts.



IMPACT FEE ANALYSIS (IFA)

Zions Bank and WCG will work together to develop the Layton Impact Fee Analysis. WCG will provide the impact fee calculations used to develop the IFFP and will work together to identify what proportion of each project is impact fee eligible. **Zions Bank will evaluate**

the existing impact fee fund, potential buy-in components, inflation, and will calculate the required impact fee necessary to meet future development infrastructure needs. The IFA will be prepared and certified as required by Utah Code.

 **Estimated Schedule:** Completed by approximately the second week of November

 **Deliverables:** Final and certified IFA

VALUE ADDED



STORY MAP

WCG will create an online Story Map that summarizes the analysis from the transportation master plan. A Story Map is a collection of online navigable maps or other media that are accompanied by a text narrative. With the permission of Layton City, **this Story Map will live on the City's ArcGIS Online server and may be updated at any time by the City after its publication.** Story Maps are a mapping-focused summary of the transportation master planning process and are an easy way for residents, developers, and city staff to navigate quickly.



DRONE PHOTOGRAPHY / VIDEO

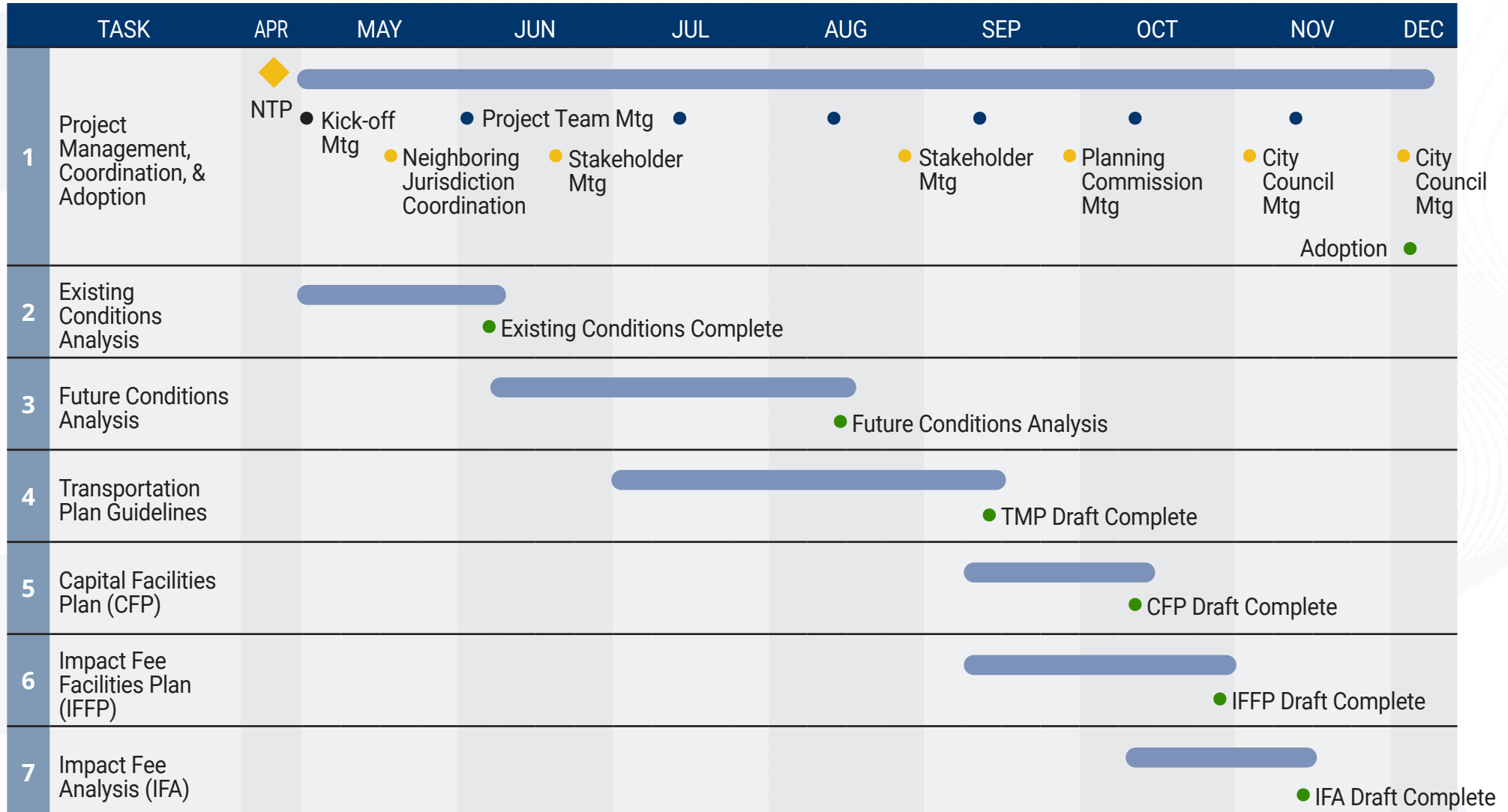
WCG will provide drone photography and video as part of our analysis for the Layton TMP. Drone photos elevate a typical document and/or storymap to another level in helping the reader understand transportation master planning. **These photos improve the look and feel of the deliverables, while providing greater understanding to the public.** In addition, WCG will provide drone footage at key intersections within the City to use at internal team meetings, planning commission meetings, or city council meetings to help the project team, City officials and staff, and the public better understand the traffic operations at these intersections. Short and long term solutions will be provided to improve traffic conditions at these intersections.



SCHEDULE

WCG will finish the South Jordan TMP in the next month or so and **can smoothly transition our transportation master planning team to this project**. We propose an eight-month schedule as outlined below. This includes seven in-person project team meetings, intermediate online team meetings, two stakeholder committee meetings, a neighboring jurisdiction coordination meeting, one planning commission meeting, and two city council meetings. We feel that this provides enough time to do a detailed analysis, gather city staff and stakeholder feedback, and produce a quality product without extending the project timeline excessively. However, **we are flexible and want to meet the needs of the city**. If changes to the schedule are desired, we are happy to discuss and adjust as necessary.

- Project Team Mtg
- Stakeholder Mtg
- Key Deliverables



COST



WCG has developed this cost based on the outlined scope of work in the RFP. We are flexible and willing to work with the city to meet their needs. **For example, if the City would like to add public open houses, surveys, or other scope items, we'd be happy to adjust our cost and provide those services as needed.** Similarly, if the City would like to reduce the scope and costs, we are happy to discuss that as well.

		Project Manager	Planning Oversight & QC/QA	Regional Planner	Transportation Engineer	Travel Demand Modeling	Active Transportation	Cost Estimating	Land Use Policy	Capital Facilities Plan Oversight	Safety Expert	Technical Editor	GIS	Data Collection	Graphics	Admin Assistant	Impact Fee Analysis	HOURS PER TASK	COST PER TASK
		Jeremy Searle	Tim Taylor	Shawn Seager	Scott Johnson	Austin Feula	Jim Price	Paul Peterson	Corey Mack	Gary Horton	Erica Wygonik	Haley Holmes	Kyle Horton	Ian MacGregor	Pin Vo	ShaVon Anderson	Susie Becker		
RATE		\$170.00	\$180.00	\$155.00	\$150.00	\$158.00	\$155.00	\$165.00	\$155.00	\$180.00	\$165.00	\$80.00	\$105.00	\$100.00	\$100.00	\$80.00	\$200.00		
DESIGN DEVELOPMENT		LABOR HOURS																	
1	Project Management, Coordination, & Adoption	40		20	8	4	4									20		96	\$13,952
2	Existing Conditions Analysis	12	2	12	16	16	12					2	16	42	8			138	\$17,888
3	Future Conditions Analysis	4	4	8	30	40	12					2	16	24	4			144	\$19,960
4	Transportation Plan Guidelines	4	4	8	30	16	8	2	16	1	20	4	30	20	20			183	\$24,668
5	Capital Facilities Plan (CFP)	6	4	4	16	24	4	30	4	12		2	20	20	16			162	\$22,762
6	Impact Fee Facilities Plan (IFFP)	8	4	4	16	12		4	4	2		2	20	4	16			96	\$12,896
7	Impact Fee Analysis (IFA)	8	2	4	2	4						2	6				40	68	\$12,062
TOTAL LABOR HOURS		82	20	60	118	116	40	36	24	15	20	14	108	110	64	20	40	887	
RAW LABOR COSTS		\$13,940	\$3,600	\$9,300	\$17,700	\$18,328	\$6,200	\$5,940	\$3,720	\$2,700	\$3,300	\$1,120	\$11,340	\$11,000	\$6,400	\$1,600	\$8,000		\$124,188

DIRECT EXPENSES SUMMARY

			Unit	Sub-Total
Mileage	1,200	\$0.655	mile	\$786
8 1/2 x 11 Prints - Color	120	\$0.65	each	\$78
11 x 17 Prints - Color	60	\$0.85	each	\$51
Traffic Counts	1	\$15,000.000	lump	\$15,000
TOTAL DIRECT EXPENSES				\$15,915

Direct Expenses	\$15,915
Labor Costs	\$124,188
GRAND TOTAL	\$140,103

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Jeremy Searle, PE, PTOE, RSP₁

TRAFFIC OPERATIONS & TRANSPORTATION
PLANNING MANAGER

EDUCATION

- Master of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 2010
- Bachelor of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 2009
- Bachelor of Science in Urban and Rural Planning, Brigham Young University, Provo, Utah, 2009

CERTIFICATIONS

- Professional Engineer (PE)
License Number: 8905056-2202 (UT), 52047 (CO), 24447 (NV), 56195 (WA)
- Professional Traffic Operations Engineer (PTOE): 3822
- Roadway Safety Professional (Level 1) (RSP₁): 753

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Transportation & Planning Group Manager
WGC
Salt Lake City, UT
Jan 2020 - Present
- Project Manager & Transportation Engineer
Hales Engineering
Lehi, UT
Mar 2013 - Jan 2020
- Project Engineer
Project Engineering Consultants
West Jordan, UT
Jan 2011 - Mar 2013

VOLUNTEER

- Engineers Without Borders - Designed and implemented gravity-fed water distribution system, Salkantay, Peru
- Previous member of local Planning Commission

Jeremy has 13 years of traffic engineering and transportation planning experience that ranges from transportation master plans, corridor studies, traffic impact studies, parking studies, safety, and traffic operations analyses.

Traffic Engineering & Transportation Planning

Jeremy has extensive experience in traffic operations and transportation planning. Jeremy has completed numerous data collection and traffic analysis projects including the Bus Rapid Transit operations in Provo / Orem, the Daybreak North Station Area Plan, the Deer Valley Drive Bus Only Lanes Review, US-89 Corridor Visioning Study, Payson 800 South Study, the I-80 / State Street Interchange, and the 10600 South Interchange. US-89 Corridor Visioning Study, Bus Rapid Transit operations in Provo / Orem, Payson 800 South Study, the I-80 / State Street Interchange, and the 10600 South Interchange.

Jeremy was the lead traffic engineer on numerous traffic, VISSIM, corridor, parking, safety, TOD, connectivity and planning studies. Responsible for planning several route and design alternatives, identifying impacts, and improving connectivity. Representative projects include:

- Bluffdale Transportation Master Plan
- South Jordan Transportation Master Plan
- Weber County Transportation Master Plan
- Twin Falls, ID Transportation Master Plan
- Pleasant View Sub-area Master Plan
- Spanish Fork - 1000 North Corridor Study
- Richfield Main Street Corridor Study
- State Street / I-80 Interchange EIS
- Provo Orem Transportation Improvement Project (UVX)
- 7000 South Feasibility Study
- Protected Bike Lanes on Bulldog Boulevard
- Provo Parking Management Plan
- 10600 South Interchange Improvement Project
- SR-56 MP 49.8 - 58.2 Safety Analysis and Implementation

UDOT Operational Safety and Traffic Studies Engineering

Jeremy served as UDOT's Operations Safety Report (OSR) and Traffic Studies Review Engineer for 7 years (2013 - 2020). His responsibilities included overseeing the program and reviewing all of the signal warrant, left-turn, pedestrian, speed, ball-bank, advanced warning signal (AWS), and traffic count studies that were performed by UDOT. Jeremy would ensure that each study was completed according to UDOT and national standards, and that they were completed on time. Jeremy would then sign and send the studies to each UDOT Region. Jeremy would attend the field reviews to discuss warranted signals, left-turn phasing, pedestrian crossings, etc. Jeremy also oversaw the update of the UDOT pedestrian policy, left-turn phasing guidelines, and the AWS guidelines.

Jeremy currently manages UDOT's Intersection Control Evaluation (ICE) program. The ICE program evaluates intersections for safety, operations, right-of-way, utilities, and environmental to determine the best alternative.

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Shawn Seager, AICP

SENIOR TRANSPORTATION & COMMUNITY PLANNER

EDUCATION

- Master of Public Administration, Brigham Young University, Provo, Utah, 2012
- Bachelor of Landscape Architecture and Environmental Planning, Utah State University, Logan, Utah, 1988

CERTIFICATIONS

- AICP - American Institute of Certified Planners, American Planning Association
- Registered Utah State Lobbyist

AFFILIATION

- American Society of Landscape Architects

EXPERIENCE

- Transportation Planner
WCG
Salt Lake City, UT
April 2022 - Present
- Planning Director
Mountainland Association of Governments
Orem, UT
Sept. 1988 - March 2022
- Project Designer
Design West
Logan, UT July 1986 - Sept. 1988

VOLUNTEER

- Utah State University
Landscape Architecture and Environmental Planning
Advancement Board Member
- Local neighborhood-based efforts and political campaigns in Sandy, Utah

Over the past two decades Shawn partnered and worked with key Utah Transportation Legislators, Utah Transit Authority policy leads, Utah Department of Transportation Region Planners and Local Governments to develop the UVX Bus Rapid Transit Project, Free Fare February, FrontRunner South extension to Payson, I-15 CORE, Lehi Tech Corridor and the Pony Express Parkway among others. He has also worked alongside our Rural Utah partners on transit demand, trail development, roadway safety and funding.

Transportation Planning

At MAG Shawn managed the board of directors for the Metropolitan Planning Organization (MPO) Regional Planning Committee (County Commissioners, Mayors, Utah Department of Transportation, and Utah Transit Authority), developed long range regional transportation plans, selection of transportation projects for programing/funding and the public's involvement in their development.

Shawn was the lead project manager on Wasatch County Rural Planning Organization, The Planning Director of the Provo/Orem MPO, The Chair of the Unified Plan Finance Committee, Lead staff to the Joint Transportation Policy Committee and testified regularly before the Joint Utah Transportation Legislative Interim Committee.

- Heber Bypass demand, design, corridor preservation and EIS
- Summit County Rural Planning Organization Development
- Utah Roadway and Transit Cost Study
- Point of the Mountain Transit Cost and Funding Committee
- Utah Transportation Bonding White Paper via LYRB
- Union Pacific Railroad Provo Sub Legislative planning/funding
- Orem 1600 North corridor preservation and jurisdictional transfer
- Provo River Parkway Trail Gap funding
- Central Corridor BRT on State Street planning study
- Santaquin Main Street Interchange analysis
- Active Transportation plans in Utah, Wasatch and Summit Counties
- Transit service analysis in Eagle Mountain and Saratoga Springs
- ITE Grid network analysis and corridor preservation in Utah County
- Legislative affairs representation and lobbying

Community Planner

Shawn served as the President of the Utah Travel Region association and developed tourism product to be marketed to national and international visitors leading up to the Salt Lake City 2002 Winter Olympic Games including the Utah Scenic Byway Program. Shawn lead economic development, Main Street development and sales tax leakage analysis for Kamas, Heber City, Midway City. Shawn is a Landcape Architect. He designed regional parks, playgrounds, ball fields, Golf Courses and natural stram restoration plans.

Shawn would ensure that the key stakeholders in each one of these communities was engaged and supportive of the project as it was developed and moved forward into construction as trust is the commodity we trade in.

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Timothy J. Taylor, PE, PTOE, RSP₁
WCG PRINCIPAL & VICE PRESIDENT

EDUCATION

- Master of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 1995
- Bachelor of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 1995

CERTIFICATIONS

- Professional Engineer, State of Utah (270666)
- Professional Engineer (Inactive), Colorado, Idaho, Nevada & Wyoming
- Professional Traffic Operations Engineer - PTOE (Institute of Transportation Engineers)
- Roadway Safety Professional - RSP1 (Institute of Transportation Engineers)

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Principal, Vice President
WCG
Salt Lake City, UT
Sep 2005 - Present
- Regional Manager, Associate, Senior Market Leader, Senior Project Engineer
Fehr & Peers
Salt Lake City, UT
Denver, CO
Feb 2000 - Aug 2005
- Senior Transportation Engineer
J-U-B Engineers, Inc.
Orem, UT
Oct 1997 - Jan 2000
- Transportation Engineer
Zook, Moore & Associates
West Palm Beach, FL
Jun 1995 - Oct 1997
- Research Assistant
Brigham Young University
Civil & Environmental Engineering
Provo, UT
May 1993 - Jun 1995

Tim has 30 years of traffic operations and transportation planning experience. He's served in an oversight and/or project manager role in multiple states and on hundreds of successful projects ranging from large-scale multi-disciplinary master plans to neighborhood scale traffic calming/management efforts.

In these roles, Tim maintains his passion and skill for placemaking. He's committed to the development of transportation systems that strengthen connections between people and the places they share and to philosophies that inspire people to collectively reinvent and reimagine their travel modes and behaviors.

Traffic Operations & Transportation Planning

Tim's traffic operations and transportation planning experience includes infrastructure master planning, corridor planning, area-wide travel demand forecasting, context sensitive street design, ordinance policy development, impact assessment, neighborhood traffic management, access management, and travel demand management.

He has served as a project manager or project engineer on hundreds of traffic engineering studies and design projects addressing both operational and design considerations related to intersections, corridors, interchanges, parking facilities, pedestrian and bicycles facilities, transit facilities, and site access and circulation.

Tim represents and works with clients in both the public and private sectors including departments of transportation, cities & counties, school districts, metropolitan planning organizations, universities, non-profit/religious institutions, land owners, development and management companies, attorneys, and business owners.

For nearly 14 years Tim has led WCG's transportation planning and traffic operations efforts for the Daybreak Development in South Jordan, UT. Hallmarks of this effort included utilizing and maintaining a customized travel demand forecasting model for Daybreak, regional and site specific multimodal corridor analysis, and context sensitive street design. Tim's worked closely with the various Daybreak team members, neighboring cities, and partner agencies in planning, designing and implementing the transportation network elements of this world class development. Innovation in design and traffic operations is a hallmark of this effort.

During this same time, he has managed WCG's efforts to work side-by-side with the Utah Department of Transportation (UDOT) Traffic & Safety Division to provide ongoing support services with UDOT's safety program initiatives including the Federal Highway Safety Improvement Program (HSIP) and other Federal and State funded safety efforts.

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Gary Horton, S.E.
WCG PROJECT MANAGER



EDUCATION

- Bachelor of Science in Civil and Environmental Engineering, University of Utah, Salt Lake City, Utah, 1996

CERTIFICATIONS

- Structural Engineer, State of Utah (295715)

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Project Manager
WCEC Engineers, Inc.
Sandy, UT
May 2017 - Present
- County Engineer
Summit County
Summit County, UT
May 2015 - May 2017
- CEO, President, Office Manager and Transportation Manager,
Project Engineering Consultants, Inc
West Jordan, UT
May 2004 - May 2015
- Project Manager,
EWP / Stantec Consulting, Inc
Murray, UT
May 2004 - May 2004
- Design & Traffic Engineer
MK Centennial
Murray, UT
January 1996 - May 2004
- Summer Intern
UDOT
Salt Lake City, UT
May 1995 - September 1995

Gary has over 24 years' experience with a variety of engineering, planning, environmental, design, construction management, and project management projects. In addition to his engineering experience, Gary has made numerous presentations to public groups, elected and appointed officials, and technical committees. Gary was also the recipient of the Utah Chapter of Institute of Transportation Engineers (ITE) 2016 Engineer of the Year award.

Project Management

Gary has served as both a UDOT project manager and a consultant project manager. While working as a UDOT project manager, he has also managed multiple projects which included both state and federal funds. He has worked with many Local Governments (LG's) to guide them through the process of using federal monies on their local community roads.

As a consultant manager Gary has managed the delivery of standard design-bid-build along with alternative delivery of multiple projects including a \$242 million dollar design build project on 114th South. The project was five miles long, spanning from I-15 to Bangerter Highway. Because of the urgency of schedule on this project, he worked with UDOT's consultant services to develop an expedited consultant procurement process entitled a Request for Letter of Interest (RLOI). This allowed the us to get a program management team on board within a one week period.

Design Experience

Gary's experience on these projects includes management and oversight of project design teams, geometric design, hydraulic analysis, storm drain design, utility planning and design, utility coordination with private and public utilities, right-of-way design and management, traffic signal design, environmental oversight, and cost estimating. During this time, he managed both the environmental and design phases of projects. Most of the work was with Local Governments. He would work with the LG's to ensure that their environmental process would follow federal guidelines in order to qualify for federal monies during the design and construction phases. He would then guide his design team and the LG through the design phase to advertise the project for construction. His focus is to work with the LG and the design team to pinpoint project risks such as right of way and utilities that can often derail a projects schedule and budget. He would then use the team's skills to mitigate project risks.

Gary also managed Utah's first Thru-Turn Intersection (TTI). This is an innovative intersection that takes the left turn movements about 500 feet away from the intersection and has them perform a signalized U-turn.

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Paul L. Peterson, PE
PROJECT ENGINEER / PROJECT MANAGER

EDUCATION

- Bachelor of Science in Civil and Environmental Engineering, Utah State University, Logan, Utah, 2003

CERTIFICATION

- Professional Engineer, State of Utah (515007)

SPECIALIZATION

- Project Management
- Roadway Geometric Design
- Project Estimates
- Planning - Specifications
- Quality Control
- Contract Negotiation
- Construction
- Utility Coordination/Relocations
- Highway Design

EXPERIENCE

- Project Manager and Design Engineer
WGC
Salt Lake City, UT
Sep 2011 - Present
- Project Manager
Morrison Maierle, Inc.
Draper, UT
Sept 2005-Sept 2011
- Transportation Design Engineer
Horrocks Engineers, Inc.
American Fork, UT
Oct 2003 - Sept 2005
- Technician/Project Leader
Utah Technology Transfer Center
Logan, UT
Sept 2000 - May 2003
- Field Technician
Harding ESE, Inc.
Salt Lake City, UT
May 2000 - Sept 2000
- Field Technician
Robert Peccia & Associates
Helena, MT
Apr 1999 - Sept 1999

Paul's experience in the traffic and transportation field includes roadway design, traffic impact studies, intersection design, signal design, and project management. He has been heavily involved in the design, management, and advertising of UDOT projects for the past 19 years. These projects include local government roadway design projects, design-build projects, orange book projects, purple book projects and spot safety improvements. He has performed under different roles on these projects including design, quality control, and project management. Paul's traffic signal design expertise includes traffic signal layout, emergency preemption integration, railroad preemption coordination, radar detection systems (including both stop bar and advanced detection), IR camera detection, loop detection, and pedestrian crossing systems (i.e. rectangular rapid flashing beacons, HAWKs, etc.).

Transportation Design

Paul's experience in transportation design includes being involved with projects from the concept phase through the construction phase. This includes CAD drafting, modeling, details, specifications, and advertising of projects.

Traffic Engineering & Transportation Planning

Paul's experience in Traffic Engineering includes speed studies, traffic calming studies, sign design, traffic impact studies for commercial and residential developments, and pedestrian safety and routing plans.

Paul has expertise working with:

The Utah Department of Transportation (UDOT) – FHWA – AASHTO - American Public Works Association (APWA) – MUTCD - Highway Capacity Manual - Roadside Design Guide

South Jordan Parkway Signals | South Jordan, UT

Paul recently completed the design and coordination for eleven traffic signals along South Jordan Parkway in South Jordan, Utah. The design included traffic operations analysis, signing/stripping design, signal design and lighting design. WGC coordinated with South Jordan City, Daybreak Communities, UTA and UDOT to ensure the signals would function properly considering the unique design considerations.

Shepard Lane Interchange Signals | Farmington, UT

This project included the design of four new traffic signals for the new Shepard Lane Interchange project in Farmington, Utah. The signal designs include a signal at each of the new I-15 ramps. It also includes a signal at Shepard Lane/Frontage Road and a signal at Shepard Lane/Innovator Drive. WGC worked with the engineering design team to develop custom push button poles to be placed on bridge parapets for the I-15 ramps signals.

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Austin Feula, PE, PTOE, RSP₁

TRANSPORTATION ENGINEER & PLANNER

EDUCATION

- Master of Science in Transportation Engineering, University of Massachusetts-Lowell, 2015
- Bachelor of Science in Civil and Environmental Engineering, University of Massachusetts-Lowell, 2011

CERTIFICATIONS

- Professional Engineer (PE)
License Number: 9871986-2202 (UT)
- Professional Traffic Operations Engineer (PTOE): 4324
- Roadway Safety Professional - RSP₁ (Institute of Transportation Engineers)

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Transportation Planner & Engineer
WGC
Nov 2020 - Present
- Transportation Engineer
RSG
Feb 2013 - Nov 2020
- Research Assistant
University of Massachusetts-Lowell
Jun 2010 - Jan 2013

Austin has 12 years of traffic engineering, travel demand modeling, and transportation planning experience that ranges from transportation master plans, corridor studies, traffic impact studies, active transportation plans, and complex micro- and macro-simulation modeling.

Travel Modeling & Transportation Planning

Austin has a broad range of transportation planning experience from public involvement to travel demand forecasting for both vehicle and transit demand. Through involvement in all steps in the planning process Austin understands analyses need to be robust and accurate, but most importantly digestible and straightforward for the public and key stakeholders.

He is intimately familiar with all MPO travel demand models and the statewide model. He is currently performing travel demand modeling for multiple cities across the Wasatch Front. He has estimated transit ridership for the proposed ballpark Trax station in South Jordan, Farmington Station, Roy Station, and for UVX. He led the travel demand modeling on a wide range of projects, including transportation master plans, station area plans, solution development studies, and corridor studies.

Austin currently provides transportation planning and operations support for Daybreak. Efforts for Daybreak include providing travel forecasts (traffic volumes, transit ridership, and active transportation), multimodal corridor analysis, and context sensitive street design.

Representative projects include:

- Santaquin Regional Grid Study
- 20+ Transportation Master Plans across the state
- Larry H. Miller (Daybreak) Planning and Modeling Support
- US-89 & SR-9 Solutions Development Study
- SR-118 & SR-258 Solutions Development Study
- Herriman City Active Transportation Plan

Transportation Safety & Context Sensitive Design

Austin specializes in safety analyses, specifically in urban environments with complex combinations of high vehicle speeds and volumes and bicycles/pedestrians. Since joining WGC, Austin has performed over 100 project safety analyses for UDOT, many of which have been in Wasatch Choice centers. This experience in safety analysis, along with traffic operations analysis, helped him create the speed management study and information sheets.

Representative projects include:

- UDOT Speed Management & Speed Policy Update
- UDOT Project Safety Analysis (PSAs)
- UDOT Latent Pedestrian Demand Research
- UDOT Pedestrian Policy Update

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Scott Johnson, PE, PTOE

TRAFFIC ENGINEER

EDUCATION

- Master of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 2012
- Bachelor of Science in Civil and Environmental Engineering, Brigham Young University, Provo, Utah, 2010

CERTIFICATIONS

- Professional Engineer (PE)
License Number: 10453788-2202 (UT), 17959 (ID)
- Professional Traffic Operations Engineer (PTOE): 4703

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Traffic Engineer
WGC
Salt Lake City, UT
October 2022 - Present
- Project Engineer
HNTB
Salt Lake City, UT
Nov 2019 - Oct 2022
- Transportation Engineer
Hales Engineering
Lehi, UT
Jan 2015 - Nov 2019

Scott has 8 years of traffic engineering and transportation planning experience that ranges from transportation master plans, corridor studies, traffic impact studies, and parking studies to signing and striping design.

Traffic Engineering & Transportation Planning

Scott has extensive experience in traffic operations and planning. He has completed numerous traffic impact studies for large development projects including the Olympia Hills development, Cottonwood Mall redevelopment, and Sandy Cairns development. He has also worked on other projects such as the West Davis Highway design, Provo Orem Bus Rapid Transit analysis and design, Lehi City Transportation Master Plan, and Thanksgiving Point area plan.

Scott has worked as a traffic engineer supporting planning and design projects including the I-80 & I-215 Renewed Project, Mountain View Corridor 2100 North to Porter Rockwell Blvd., Summit County Silver Summit Interchange Alternatives Study, West Jordan 9000 South Corridor Study, and the Santaquin Regional Grid Study.

UDOT Operational Safety and Traffic Studies Engineering

Scott served as a review engineer for UDOT's Operations Safety Report (OSR) and Traffic Studies for 4 years (2015 - 2019). His responsibilities included reviewing signal warrant, left-turn, pedestrian, speed, ball-bank, advanced warning signal (AWS), and traffic count studies that were performed by UDOT. Scott reviewed studies to ensure that they were completed according to UDOT and national standards, and that they were completed on time. Scott attended field reviews to discuss warranted signals, left-turn phasing, pedestrian crossings, etc. Scott also worked on updates to the UDOT pedestrian policy and the AWS guidelines.

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EDUCATION

- Bachelor of Science in Psychology, Brigham Young University, Provo, Utah, 1989
- Masters of Public Administration, Brigham Young University, Provo, Utah, 1992

CERTIFICATIONS

- American Institute of Certified Planners - AICP

ASSOCIATIONS

- UDOT Statewide Corridor Preservation Advisory Council
- UDOT Highway Safety Plan Council
- Wasatch Front Collaborative TIGER Grant
- Wasatch Front Collaborative BILD Grant

EXPERIENCE

- Project Manager & Transportation Planner
WCG
Salt Lake City, UT
Jan 2024 - Present
- Senior Planner & Project Manager
MAG
Orem, UT
1999-2023
- Property Manager
Woodbury Corporation
Salt Lake City, UT
1994-1999
- Business Liason
City of Orem
Orem, Utah
1992-1994



Jim Price, AICP

PROJECT MANAGER & TRANSPORTATION PLANNER

Jim has 24 years of transportation planning experience with emphasis on active transportation, safety and corridor preservation.

Transportation Planning & Project Management

During his roles of key leadership and facilitator at MAG, Jim helped Utah County communities go from just under 40 miles of trails and bikeways to over 900 miles by 2022. He developed and administered the Utah County Corridor Preservation program from 2007 - 2023, which included identifying and purchasing project right-of-way for I-15, North County Boulevard, Orem, 1600 North, and several others.

Funding Facilitator

Jim was heavily involved in not only planning, but researching and obtaining funds with WFRC, UDOT, UTA, Provo and Lehi for large projects such as the Rail Trail Bridge over SR-92 and Provo Front Runner Station Bridge. Jim's grant writing and funding facilitation included all the capital improvement projects listed below.

Representative Active Transportation & Safety Planning Studies include:

- Orem City
- Provo City
- City of American Fork
- Pleasant Grove City
- Highland City / Alpine City Combined Plan
- Lindon City
- Lehi City
- City of Saratoga Springs
- Eagle Mountain City
- South Utah County Active Transportation Plan (Six cities plus Utah County unincorporated)
- Wasatch County Active Transportation Plan
- Summit County Active Transportation Plan
- Historic Utah Southern Railway Trail Plan
- MAG Area Safe Streets for All Safety Action Plan (Utah, Wasatch, Summit Counties)

Representative Capital Improvement Projects include:

- Goshen Center Street Trail
- Murdock Canal Trail
- Provo Canyon Parkway
- Deer Creek Trail
- Heber Valley Railroad Trail
- US 89 Provo to Springville Trail
- Utah Lake Shoreline Trail
- Rail Trail Bridge over SR-92
- Provo Front Runner Station Bridge



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Corey Mack, PE
LEAD TRAFFIC SIGNAL ENGINEER



EDUCATION

- B. Eng., McGill University, Montréal, Quebec, Canada, 2005

CERTIFICATIONS

- Professional Engineer, State of Vermont (63093)
- Professional Engineer, State of New Hampshire (16977)
- Professional Engineer, State of California (72780)

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Project Engineer
WGC
Londonderry, VT
July 2021 - current
- Project Engineer
RSG
Burlington, VT
June 2008 - July 2021
- Project Engineer
Dokken Engineering
San Diego, CA
June 2005 - November 2007

VOLUNTEER

- Winooski City Council (2019)
- Winooski Public Works Commission (2014-current)
- Winooski Environmental Board (2011-2014)
- Winooski GMTA Commissioner (2009-2012)
- Vermont STEM Fair Judge (2017-2018)

Corey Mack, PE, leads WGC's New England Transportation Design Services market, with a focus on advanced traffic signal design, signal capacity improvements, traffic operations, and transportation planning and analysis. In his experience planning, permitting, and constructing transportation infrastructure, he enjoys working collaboratively with stakeholders to identify their challenges, inform discussion and decisions, and develop innovative and intuitive solutions through public engagement.

Weathersfield STPG SGNL(72), Weathersfield VT

Led the design and specification for a traffic signal upgrade and modernization project at the intersection of two state highways in Weathersfield, VT. Project is underway and will result in replacement of the existing span wires with mast arm supports, pedestrian phasing, and coordination with overhead utilities; teamed with DuBois & King. (2022)

Crescent Connector Signal Design, Essex Junction, VT (RSG & WGC)

Led the design of a complex signal construction project in Essex Junction associated with the construction of a new bypass road adjacent to two railroad crossings. Signal design included detailed pre-emption plans for approaching trains, emergency vehicles, and queue detection to ensure the safe and efficient movement of people and freight through the village. Design elements included system implementation consistent with the statewide ATMS and equipment standards. Project involved complex communication providing advanced and simultaneous railroad preemption requiring logic programming of Cobalt controllers; teamed with DuBois & King. (2012-ongoing)

St. Albans STP 044-1(2) Intersection Scoping Refresh, St. Albans, VT

Led the planning, data collection, and analysis efforts for the intersection scoping study at VT Route 104 & I-89 Exit 19 interchange / St. Albans State Highway. Efforts included data collection, growth estimation and traffic modeling, updates to intersection designs to reflect current design standards, development of GIS based StoryMap project documentation, and associated reporting; teamed with DuBois & King. (2022)

College Park Drive Sidewalk, Hookset, NH (RSG)

Modeled the operation of an upgraded traffic signal with a new pedestrian phase, and developed construction plans to install pedestrian crossing infrastructure, including pedestrian signal heads, push-button activation, and associated hardware. (2015-2017)

Prospect Street Signal Design, White River Junction, VT (RSG)

Led the design of a traffic signal at a constrained location adjacent to a railroad overpass and bridge over the Connecticut River at the intersection of Prospect Street and Maple Street in White River Junction, Vermont. Corey continued to assist throughout construction, coordinating the installation of the signal in conjunction with the replacement of the adjacent Connecticut River Bridge. Signal elements included accessible pedestrian signal features, countdown timers, audible tones, and tactile pushbuttons. (2016)

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Dejan Jovanovic, PE, PTOE, RSP, TRANSPORTATION ENGINEER

EDUCATION

- Master of Science in Civil and Environmental Engineering, University of Utah, Salt Lake City, Utah, 2008
- Bachelor of Science in Traffic Engineering, University of Belgrade, Serbia, 2005

CERTIFICATIONS

- Professional Engineer (PE)
License Number: 8781061-2202
- Professional Traffic Operations Engineer (PTOE): 3835
- Roadway Safety Professional (Level 1) (RSP1): 598
- ADA Pedestrian Ramp Inspection - UDOT Certification

AFFILIATION

- Institute of Transportation Engineers (ITE) - Member

EXPERIENCE

- Traffic Engineer
WCG
Salt Lake City, UT
Jan 2024 - Present
- Senior Transportation Engineer
Stanley Consultants
Cottonwood Heights, UT
Jan 2008 - Jan 2024

With over 16 years of experience in traffic operations, safety analysis, GIS, and roadway design, Dejan possesses a unique skill set for tackling diverse transportation challenges. His expertise encompasses traffic simulations, safety improvements, roadway, signal, lighting and ITS design, and GIS applications. Dejan's combined expertise in traffic operations, safety analysis, GIS, and roadway design sets him apart. He can seamlessly integrate these skills to tackle diverse transportation challenges and deliver impactful solutions.

Traffic Engineering & Transportation

Dejan was the lead traffic engineer on numerous traffic and safety studies-responsible for traffic modeling, safety analysis and safety improvements. He successfully completed quality designs on over 100 projects that involved signals, ITS, lighting, signing and striping on state and local government projects in Utah. His work has included agency coordination, multi-discipline collaboration, and utility coordination.

Project Experience

Independent Quality Firm for Tech Corridor and I-15 SB - Dejan served as a Technical Reviewer and oversaw the engineering and design for ITS, MOT, signal, lighting, signing and striping plans.

UDOT Value Engineering Studies - Dejan served as a traffic subject matter expert; we helped the project come up with alternative designs and solutions to improve safety and reduce project cost and schedule.

ITS Master Plan Map Update Project - Dejan was project manager and worked closely with UDOT to update the features and functionality of the GIS online map. We also incorporated request forms into the system so regions can request future improvements and additions to the ITS infrastructure.

I-215, SR-68 to Center Street, Diverging Diamond Interchange - This project included adding a new structure over I-215 to create the new DDI interchange. Dejan was a traffic lead responsible for traffic data collection, extensive Vissim traffic modeling of the corridor, complete signal, lighting, and ITS design and signing and striping updates.

UDOT Operational Safety Reports - Dejan was the traffic lead responsible for conducting more than 30 safety evaluations reports in this five-year long, on-call project by analyzing historical crashes, evaluating crash and spatial patterns, and recommending safety improvements. He developed maps and exhibits utilizing the GIS tools for visual representation of the crashes and findings.

- ITS Master Plan Map update, UDOT
- I-15 at 200 North, SB Ramp Metering Design, UDOT
- Transportation Master Plan Update, City of Hailey, Idaho
- 1300 East and Buttermcup Drive, Pedestrian Bridge, UDOT/Sandy City
- Indian Trail; Edgelawn Drive to Highland Avenue, Traffic Study and Resurfacing, Illinois DOT
- Park Avenue Roadway Diet - Roadway Reconstruction, Park City, Utah

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Erica Wygonik, PhD, P.E., RSP₁

TRANSPORTATION ENGINEER

EDUCATION

- PhD, Civil & Environmental Engineering, University of Washington (2014)
- MSE, Civil & Environmental Engineering, University of Washington (2010)
- BE, Engineering, Dartmouth College (2007)
- BA, Cognitive Science, Dartmouth College (2000)

CERTIFICATIONS

- Professional Engineer, State of New Hampshire (12551)
- Roadway Safety Professional (Level 1) (RSP₁)

EXPERIENCE

- Transportation Engineer
WCG
Portsmouth, NH
September 2021 - current
- Director
RSG
White River Junction, VT
August 2014 - September 2021
- Senior Analyst
RSG
White River Junction, VT
July 2000 - July 2008

SERVICE

- Portsmouth (NH) Parking & Traffic Safety Committee (2019-present)
- Hanover (NH) Bicycle & Pedestrian Committee (2014-2018)
- Norwich (VT) Development Board of Review (2003-2004)
- Board of Directors, Upper Valley Transportation Management Association (2002-2008, Chair 2008)
- Urban Freight Committee (AT025) of the Transportation Research Board (2015-present, Vice Chair 2021-2022, Chair 2022+)

Erica has 19 years' experience with traffic calming, traffic operations & traffic impact studies, safety analysis, and transportation planning.

Traffic Calming/Speed Management

Erica is a leading voice regarding thoughtful approaches to speed management throughout the country, and she has particular skills at developing simple yet robust solutions to serve public agencies. She has contributed to the development of the new Speed Management study. Erica has also supported safety efforts for UDOT through crash data analysis and site-specific evaluations to mitigate crash patterns using treatments appropriate to the road context. In New Hampshire, she has used big data to study the influences on travel speeds in work zones, finding particular value in down posting speed limits during work hours supported by speed feedback signs. Erica has worked to match appropriate road design to the road context and user group through multiple bicycle, pedestrian, transit, and park and ride projects throughout New England. She has also conducted site-specific evaluations for the suitability of pedestrian infrastructure-such as pedestrian hybrid beacons-throughout Utah. In addition, Erica serves on the City of Portsmouth (NH) Parking and Traffic Safety Committee, where she serves on a subcommittee evaluating speed limits and roadway classifications throughout the city.

- UDOT Speed Management
- UDOT Speed Limit Policy Update
- Sego Lily Drive Safety & Traffic Calming Analysis
- NHDOT Evaluating Influential Roadway Characteristics on User Speeds in Work Zones
- Birchwood Terrace Travel Demand Management Plan
- NHDOT Dover-Somersworth-Rochester NH-108 Complete Streets Improvement Project

Traffic Operations/Transportation Planning

Erica Wygonik, PhD PE, leads WCG's Northeast Region Transportation Practice, completing traffic impact analysis and campus and community planning for a wide range of organizations including private developers, public agencies, and non-profit institutions. She excels at identifying optimal strategies across all transportation modes to reduce local and system-wide impacts. Erica has been involved in all aspects of traffic analysis and transportation planning for over fifteen years, conducting data collection and field work, analysis and modeling, and public involvement and testimony.

- UDOT Traffic Operations On-Call Support Services
- Campus Planning & Traffic Impact Studies for the Expansion of the Thayer School of Engineering at Dartmouth College, Old Tuck Drive Opening, and Parking Garage
- Vermont State Highways On-Road Bicycle Facilities Plan
- UDOT Latent Pedestrian Demand Project

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

Item Number: 5.D.

Subject:

Amend Title 9, Chapter 60, Section 020, Discharging Firearms – Ordinance 24-11

Background:

Except in limited circumstances, the Layton Municipal Code prohibits the discharge of a firearm within City limits without written approval by the Police Chief. Sections 1(c), (d), and (e) of Title 9.60.020 requires written permission from the Police Chief to engage in target shooting prior to shooting a caged wild animal and prior to engaging in the lawful slaughter of livestock.

Staff proposes to remove the Police Chief approval requirement from the Code. The Police Chief reports that the approval requirement is not necessary and when he receives such requests he simply informs them they need to follow all applicable laws and regulations. He is also concerned for the potential liability risk such a requirement presents for the City. This modification would improve efficiency and reduce potential liability to the City. People who inquire about the lawful discharge of a firearm should be directed to follow Layton City Municipal Code and all applicable laws and regulations.

Alternatives:

Alternatives are to: 1) Adopt Ordinance 24-11 Amending Title 9, Chapter 60, Section 020, Discharging Firearms; 2) Adopt Ordinance 24-11 with any amendments the Council deems appropriate; or 3) Not adopt Ordinance 24-11 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Ordinance 24-11 amending Title 9, Chapter 60, Section 020, of the Layton Municipal Code, and authorize the Mayor to sign the necessary documents.

Layton City
ORDINANCE 24-11

AN ORDINANCE AMENDING TITLE 9, CHAPTER 60, SECTION 020
DISCHARGING FIREARMS

WHEREAS, Layton City is proposing to modify the requirements of discharging a firearm within City limits to remove Section 1(c), which allows individuals to seek permission from the Police Chief to engage in target shooting.

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: Amendment. Section "9.60.020 " is hereby amended as follows.

...

a. in self defense ... allowed to do so;

b. by any peace ... discharge of his duty;

c. in ~~the case of target shooting, if in a proper place and breastwork or battery for the protection of the citizens has been erected, and written approval of such structure has been given by the Police Chief;~~ a facility approved by the City in compliance with all applicable laws and regulations and in an authorized place with an erected breastwork or battery for the protection of the citizens;

d. in the case of shooting wild animals that have been secured or captured in a cage or other device, when the animal is discovered on property that is designated for agricultural use, at a location that is more than six hundred feet (600') from any building, where the shooting is not in a direction and distance that would endanger persons, property, or motorists, ~~and provided that the person discharging the firearm has received written approval to do so by the City's Police Department.~~ For the purpose of this Subsection, "wild animals" shall have the same meaning as provided in Section 8.01.010 of the Layton Municipal Code. ~~Authorization under this Subsection shall not exceed the limits of the written permission granted by the City's Police Department, nor does this authorization relieve any person for any damage or injury resulting from said shooting;~~ and

e. in the case of the lawful slaughter of livestock in an area designated for agricultural use, for personal consumption, at a location that is more than six hundred feet (600') from any building, where the shooting is not in a direction and distance that would endanger persons, property, or motorists ~~and provided that the person discharging the firearm has received written approval to do so by the City's Police Department.~~

2. Shotguns may be ... a class B misdemeanor.

3. Any person participating in a lawful hunt or other activity involving the discharge of a firearm

shall call the Layton City Non-Emergency Line to report the hunting location and duration.

4. Nothing in this section relieves any person for any damage or injury resulting from the discharge of a firearm.

HISTORY

...

SECTION 3: 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 4: 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



JADYN APPLONIE, Assistant City Attorney
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 COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 6.A.

Subject:

Public Hearing and Adoption of the Tentative Budget for Fiscal Year 2024-2025 - Resolution 24-17

Background:

Utah State Code Section 10-6-111 requires the Governing Body to adopt a tentative budget on or before the first regularly scheduled meeting in May.

The Governing Body must set a public hearing on the tentative budget and adopt a final budget on or before June 22nd. If the tentative budget proposes a property tax increase, the final budget must be adopted on or before September 1st following the State truth in taxation process. The tentative budget must be available for public inspection at least ten days before the public hearing and adoption of the final budget.

Staff has met with the Mayor and Council in several budget work meetings and has prepared the tentative budget document for adoption.

A copy of the tentative budget will be provided to the Council dropbox prior to the meeting.

Alternatives:

Alternatives are to: 1) Adopt Resolution 24-17 approving the tentative budget and setting a public hearing for June 6, 2024; 2) Adopt Resolution 24-17 with changes to the tentative budget and/or the public hearing date; or 3) Remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 24-17 approving the tentative budget and setting a public hearing for June 6, 2024, at 7:00 p.m.

RESOLUTION 24-17

ADOPTING A TENTATIVE BUDGET FOR LAYTON CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, AND SETTING A PUBLIC HEARING TO HEAR INTERESTED PERSONS PRIOR TO ADOPTING A FINAL BUDGET.

WHEREAS, according to Utah Code Section 10-6-111, a tentative budget should be adopted at the first City Council meeting in May, and be made available for public inspection at least ten days prior to a public hearing on the budget; and

WHEREAS, a public hearing must be held in order to hear all interested persons on the matter and must be prior to adopting a final budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:

SECTION I. That the City Council of Layton City, Davis County, State of Utah, does hereby approve and adopt a tentative budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in form and amounts set forth in the written budget document attached hereto and made a part of this resolution as though set forth in full herein.

SECTION II. That a public hearing is hereby set for Thursday, June 6, 2024, at 7:00 p.m. to hear all interested persons on the matter of the budget.

PASSED AND ADOPTED by the City Council of Layton, Utah, this **2nd day of May, 2024.**

JOY PETRO, Mayor

ATTEST:

KIMBERLY S READ, City Recorder

APPROVED AS TO FORM:



CLINTON DRAKE, City Attorney

PREPARED BY:



TRACY PROBERT, Finance Director

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

Item Number: 6.B.

Subject:

Public Hearing and Adoption of Community Development Block Grant (CDBG) Annual Action Plan for 2024-2025 – Resolution 24-16

Background:

In conformance with the requirements of the CDBG program, Layton City invites all interested parties to comment on the City housing and community development needs of low income persons and the development of the Annual Action Plan for the use of CDBG funds for the 2024-2025 grant period.

Alternatives:

Alternatives are to: 1) Adopt Resolution 24-16, adopting the CDBG Annual Action Plan for 2024-2025; or 2) Not adopt Resolution 24-16 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 24-16 adopting the CDBG Annual Action Plan for 2024-2025. Funding recommendations are based on a projected budget. The actual budget appropriation has not been designated by HUD yet. If there are additional/fewer funds allocated, Staff recommends an across the board percent increase/decrease to activities in the Plan, except for public service partner sub-grants that will not be decreased.

RESOLUTION 24-16

A RESOLUTION ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN 2024-2025

WHEREAS, Layton City is an entitlement recipient of the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program; and

WHEREAS, Layton City is responsible for overseeing the development of an Annual Action Plan that describes the use of CDBG funds; and

WHEREAS, Layton City has prepared the Annual Action Plan 2024-2025 in accordance with Federal Regulations and has made these drafts available for public review and comment; and

WHEREAS, The Annual Action Plan 2024-2025 is ready for final review and adoption by the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:

1. That the Annual Action Plan 2024-2025, which is attached hereto and incorporated by this reference, is hereby adopted and may be submitted to HUD.

2. That the Mayor is authorized to execute any and all approvals and agreements with HUD for the use of Community Development Block Grant funds.

3. That the Mayor is authorized to execute the applicable Homebuyer Assistance Grant Agreements, Housing Activity Agreements, and the Grant Agreements for public service agencies that are provided grant funds in the Annual Action Plan 2024-2025. The following proposed funding recommendations for Layton City's public service agencies are subject to final CDBG appropriation by HUD for program year 2024-2025:

- Open Doors and Davis County Homeless, \$18,456;
- Davis Citizen's Coalition Against Violence (Safe Harbor), \$18,480;
- Layton Community Action Council (Youth Court), \$12,053;
- Lantern House, \$5,526.70.

PASSED AND ADOPTED by the City Council of Layton, Utah, this ____ day of _____, _____.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder

APPROVED AS TO FORM:



CLINTON DRAKE, City Attorney

SUBMITTING DEPARTMENT:



Chad Wilkinson, Director
Community and Economic Development

Layton City's CDBG Annual Action Plan

- Covers program year July 1, 2024 to June 30, 2025
- Outlines how City allocates allotment of CDBG funds
- Includes feedback from community and City partners



2024-25 CDBG Activities & Funding - \$363,438*

Program	Amount Funded
• Administration & Planning (20% cap):	\$72,687.60
• Special Economic Development Activities	TBD
• Homebuyer Assistance:	\$20,000
• Critical Home Repair/Rehab:	\$33,000
• Have a Heart/Habitat for Humanity/DSD Homes	\$183,234.70
• Public Service Sub-grants (15% cap):	\$54,515.70
• Open Doors: (Includes \$6,000 Davis County Homeless Motel Vouchers)	\$18,456
• Safe Harbor:	\$18,480
• Layton Community Action Council (Youth Court):	\$12,053
• Lantern House:	\$5,526.70

* 2023-2024 HUD allocation. 2024-2025 Public Service Sub-grants will be adjusted proportionally.

Layton City Teen Shelter
Groundbreaking Ceremony



Layton City 2024-2025 Community Development Block Grant (CDBG) Annual Action Plan

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Layton City is proud to receive annual funding through the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program. This grant allows us to invest in critical areas like affordable housing, community development, and local resiliency.

Planning for the Future

Each year, we develop an Action Plan detailing specific projects and funding allocations. We conduct thorough assessments, including public outreach and data analysis, to identify community needs in housing, homelessness, and more. Our Plan uses data-driven decision information to prioritize needs and allocate resources effectively. We focus on increasing homeownership, supporting community development, and ensuring access to affordable, discrimination-free housing. We adhere to strict ethical and management practices, ensuring accountability and responsible use of funds.

Collaboration is Key

We partner with local organizations and residents to leverage resources and maximize impact. Together, through the CDBG program, we are building a stronger, more vibrant Layton City for all.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Layton City's 2024-2025 Annual Action Plan is a roadmap for the community's future, focusing on fostering impartial housing and economic opportunities for low-to-moderate-income (LMI) residents. This one-year plan, crafted through collaboration with citizens, organizations, and businesses, outlines key actions to address our community's needs.

The Plan's Multifaceted Role

- **Building Together:** The Plan serves as a blueprint for inclusive development, guided by the voices and aspirations of our community stakeholders.
- **Securing Resources:** It leverages federal funding from HUD's formula grant program to support specific initiatives.
- **Strategic Implementation:** It outlines an effective strategy for utilizing HUD programs to achieve defined goals.
- **Measuring Progress:** The Plan establishes clear performance metrics to track success and inform future Annual Action Plans.

Driven by HUD Objectives, Focused on Local Outcomes

The Plan aligns with HUD's priorities while addressing Layton City's specific needs. It aims to create and conserve quality housing. The Plan strives to enhance the availability of affordable housing, remove discriminatory barriers, and provide supportive housing for individuals with special needs.

The goal to build vibrant neighborhoods will enable safer, more livable communities where LMI residents thrive, with increased housing opportunities and revitalized neighborhoods. Empowering economic opportunity will help expand access to well-paying jobs, promote homeownership, and empower LMI residents to achieve self-sufficiency through comprehensive development strategies.

By working together towards these ambitious goals, Layton City aims to build a more inclusive and prosperous future for all.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Layton City prioritizes subrecipients with a proven track record of success when allocating CDBG funding. Each year, subrecipients are evaluated based on several key performance factors, including:

- **Application compliance:** Thoroughness and accuracy of application submissions.
- **Timeliness:** Promptness in delivering quarterly reports and invoices.
- **Service delivery:** Meeting or exceeding contracted service levels, particularly those benefiting low-to-moderate-income residents.
- **Compliance:** Strict adherence to CDBG regulations and City guidelines.

Subrecipients demonstrating overall positive performance in these areas are more likely to be chosen for funding during the Annual Plan review process.

Layton City is committed to continuous improvement of its CDBG program. This commitment includes:

- Self-evaluation: Regularly assessing program effectiveness and identifying areas for improvement.
- External consultation: Engaging with experts to gather valuable insights and recommendations.
- Policy alignment: Ensuring program policies are compliant with HUD regulations.
- Subrecipient support: Providing comprehensive oversight and technical assistance to subrecipients.

The City's dedication to performance is reflected in its annual Consolidated Annual Performance Evaluation Report (CAPER), submitted to HUD within 90 days of each program year. This report details progress towards both five-year and annual goals, ensuring transparency and accountability to stakeholders.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Layton City has a Citizen Participation Plan that is used to guide how it provides notice and outreach to residents for public hearings regarding all aspects of the CDBG process. The Plan also provides for public input into the allotment of CDBG funds granted to the City. All notices for public hearings are published in the Standard-Examiner, a regional newspaper; the Layton City website; and the State of Utah Public Notices website. Residents and community organizations are encouraged to attend all public hearings and share comments on the Annual Action Plan. The City also makes information available to the public about the anticipated amount of federal funds expected from HUD, and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low-to-moderate-income. This information is always available at the Layton City Center Building. In addition, the City takes steps to outreach to minority groups, non-English speaking persons, and persons with disabilities. This outreach includes contacting local ecclesiastical leaders, updating and sharing a list of employees who speak another language, and adding a Spanish translation application option to the City's website. The City also works with nonprofit providers to assist homeless individuals and families.

Activity	Description
Public hearing on Plan	The first public hearing was held on February 1, 2024.
Public Hearing on Plan (Final)	The final hearing was held on May 2, 2024.
Information on anticipated funds and activities	Information is always available at the Layton City Center Building.
Outreach to minority groups	Outreach included contacting local ecclesiastical leaders.
Meeting with women and minority business leaders	City staff met with business leaders and discussed their challenges and needs.

Consultation with Salt Lake Valley Habitat for Humanity	The program includes water and energy conservation efforts.
Funding and collaboration with homeless assistance providers	The City funds and works closely with nonprofit providers.

Table 1 - Citizen Participation Process and Consultation

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Layton City held a public comment period for the Annual Action Plan from February 1, 2024 to May 2, 2024. The City encouraged input on the Plan process utilizing public notices, messages via the City's social media accounts, holding two public hearings, and meetings with key stakeholders. All comments and responses from these were recorded.

[Public comments/details to follow.]

6. Summary of comments or views not accepted and the reasons for not accepting them

We actively sought public input on the Annual Action Plan through various channels, including City Council meetings, social media posts, emails, phone calls, direct mail, and in-person visits. All comments received, before and during the public hearing, were carefully considered to ensure the final plan reflects the community's diverse perspectives.

7. Summary

Layton City built its Annual Action Plan on a foundation of inclusive participation, actively seeking input from residents and organizations across various channels. We understand the importance of public involvement and are committed to expanding participation even further.

While we'll continue publishing notices in the newspaper and on our website; we're exploring new outreach methods to reach even more voices, particularly within minority communities. Public insights are crucial in shaping the future of housing, community, and economic development in Layton.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		LAYTON	
CDBG Administrator	LAYTON		Community & Economic Development / Layton City
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

Table 2 – Responsible Agencies

Narrative (optional)

Layton City's Community and Economic Development Department takes the lead in shaping our future: preparing and managing the Annual Action Plan and CAPER reports.

Consolidated Plan Public Contact Information

Layton City Community & Economic Development

437 North Wasatch Drive

Layton, Utah 84041

801-336-3770

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City prioritized inclusive engagement, reaching out to residents struggling with affordability, diverse community leaders, organizations providing essential services, faith communities offering support, and key stakeholders across sectors, including City departments.

In a commitment to understanding diverse perspectives, the City engaged residents facing economic challenges, community leaders representing various backgrounds, organizations dedicated to social well-being, those serving the homeless population, faith communities fostering hope, and key partners within the City.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Leading the Way: Community Shaping the City's Future

The City spearheaded a comprehensive public engagement process to gather input from residents and stakeholders for the Consolidated Plan. This collaborative effort informed the plan's goals, strategies, and priorities, ensuring they reflect the community's diverse needs and aspirations.

Beyond Engagement: Deepening Collaboration

City Community and Economic Development staff went beyond simply collecting public opinion. They actively partnered with service providers and other government agencies to gather crucial data for the Consolidated Plan's technical analysis. This collaborative approach ensures the plan is grounded in factual evidence and addresses identified areas of concern.

Breaking Language Barriers: Expanding Access

Recognizing the importance of inclusivity, the City took a significant step by adding a Spanish translation application option to its CDBG and homebuyer down payment assistance programs webpage. This commendable measure removes language barriers and fosters greater participation from non-English speaking residents, creating a more accessible process.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Layton City recognizes the importance of addressing homelessness and domestic violence, prioritizing support for organizations that collaborate with crucial local programs like the Continuum of Care. This network of support includes:

Open Doors: Providing temporary shelter through their Davis County Homeless program, offering motel vouchers for individuals in need.

Safe Harbor: Offering a safe haven for victims of domestic violence, providing essential refuge and support.

Lantern House: Located in nearby Ogden, this shelter serves homeless individuals and families across the Wasatch Front, including veterans, families with children, and residents from Davis County itself. They offer comprehensive support services alongside temporary housing.

By partnering with these vital organizations, Layton City demonstrates its commitment to creating a community where everyone has access to resources and assistance during challenging times.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Layton City does not allocate ESG funds, develop performance standards and evaluate outcomes, or develop funding, policies and procedures for the administration of HMIS.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Davis School District
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Education Services-Employment Services - Narrowing the Digital Divide Other government - County Major Employer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Layton City Tackles Homelessness Head-On: Collaborations and Concrete Actions with DSD. Layton City isn't simply acknowledging the issue of homelessness; it's actively collaborating and investing in concrete solutions. Here's how. Bridging the Gap with Davis School District: Layton City's CDBG Specialist regularly consults with Davis School District (DSD) staff, understanding their crucial role in supporting homeless families and youth (aged 5-18) through the Davis Education Foundation. Currently, DSD serves an average of 1,200 homeless students - a stark reminder of the need for action. Investing in Resources and Shelter: Recognizing the critical need, Layton City partnered with DSD, to purchase a vacant lot. This land was donated for the construction of a dedicated teen resource center in Layton specifically for homeless youth. Additionally, the collaboration with DSD helps facilitate the acquisition of a vacant residential lot and construction of affordable housing, providing more stable options for families struggling with homelessness. These initiatives demonstrate Layton City's commitment to: Proactive collaboration with key stakeholders like DSD. Delivering tangible solutions like resource centers and affordable housing specifically addressing youth homelessness. Creating a more supportive and inclusive community for all its residents.</p>
2	Agency/Group/Organization	Safe Harbor Crisis Center
	Agency/Group/Organization Type	<p>Services - Housing</p> <p>Services-Children</p> <p>Services-Persons with Disabilities</p> <p>Services-homeless</p> <p>Services - Victims</p> <p>Regional organization</p>

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City's CDBG Specialist collaborated with Safe Harbor, Davis County's domestic violence shelter, to bolster vital services for victims in the community. Safe Harbor offers temporary housing, counseling, and advocacy to individuals escaping abusive situations. CDBG funds have played a crucial role in supporting these essential services. The partnership's impact extends beyond financial assistance. Layton City's Specialist met with Safe Harbor's director and staff, fostering a meaningful partnership and ensuring funds are utilized effectively. This commitment has been instrumental in enabling Safe Harbor to expand its reach within the community. A cornerstone of this expansion is the development of a facility on the campus of the Intermountain Healthcare Layton Hospital. This strategic location enhances accessibility and underscores the organization's dedication to providing comprehensive support within a healthcare setting.
3	Agency/Group/Organization	St. Anne's Center (Lantern House)
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Service-Fair Housing Services - Victims

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	<p>Layton City's CDBG program joined forces with Lantern House, a vital organization serving homeless families and individuals across the Wasatch Front. Lantern House operates the Ogden Community Shelter and Self-Sufficiency Center, offering a lifeline to those in need, regardless of their city or county of origin. From Davis County to Weber County and beyond, people facing homelessness find crucial support at Lantern House. Their services begin with a comprehensive assessment, gathering necessary information to understand each individual's situation. Families, single women, and single men seeking self-sufficiency are then paired with a dedicated case manager. This partnership empowers them to chart a path towards stability, connecting them to a network of on-site and community resources. By supporting Lantern House, Layton City contributes to a regional solution for homelessness. This centralized approach eliminates the need for individual cities to maintain their own shelters, fostering a more efficient and impactful use of resources. Layton City's CDBG contribution directly enables Lantern House to provide shelter, critical services, and hope to Layton residents experiencing homelessness. With their guidance and support, these individuals can gain the tools and resources they need to achieve self-sufficiency and build brighter futures.</p>

4	Agency/Group/Organization	Open Doors
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Employment Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City's CDBG specialist met with representatives from Open Doors, a local organization dedicated to supporting low-to-moderate-income individuals and families. The meetings and consultations, attended by Open Doors' Executive Director Jason Wilde, Assistant Executive Director Daneen Adams, and Operations Director Donette DeMaio, focused on exploring collaborative efforts to address critical community needs. Open Doors offers a variety of essential services, including: Housing assistance: Helping individuals and families secure stable and affordable housing options. Food insecurity: Providing access to nutritious food resources for those struggling with hunger. Crisis childcare: Offering emergency childcare solutions for families facing unexpected challenges. These various consultations signify Layton City's commitment to partnering with organizations like Open Doors to leverage resources and maximize their impact on the community.
5	Agency/Group/Organization	Salt Lake Valley Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Market Analysis Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City CDBG Specialist met with Carin L. Crowe, Senior Director of Operations and Development and Kate Nielsen, Construction Field Operations Director with Salt Lake Valley Habitat for Humanity. This is a nonprofit organization that strives to help local low-to-moderate-income families have a place to call home. The organization was contacted to resume the City's Critical Home Repair/Rehab activity. Layton City also assists in the purchase of a vacant lot to be donated to Have a Heart/Habitat for Humanity for the construction of an affordable home. Habitat for Humanity has also agreed to assist Layton City to help plan and prepare for changing natural hazards with its Critical Home Repair/Rehab program. This program includes water and energy conservation efforts such as water-saving faucets, showers, energy efficient windows, etc.
6	Agency/Group/Organization	DAVIS COUNTY
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims Services - Narrowing the Digital Divide Child Welfare Agency Other government - County

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City's CDBG Specialist collaborates with the County's Grants Administrator/Economic Development Coordinator, Ryan Steinbeigle; and the County's Community and Economic Development Department to ensure compliance and coordination for regional HUD-supported programs in Utah. This includes attending monthly meetings and consultations, as well as participating in Davis Chamber of Commerce events to stay connected with local government and business leaders.

7	Agency/Group/Organization	CLEARFIELD
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Service-Fair Housing Services - Victims Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Clearfield City, one of three entitlement communities in Davis County, Utah, CDBG funds to serve its over 32,000 residents. Allison Barnes, the city's Legal Assistant/CDBG Coordinator, collaborates monthly with Layton City's CDBG Specialist to ensure strategic alignment and effective resource allocation.

8	Agency/Group/Organization	UTOPIA Fiber
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Broadband Access
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City isn't just keeping up with the times; it's setting the pace. Residents and businesses enjoy the nation's fastest Internet speeds thanks to their visionary investment/partnership in city-wide fiber optic infrastructure -- UTOPIA. This cutting-edge technology delivers blazing-fast speeds, unparalleled reliability, and symmetrical upload and download - a dream for any Internet user. But Layton City doesn't stop there. Recognizing the importance of access for all, they offer free broadband Wi-Fi hotspots in key locations like the County Library, public offices, and even city parks. This commitment to digital inclusion ensures everyone can benefit from the power of the Internet, whether catching up on emails, downloading files, or simply browsing the web. If someone is looking for a community that embraces innovation and prioritizes digital connectivity, Layton City is the place to be.
9	Agency/Group/Organization	LAYTON COMMUNITY ACTION COUNCIL
	Agency/Group/Organization Type	Services-Children Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Youth Services

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City's CDBG Specialist continues to collaborate with Youth Court Director for continued community impact. Meetings were held with Karlene Kidman, Director of the Layton Community Action Council's Youth Court program. These discussions aim to secure ongoing support for the program, which empowers K-12 students and fosters safer streets. The Youth Court program relies on dedicated volunteers who mentor minor offenders, guiding them towards responsible behavior. This impactful program contributes to improved academic performance, increased self-esteem, and positive attitude shifts among Layton students. By promoting positive choices and fostering community involvement, the Youth Court program fosters a safer and brighter future for all.
10	Agency/Group/Organization	Davis Technology College
	Agency/Group/Organization Type	Services-Education Services-Employment Business Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City and the Davis Tech Business Resource Center have joined forces to plan and coordinate free small business seminars. Layton City CDBG Specialist Morgan Cloward and Economic Development Coordinator Tiffany McLelland collaborate to develop training programs for local business owners and leaders, focusing on key areas including marketing, customer service, and recruiting. These seminars are specifically designed for businesses that employ low-to-moderate-income individuals.
11	Agency/Group/Organization	LAYTON
	Agency/Group/Organization Type	Other government - Local Grantee Department

	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Layton City's Community and Economic Development department actively empowers local businesses through its quarterly Small Business Seminars. These targeted sessions, open to all, including minority and women-owned enterprises, equip business leaders with valuable skills in marketing, accounting, staffing, and networking. More than just training, the seminars foster face-to-face connections between local businesses. This dialogue allows City staff to gain firsthand insights into current challenges and needs, enabling them to tailor future support initiatives effectively. Beyond business skills, the department goes further by collaborating with other City departments. By partnering with Engineering, they proactively plan and prepare for changing natural hazards, like water and energy conservation. This collaborative approach ensures the community's resilience and future sustainability. In essence, Layton City's Community and Economic Development department acts as a vital partner for local businesses, fostering growth, resilience, and a thriving community.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 4 – Other local / regional / federal planning efforts

Annual Action Plan
2024

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Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Layton City Encourages Resident Involvement in Community Planning

Layton City actively promotes citizen participation, especially among low-to-moderate-income residents, in shaping the community. Here's how:

Transparency and Accessibility

- Public meeting notices are widely available in the Standard Examiner newspaper, the State Public Notice website, and the Layton City website.
- Meetings are held at the conveniently located Layton City Center building and streamed live on the City's Facebook page. Meeting times are chosen to accommodate diverse schedules.

Language and Accessibility Services

- A regularly updated list of City staff proficient in other languages is available to assist residents who need translation support.
- Accommodations for disabled citizens ensure everyone can participate in shaping public policy.
- The CDBG and homebuyer down payment assistance programs webpage on the Economic Development website offers a Spanish translation option.

Engaging in the Planning Process

- Citizen input played a crucial role in assessing needs, conducting market analysis, and establishing goals and priorities for the Annual Action Plan.
- Residents were provided opportunities to share their perspectives during the plan's development.

Open Communication and Feedback

- Public hearings and comment periods are announced in the local newspaper.
- A 30-day public comment period began February 1, 2024.
- Two public hearings were held on February 1 and May 2, 2024; feedback was actively solicited from the community and key stakeholders.

Layton City is committed to citizen engagement, ensuring that everyone has a voice in shaping the future of their community.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
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1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish-Speaking</p> <p>Persons with disabilities</p>	<p>During the Layton City Council Meeting/Public Hearing on February 1, 2024, Daneen Adams, Assistant Executive Director from Open Doors, informed the Council of the results from The Point In Time count and reported over 100 homeless individuals were identified. She also indicated 130 homeless people were on a waiting list for the rapid re-housing program. She stated demand for food from the Food Bank had increased by 68% at the same time it was experiencing a decrease in food donations. She announced the results from a recent inventory which identified approximately 127,000 pounds of available food and reported the food bank generally operated at 800,000 pounds of food. She expressed her opinion the focus should be on assisting people as opposed to 'programs' and informed the Council a local trailer park consisting of 47 trailers was currently on the market to be sold which could easily contribute to more homeless within the community. She mentioned the Circles program had been successful with participants. She concluded she had worked with Open Doors for 14 years and had not witnessed so much 'need' within the community. Mayor Petro requested she speak to Code Blue. Ms. Adams responded this required shelters to increase capacity when temperatures decrease below 15 degrees. Since Davis County had no homeless shelter or warming center, Open Doors was responsible to provide shelter, usually through hotel vouchers, which was extremely expensive. She reported she only had nine available rooms and every Code Blue those were booked. She explained the challenges associated with the review process for hotel placement which was a significant drain on Staff resources. Mayor Petro mentioned Open Doors had depleted its hotel voucher funding by Christmas. Ms. Adams reported Layton City had been a great support for Open Doors and stated it also received CDBG funding from Davis County and Clearfield City, as well as funding from the State of Utah and private donors. She also informed the Council what could be used as a 'warming center'. Timothy Schafermeyer, Layton Youth Court, expressed appreciation</p>	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	
				for the CDBG funding received by the Youth Court. He informed the Council this was the 26th year for the Layton Youth Court program with 25 youth currently trained to be judges. He reported the Court was halfway through its operating year and had received 61 cases thus far; last year the Court received a total of 62 cases and suggested the number of cases could easily double. He announced 100% of offenders had completed their cases for the previous two years and indicated the majority of those were marijuana possession followed by retail theft. He also mentioned the 'Learning to Breathe' class offered in conjunction with Davis Behavioral Health and mentioned those participants weren't just from Layton City.		

Table 5 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Layton City intends to utilize its annual grant from HUD as exclusive funding to carry out CDBG activities.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	363,000	14,000	0	377,000	1,452,000	HUD awarded Layton City \$363,000 [Note: This is the amount for the City's 2023-2024 grant. This number will be updated to reflect the 2024-2025 award amount] for CDBG Program Year 2024-2025. It is estimated that about \$14,000 in Program Income will be added during the Program Year. It is estimated that \$377,000 will be available for this Annual Action Plan.

Table 6 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Layton City does not receive additional funds to support its CDBG expenses. Its Public Services partners receive additional private, state, and federal funding to support their respective programs. Within the City's Redevelopment Project Area (RDA), there exists potential Tax Increment Financing (TIF) from the RDA, in combination with CDBG funds for Special Economic Development Activities.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

Layton City plans to use its annual grant from HUD as its only source for carrying out CDBG-associated activities.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

[Note: Funding amounts are from the City's 2023-2024 grant. These number will be later updated proportionally to reflect the 2024-2025 award amount]

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Davis County Homeless	2023	2027	Homeless		Homeless Persons	CDBG: \$6,000	Homeless Person Overnight Shelter: 10 Persons Assisted
2	Acquisition of Real Property	2023	2027	Affordable Housing		Homebuyer Assistance Acquisition of Real Property	CDBG: \$183,000	Direct Financial Assistance to Homebuyers: 1 Households Assisted
3	Emergency Home Repair/Rehab	2023	2027	Affordable Housing		Emergency Home Repair/Rehab	CDBG: \$33,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
4	Homebuyer Assistance	2023	2027	Affordable Housing		Homebuyer Assistance	CDBG: \$30,000	Direct Financial Assistance to Homebuyers: 6 Households Assisted
5	Lantern House	2023	2027	Homeless		Homeless Persons	CDBG: \$6,000	Homeless Person Overnight Shelter: 15 Persons Assisted
6	Open Doors	2023	2027	Non-Homeless Special Needs		Homeless Persons	CDBG: \$12,000	Public service activities for Low/Moderate Income Housing Benefit: 100 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Youth Court (Layton Community Action Council)	2023	2027	Non-Homeless Special Needs		Youth Court (Layton Community Action Council)	CDBG: \$13,000	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
8	Safe Harbor	2023	2027	Homeless Non-Homeless Special Needs		Homeless Persons	CDBG: \$18,000	Homeless Person Overnight Shelter: 30 Persons Assisted

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Davis County Homeless
	Goal Description	
2	Goal Name	Acquisition of Real Property
	Goal Description	
3	Goal Name	Emergency Home Repair/Rehab
	Goal Description	
4	Goal Name	Homebuyer Assistance
	Goal Description	
5	Goal Name	Lantern House
	Goal Description	

6	Goal Name	Open Doors
	Goal Description	
7	Goal Name	Youth Court (Layton Community Action Council)
	Goal Description	
8	Goal Name	Safe Harbor
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

Layton City will oversee and support the following projects, activities, during the 2024-2025 CDBG Program Year.

Projects

#	Project Name
1	PY2024 Administration
2	PY2024 Homebuyer Assistance
3	PY2024 Acquisition of Real Property
4	PY2024 Critical Home Repair/Rehab
5	PY2024 Public Services

Table 8 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

CDBG allocation decisions are based off of goals identified in the current Layton City Consolidated Plan, input received from the public, government, and other agencies.

AP-38 Project Summary
Project Summary Information

1	Project Name	PY2024 Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$73,000
	Description	Administration and planning for the Community Development Block Grant. [CDBG Matrix Code 21A]
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Administration and planning for the Community Development Block Grant.
2	Project Name	PY2024 Homebuyer Assistance
	Target Area	
	Goals Supported	Homebuyer Assistance
	Needs Addressed	
	Funding	CDBG: \$30,000
	Description	Homebuyer assistance to qualifying homebuyers. [CDBG Matrix Code 13B]
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Homebuyer assistance to three qualifying homebuyers.
	Location Description	TBD.
	Planned Activities	Homebuyer assistance to qualifying low-to-moderate-income homebuyers.
3	Project Name	PY2024 Acquisition of Real Property
	Target Area	
	Goals Supported	Acquisition of Real Property

	Needs Addressed	Homebuyer Assistance Acquisition of Real Property
	Funding	CDBG: \$183,000
	Description	Assist Davis School District (DSD), Have a Heart, and Habitat for Humanity with the acquisition of land and required improvements for the construction of a new, single-family home. [CDBG Matrix Code 01]. These partners are responsible for all construction costs, contracts, and contractors associated with the building of the house.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Assist Davis School District (DSD), Have a Heart, and Habitat for Humanity with the acquisition of land and required improvements for the construction of one new, single-family home.
	Location Description	TBD.
	Planned Activities	Assist Davis School District (DSD), Have a Heart, and Habitat for Humanity with the acquisition of land and required improvements for the construction of one new, single-family home.
4	Project Name	PY2024 Critical Home Repair/Rehab
	Target Area	
	Goals Supported	Emergency Home Repair/Rehab
	Needs Addressed	Emergency Home Repair/Rehab
	Funding	CDBG: \$33,000
	Description	Layton City's Critical Home Repair and Rehab Program provides qualified homeowners grant money to correct a critical condition determined to present a danger to health and safety of the occupants or residential property. The Rehab portion of the program helps eliminate blight, conserves energy, and preserves housing.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated Layton City's Critical Home Repair and Rehab Program will provide about 10 qualified homeowners assistance to correct a critical condition determined to present a danger to health and safety of the occupants or residential property. The Rehab portion of the program helps eliminate blight, conserves energy, and preserves housing.
	Location Description	TBD.

	Planned Activities	Provide homeowners assistance to correct a critical condition determined to present a danger to health and safety of the occupants or residential property. The Rehab portion of the program helps eliminate blight, conserves energy, and preserves housing.
5	Project Name	PY2024 Public Services
	Target Area	
	Goals Supported	Davis County Homeless Lantern House Open Doors Safe Harbor Youth Court (Layton Community Action Council)
	Needs Addressed	Homeless Persons Youth Court (Layton Community Action Council)
	Funding	CDBG: \$54,500
	Description	Includes: Open Doors nursery respite care and Circles peer mentoring program [CDBG Matrix Code 05L]; Davis County Homeless assistance in removing homeless individuals/families [CDBG Matrix Code 05Q]; Safe Harbor Domestic Violence Shelter [CDBG Matrix Code 05G]; Youth Court, an alternative to the Court's System for youth that commit crimes [CDBG Matrix Code 05D]; and La03T].
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Open Doors: 100 low-to-moderate-income persons assisted; Davis County Homeless: 10 homeless persons assisted; Safe Harbor: 30 persons assisted, primarily women and children; Youth Court: 80 persons assisted; Lantern House: 15 homeless persons assisted.
	Location Description	Open Doors, 1360 East 1450 South, Clearfield, Utah 84015; Davis County Homeless, location TBD; Safe Harbor, Non-disclosed shelter in Davis County, Utah; Youth Court, Layton City Council Chambers, 437 North Wasatch Drive, Layton, Utah 84041; Lantern House, 269 West 33rd Street, Ogden, Utah 84401.

	Planned Activities	<p>Open Doors: Nursery respite care and Circles peer mentoring program;</p> <p>Davis County Homeless: Provide a short-term motel voucher to homeless individuals/families;</p> <p>Safe Harbor: Shelter for adults and child victims and resource and referral services;</p> <p>Youth Court: Youth Court provides an alternative to the court's system for youth that commit crimes. A juvenile court judge may refer offenders to the Youth Court for sentencing. In Youth Court, the offenders are given a sentence by a jury made up of their peers. This provides a positive experience for both the offenders and jury. CDBG funds will assist in supporting the salary of the Youth Court Administrator;</p> <p>Lantern House: Provide temporary shelter for homeless persons.</p>
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Layton City offers a variety of programs to assist low-to-moderate income residents, including minorities, with acquiring a home, making a down payment, or repairing their existing home. These programs include Home Down Payment Assistance, Acquisition of Real Property (partnering with DSD, Have a Heart, and Habitat for Humanity), and Critical Home Repair/Rehab.

Geographic Distribution

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Layton City's programs for down payments, homeownership (partnering with DSD, Have a Heart, and Habitat for Humanity), and critical repairs/rehabilitation are available to qualified low-to-moderate income residents throughout Layton.

Discussion

By investing in down payment assistance, homeownership opportunities (partnering with DSD, Have a Heart, and Habitat for Humanity), and critical home repairs, Layton City is working to: strengthen neighborhoods; promote inclusion; enhance the well-being of low-to-moderate income residents.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Layton City aims to create 11 new affordable housing units. This plan includes:

- 10 homebuyer assistance loans to help residents purchase existing homes.
- Constructing one new affordable home.

Additionally, the Critical Home Repair/Rehab program will assist six households. This program helps with:

- Critical repairs that address immediate health and safety hazards.
- Improvements that reduce blight, conserve energy and water, and preserve existing housing.

One Year Goals for the Number of Households to be Supported	
Homeless	55
Non-Homeless	17
Special-Needs	0
Total	72

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	6
Acquisition of Existing Units	10
Total	17

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

Layton City's plan to increase affordable housing includes:

- 10 homebuyer assistance grants to help residents purchase existing homes.
- Facilitating the construction of one new affordable home, potentially partnering with Davis

School District (DSD), Have a Heart, or Habitat for Humanity.

The City's Critical Home Repair/Rehab program is expected to assist six households by:

- Addressing critical repairs that threaten the health and safety of residents or the property.
- Making improvements that eliminate blight, conserve energy and water, and preserve existing housing.

AP-60 Public Housing – 91.220(h)

Introduction

The Davis Community Housing Authority (DCHA), which is the local public housing authority, manages public housing units in both Davis County and Layton City. It's important to note that these programs are separate from the Layton City CDBG program.

Actions planned during the next year to address the needs to public housing

Layton City will keep collaborating with DCHA to provide advice and support for public housing initiatives.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Layton City remains committed to empowering DCHA residents. This includes encouraging their participation in housing management and homeownership opportunities, such as the readily available Layton City home down payment assistance program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

Though DCHA holds responsibility for creating public housing in Davis County and Layton City, the City is committed to supporting their mission in any way possible.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Our community's most vulnerable individuals and families, including those experiencing homelessness or at risk of losing their homes, require our support. Layton City partners with organizations like Lantern House, Safe Harbor, and Open Doors, utilizing CDBG funds to empower them in assisting these individuals. We also stand alongside DCHA, applauding their efforts in providing aid to our homeless population.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Layton City will leverage partnerships with established organizations like Lantern House, Safe Harbor, Open Doors, and others deeply connected to the homeless community. By collaborating with these experts, the City will gain valuable insights into individual needs and identify areas where assistance can be most effective. This coordinated approach ensures resources are directed towards maximizing support for those experiencing homelessness in Layton.

Addressing the emergency shelter and transitional housing needs of homeless persons

Recognizing the importance of safe havens, Layton City will continue its partnership with Lantern House, Safe Harbor, Open Doors, and others to provide essential emergency shelter and transitional housing programs for those experiencing homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Layton City stands alongside partners like Lantern House, Safe Harbor, and Open Doors. These organizations empower individuals experiencing homelessness by providing efficient services, resources, and referrals. This includes collaboration with DCHA to facilitate a smooth transition to permanent housing through the Continuum of Care program. Importantly, these partners go the extra mile by tracking formerly homeless individuals, offering ongoing support to prevent them from falling back into

homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Layton City acknowledges the crucial role played by Open Doors, Safe Harbor, and DCHA as primary institutions preventing homelessness for low-income individuals and families. The city continues its unwavering support for their ongoing efforts.

Discussion

Layton City is strategically allocating CDBG funds to bolster the work of local public service agencies, including Lantern House, Safe Harbor, and Open Doors, in their ongoing fight against homelessness.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Layton City's Efforts to Address Fair Housing Challenges

Layton City identified three key obstacles to fair housing in its Analysis of Impediments to Fair Housing Choice (2021-2022): availability, affordability, and infrastructure limitations. To address these issues, the city has taken several initiatives:

- Zoning for multi-family housing: Layton City has designated specific areas suitable for the development of multi-unit housing options.
- Financial assistance: The city has utilized Redevelopment Agency funds to financially support the construction of qualifying multi-family developments, promoting affordability.
- Down payment assistance: Programs offered by Layton City help residents overcome the initial financial hurdle of purchasing a home by providing assistance with their down payment.
- Supporting low-income housing: The city collaborates in efforts to construct new homes specifically designated for households earning 80% or less of the Area Median Income (AMI).
- Affordable housing information: Layton City consistently keeps residents informed about available affordable housing options within the City.
- Building code adherence: The City adheres to the International Building Code, which is the statewide standard in Utah, ensuring consistent and fair regulations for residential development.

Layton City is committed to fair housing and has not identified any adverse effects of its current policies on either affordable housing or residential development within the City.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Layton City's Ongoing Commitment to Fair Housing

Layton City remains dedicated to fostering a fair and accessible housing environment for all residents. This commitment translates into several key ongoing initiatives:

- Promoting Mixed-Use Transit Oriented Development (TOD) Zones: These designated areas aim to unlock land potential for multi-family developments, potentially increasing the availability of affordable housing options.
- Continued Redevelopment Agency (RDA) Funding: Layton City will continue utilizing RDA funds

to financially support the construction of qualifying multi-family developments, promoting affordability.

- Homebuyer Down Payment Assistance: Existing programs providing grant assistance to qualified homebuyers for their down payment will continue, facilitating homeownership.
- Collaboration for Affordable Housing: The city continues its partnership with the Davis School District (DSD), Have a Heart, and Habitat for Humanity to secure land for the construction of an affordable single-family home.
- Fair Housing Information Dissemination: Layton City remains committed to consistently keeping residents informed about their options for fair housing within the City.
- Supporting Home Repair and Rehabilitation: Programs offering financial assistance for qualified homeowners to repair or rehabilitate their properties will continue.
- Encouraging Mixed-Use and Multi-Family Development: The City actively supports the development of mixed-use and multi-family projects within its seven designated town centers, aligning with the City's General Plan.

Through these ongoing efforts, Layton City demonstrates its dedication to addressing identified fair housing challenges and fostering a more inclusive community with diverse housing options.

Discussion:

The recent Analysis of Impediments to Fair Housing Choice study serves as a testament to Layton City's unwavering commitment to affirmatively furthering fair housing for all residents. This dedication translates into several impactful initiatives through the city's CDBG program:

- Down Payment Assistance: Layton City's CDBG program offers valuable assistance to qualified homebuyers in the form of down payment grants, facilitating their path to homeownership.
- Land Acquisition and Development: The CDBG program assists organizations like Have a Heart and the Davis School District with acquiring land and implementing necessary improvements for the construction of new, affordable single-family homes, expanding housing options for low- and moderate-income families.
- Supportive Zoning Regulations: The City actively supports zoning requirements that contribute to removing barriers to affordable housing, making it more accessible for low-to-moderate income individuals and households.

These CDBG initiatives combined with the findings of the Analysis of Impediments study demonstrate Layton City's comprehensive approach towards fostering a more equitable and inclusive housing environment for all residents.

AP-85 Other Actions – 91.220(k)

Introduction:

Layton City, Davis County, and subrecipients will collaborate to address the priority needs identified in the 2024-2025 Annual Action Plan.

Actions planned to address obstacles to meeting underserved needs

Layton City, in collaboration with its subgrantees and Davis County staff, will identify and address obstacles hindering them from meeting the needs of underserved communities.

Actions planned to foster and maintain affordable housing

Layton City's CDBG program is continuing its At Home in Layton program, offering down payment assistance to qualified homebuyers. This initiative tackles the barrier to affordable housing for applicants. Additionally, Layton City is partnering with Davis School District, Have a Heart, and Habitat for Humanity to build a new affordable housing unit for a qualified low/moderate income household.

Actions planned to reduce lead-based paint hazards

Layton City prioritizes lead-based paint awareness for families and professionals. City inspectors and CDBG staff are equipped to educate the public and mitigate risks when lead paint is identified.

Here's how Layton City tackles lead-based paint:

- **Training:** The City Chief Building Official and CDBG Administrator have completed HUD trainings on lead hazards and mitigation.
- **Down Payment Program:** Homes purchased with City assistance receive visual inspections for potential lead paint hazards.
- **Disclosures and Information:** Buyers receiving down payment assistance are informed about lead paint, with disclosures provided as needed.
- **Historic Building Loans:** Loans for historic building rehabilitation require lead paint mitigation plans.

Through these efforts, Layton City works to ensure the safety of its residents.

Actions planned to reduce the number of poverty-level families

While resources are limited, Layton City remains committed to supporting anti-poverty efforts. Recognizing the limitations of CDBG funding and even more restricted public service funding, the City

has strategically chosen to allocate funds to impactful organizations.

Open Doors, Safe Harbor, and Lantern House are recipients of CDBG funding due to their extensive programs addressing the needs of individuals facing poverty. These organizations provide crucial services such as counseling, resource referral, and support on the path to self-sufficiency – a strategy deemed most effective by the City in empowering its residents.

Actions planned to develop institutional structure

Layton City and Davis County, along with partners in Salt Lake City and Ogden, boast a comprehensive institutional structure and service delivery system. This collaborative network ensures there are no gaps in addressing priority needs across the region.

Actions planned to enhance coordination between public and private housing and social service agencies

Layton City remains committed to fostering collaboration and information exchange among all entities identified in the 2024-2025 Annual Action Plan. We will continue to actively share information and facilitate any necessary coordination to ensure the successful implementation of the plan and address priority needs effectively.

Discussion:

Layton City, Davis County, and subrecipients will collaborate to address the priority needs outlined in the 2024-2025 Annual Action Plan.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

This plan details the projects planned for the year using all allocated CDBG funds. Additionally, it outlines program income available to contribute to these projects.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

Layton City plans to allocate 70% of its 2024-2025 Annual Action Plan funding to programs that benefit low-to-moderate income residents.

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

Item Number: 6.C.

Subject:

Proposed Amendments to Layton City Municipal Code, Title 19 Zoning, Chapter 19.02 Definitions, Chapter 19.06 Land Use Regulations, and Chapter 19.26 Mixed-Use/Transit Oriented Development (MU-TOD) Zoning District to Add Inpatient Medical Facility as a Definition and Land Use – Ordinance 24-10

Background:

Over the last year, the City has received multiple requests for properties and zones where the City would allow inpatient medical facilities to be located. These facilities typically provide short overnight stays (between one and seven nights) for uses such as centers for sleep studies and rehabilitation centers that do not require a hospital stay. After reviewing the Code it was determined there was neither a definition nor a land use that would fit this requested use.

Current Code does allow for medical and dental clinics. However, these uses do not permit inpatient or overnight care except for in a hospital. A hospital as defined in the Code provides inpatient health services that are “primarily medical or surgical care,” which would not include a separate facility for sleep studies or facilities that provide skilled nursing and medical care requiring overnight stays.

The draft amendment would permit inpatient medical facilities for sleep studies, surgery centers, medical detox facilities and similar uses; and provide parameters for their use. Inpatient medical facility will be added as a new definition. This will specify the maximum size of the building, the maximum number of nights permitted for each patient, and require medical professionals and staff on site. These facilities would not include hospitals, assisted living, or other similar facilities. The inpatient medical facility will also be added as a new permitted use to Table 6-1. The proposed use would be permitted in all commercial and office zones and the mixed-use transit oriented zone.

The Planning Commission held a public hearing to review the proposed amendment. The Commission expressed concern that permitting the Inpatient Medical Facility in the MU (Mixed Use) zone could allow for a detox facility within a building that also included residential uses. They requested that changes be made to the ordinance to exclude the use from MU zones and to limit inpatient facilities in the MU-TOD zone to non-residential buildings.

Alternatives:

Alternatives are to: 1) Adopt Ordinance 24-10, amending Title 19 Zoning, Chapter 19.02 Definitions, 19.06 Land Use Regulations, and 19.26 Mixed-Use/Transit Oriented Development (MU-TOD) Zoning District; 2) Adopt Ordinance 24-10 with modifications; 3) Not adopt Ordinance 24-10 and deny the proposed amendments.

Recommendation:

The Planning Commission has forwarded a positive recommendation to the Council to adopt the proposed amendments to Layton City Municipal Code, Title 19 Zoning, Chapter 19.02 Definitions, Chapter 19.06 Land Use Regulations, and Chapter 19.26 Mixed-Use/Transit Oriented Development (MU-TOD) Zoning District to add Inpatient Medical Facility as a definition and land use.

Staff supports the Planning Commission's recommendation.

Layton City
ORDINANCE 24-10

DEFINE AND INCLUDE STANDARDS FOR INPATIENT MEDICAL FACILITIES

AN ORDINANCE AMENDING TITLE 19 "ZONING", CHAPTER 19.02 "DEFINITIONS", CHAPTER 19.06 "LAND USE REGULATIONS", AND CHAPTER 19.26 "MIXED-USE/TRANSIT ORIENTED DEVELOPMENT (MU-TOD) ZONING DISTRICT"; PROVIDING FOR REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE

WHEREAS, The City has received multiple requests for an inpatient medical facility that allows for short term inpatient care; and

WHEREAS, inpatient medical facilities are a supportive land use to the City's growing health care industry; and

WHEREAS, an inpatient medical facilities would be limited to non-residential buildings with a maximum of 10,000 square feet, and overnight stays not to exceed 7 days, and

WHEREAS, the Planning Commission has reviewed the proposed ordinance and has recommended the text amendments be approved; and

WHEREAS, the City Council has reviewed the Planning Commission's recommendation and has received pertinent information in the public hearing regarding the proposal; and

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: Amendment. Section "19.02.020 " is hereby amended as follows.

...

"Indoor Commercial Amusement": A ... tag, dancing, or similar.

"Industrial": See Manufacturing.

"Inpatient Medical Facility": An inpatient medical facility is a building with onsite doctors, nurses and/or licensed professionals and support staff, which is 10,000 square feet or smaller in size, which includes treatments that require overnight stays that do not exceed seven days. Inpatient medical facilities do not include hospitals or similar uses.

"Inspector, Building": See Building Inspector.

"Interior Lot": See Lot, Interior.

...

SECTION 3: Amendment. Section "19.06.000 " is hereby amended as follows.

...

RETAIL AND RELATED USES

...

Row	Laund ry/Lau ndrom at										
			P	P	P	P	L4	L4	P	P	
Row	Locks mith or Key Shop										
			P	P	P	P	P	P	L2	L2	
Row	Medie al/Den tal Clinic										
		P	P	P	P	P	P		P	P	
Row	Mortu ary										
			C	C	P		C		C		
Row	Music Store										
			P	P	P	P	L4	L4	L3	L3	

...

COMMERCIAL AND RELATED SERVICES

...

Row

Food
Cart,
Food
Truck

P	P	P	P	P						
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Row

Hotel
or
Motel

C				C	C			C	C	
---	--	--	--	---	---	--	--	---	---	--

Row

Inpatient
Medical
Facility

<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>				<u>L5</u>	
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Row

Kiosk

	P	P	P	P	P	P	P	P		
--	---	---	---	---	---	---	---	---	--	--

Row

Laboratory,
Scientific or
Research

P				P	P	P	P	P	P	
---	--	--	--	---	---	---	---	---	---	--

Row

Lumber
Yard

			C	C	C	P	P			
--	--	--	---	---	---	---	---	--	--	--

Row

Medical/Dental
Clinic

<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>			<u>P</u>	<u>P</u>	
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Row											
Milk Depot											
			P	P	P	P	P	P	C	C	
Row											
Mixed Use Buildings											
									P2	P2	

...
TABLE OF LAND USE LIMITATIONS

Row		
L3		Use not permitted directly below multi-family residential uses in MU and MU-TOD zoning districts
Row		
L4		Uses are subject to the standards and limitations provided in Section 19.06.170
Row		
<u>L5</u>		<u>Uses are subject to the standards and limitations provided in Section 19.26.020</u>

HISTORY
Ord. No. 20-38, Enacted, 11/19/2020

...

SECTION 4: Amendment. Section "19.26.020 " is hereby amended as follows.

...

- e. Theater – Indoor.
- f. Residential dwelling – Multiple unit.
- 3. Inpatient medical facility shall be limited to non-residential buildings only.
- 4. Upon approval of the development plan by the Land Use Authority as defined in Section 19.01.135, all uses allowed in the development plan shall be processed as if they are permitted uses.

HISTORY

...

SECTION 5: 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 6: 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****


DRAFT

PASSED AND ADOPTED by Layton City Council this 2nd day of May, 2024.

JOY PETRO, Mayor
Layton City

Attest:

KIMBERLY S READ, City Recorder
Layton City



DARREN CURTIS, Assistant City Attorney
Layton City



CHAD WILKINSON, Community Development 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