

**MINUTES OF LAYTON CITY  
COUNCIL BUDGET WORK MEETING**

**MARCH 25, 2025; 8:05 A.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, KEVIN WARD, DAVID PRICE, JAMIE SENNINGER, ALLEN SWANSON, STEPHEN JACKSON, WESTON APPLONIE, TRACY PROBERT, AND KIM READ**

**The meeting was held at Fire Station 51, 530 North 2200 West, Layton, Utah.**

Mayor Petro opened the meeting.

**AGENDA:**

Alex Jensen, City Manager, announced this was the Council's opportunity to review the proposed budget and to discuss all things important to the Council. He stated Staff appreciated the opportunity to work with the Council for the residents and would be willing to accept direction from the Council. He emphasized Staff respected the Council and he expressed his confidence with Staff and believed each was an expert in their respective fields. He informed the Council revenues for this year hadn't been recognized as anticipated and announced the proposed budget would continue with the City maintaining a healthy fund balance and reported many requests had been eliminated.

**BUDGET REVIEW – FISCAL YEAR 2025-2026**

Tracy Probert, Finance Director, shared a visual presentation specific to the proposed budget. He shared the agenda for the meeting and reviewed the budget calendar with the Council. He announced the Tentative Budget would be adopted the first meeting in May with adoption of the Final Budget June 19, 2025. Public Hearings associated with the proposed budget were proposed to take place during the June 5, 2025 City Council Meeting.

He shared and reviewed the following:

- Interest rate history and outlook
- Sales Tax history and projection

He shared an overview of the General Fund Budget pointing out the following:

- Personnel costs including proposed COLA and Merit adjustment
- Health Insurance proposed premium increase
- Personnel requests
- Personnel salary survey adjustment
- Operation costs
- Capital equipment replacement and purchases
- Emergency medical services
- Swimming Pool fund
- Victim Services fund
- UTOPIA debt service

He pointed out the proposed budget reflected the included expenditures and would exceed revenues; therefore, the budget included the use of excess revenue fund balance of approximately \$6.1 million and a discussion followed.

Mr. Probert reviewed General Fund expenditures. Allen Swanson, Police Chief, and David Price, Parks and Recreation Director, explained the two personnel requests respective to their departments. Mr. Probert reviewed the Health Plan Reserve Analysis with the Council. He also reviewed the General Fund Operational Expenses highlighting the following;

- Election expenses
- IT/software expenses
- Trolley circulator

He reviewed the General Fund Revenue highlighting the following:

- Budget to actual from FY22-FY26
- Sales Tax
- Property Tax

A discussion took place regarding Property Tax rates compared to Sales Tax rates and whether there was the possibility of increasing the Sales Tax rate as opposed to Property Tax rates. Mr. Jensen didn't believe municipalities had the ability to change that rate and believed that was determined by the legislature and a discussion followed.

Mr. Probert continued to review various other revenue sources.

He reviewed proposed Capital Projects with the Council and the respective department heads provided explanations to specific projects and personnel requests.

The Council took a break at 9:40 AM.

The meeting reconvened at 9:50 AM.

Mr. Probert reviewed the Capital Improvement Plan Summary and discussions took place regarding the following:

- Reconfiguration of the front counters for Utility Billing and the Building Division in Community Development
- Police Dispatch Center
- Street Maintenance Project(s)
- Angel Street Extension (Sugar Street Realignment)
- Signal at 2700 West and West Hill Field Road
- Sidewalk Repair/Replacement
- West Davis Corridor Landscaping
- Davis-Weber Canal Secondary Water Metering Project
- Metering at Secondary Water Reservoirs
- Antelope/1950 E (pedestrian crossing and residential light project)
- Sewer Slip Line Project
- Ambulance Remounts
- Fire Station 52 Remodel
- Fire Engine Replacement
- Zoll Auto-pulse

He reviewed an illustration which reflected previous water rate increases for Weber Basin Water. He also reviewed the proposed rate increase(s) for North Davis Sewer District.

Mr. Probert reviewed Special Revenue Funds and discussions took place regarding some of the funds:

- Victims Services
- Alcohol Enforcement Fund
- E911 Fund
- Metro Strike Force
- RDA
- EDA
- Impact Fee Fund
- Class C Road Fund
- Prop 1 Transportation Fund
- RAMP (Recreation, Arts, Museum, and Parks) Fund
- Building Services Fund
- Debt Service Fund

The meeting adjourned for lunch at 11:12 AM.

The meeting resumed at 1:27 PM.

Mr. Probert shared a presentation and provided an update specific to the Finance Department.

Kevin Ward, Fire Chief, shared an update and reviewed statistics specific to the Fire Department. He shared some concept drawings for the proposed fire station; the relocation of Fire Station #3 to property near the Layton Intermountain Hospital and a discussion followed. He shared the City's rating designated by ISO.

David Price, Parks and Recreation Director, shared a presentation specific to Parks and Recreation and reviewed statistics regarding participants in the 2025 Baseball/Softball programming. He informed the Council the All-Stars post-season play would continue this year and the Council expressed its appreciation to Staff with that decision. He distributed a handout reflecting RAMP (Recreation, Arts, Museum, and Parks) funding requests which identified programming which hadn't been approved to receive funding. He announced the RAMP Chair would be addressing the Council during a future meeting specific to the requests. Councilmember Morris mentioned the three requests denied by the Commission and explained its reasoning and a discussion followed. Mr. Price reviewed how the City planned to move forward with placing the RAMP opinion question on the General Election Ballot. He reviewed the following priorities specific to the Parks and Recreation Department:

- Improvement to bubble anchor system
- Improvements to existing park facilities
  - Chapel Park Field improvements
  - Commons Park Wendall/Starkey Ball Field improvements
- Trail improvements and construction
  - Kay's Creek Trail extension to the West Davis Corridor
  - Hobb's Trail
- New Projects:
  - Freedom's Memorial Plaza
  - Eastridge Nature Park Phase II, trail construction

A discussion followed and the Council requested a discussion specific to a dog park within the City during a future meeting and suggested it might be a higher priority than the Memorial Plaza and the discussion continued.

Jamie Senninger, Management Services, provided a department update and highlighted the following:

- Pay range market study
- Employee benefits

- Various significant risk incidents
- Passport processing
- Communications

The Council took a break at 2:55 PM.

The meeting resumed at 3:00 PM.

Allen Swanson, Police Chief, shared an update highlighting the Police Department and shared examples of police calls for service which illustrated how police officers were trained to respond and deal with the various crisis’.

Stephen Jackson, Public Works Director, shared a visual presentation regarding the Public Works Department and directed the Council to page 9 of the Annual Report for statistics. He shared the following highlights:

- Advanced Metering Infrastructure (AMI) for water system
- Secondary Water Metering
  - Kays Creek Irrigation Area
  - Davis and Weber Counties Canal Company Area
- Gordon Avenue Secondary Water Trunk Line (Phase 1 completed) – Phase 2 anticipated to begin in June 2025 with Phase 3 anticipated to begin Spring 2026
- Wastewater Master Plan
- Transportation Master Plan
- Water Master Plan update
- Storm Drain Master Plan update

Weston Applonie, Community and Economic Development Director, shared a visual presentation with the Council and highlighted the following:

- East Gate Business Park
- Station Area Plan

Future Developments:

- Stevenson Properties
- Jenkins and Motta Properties

Code Updates:

- Gordon Avenue and Highway 89 Town Center
- Sensitive Lands Code Update
- West Layton Business Park
- West Layton Town Center
- Strengthen Business Licensing Requirements for Massage Businesses

A discussion followed regarding the Gordon Avenue and Highway 89 Town Center and the TRZ (Transportation Reinvestment Zone).

Clint Drake, City Attorney, shared an update and highlighted the following:

- Personnel
- Prosecution statistics
- Victim’s Advocate Program

## **MAYOR’S REPORT**

Mayor Petro inquired whether the Council had any comments and the Council expressed appreciation to

the Staff for the information provided during the meeting.

Councilmember Smith Edmondson expressed concern regarding the public's perception the Council's discussions and deliberations weren't taking place in the public; although Work Meetings were public meetings.

Mayor Petro mentioned further discussion regarding the Hobbs Creek PRUD was scheduled for the first meeting in April, which happened to be Spring Break, and expressed concern about that timing. Mr. Drake pointed out the developer had the right to have its request heard in a timely fashion and indicated the applicant had the right to place it timely on an agenda. A discussion followed.

Mayor Petro announced a youth from HAFB (Hill Air Force Base) had been designated and was currently participating in the Youth Council. She expressed her desire for a HAFB representative to be placed on the Youth Court.

She inquired about the flag raising ceremony in conjunction with the Fourth of July (Liberty Days) celebration.

Councilmember Bloxham requested Staff put forth a statement regarding Wasatch Integrated Waste Management District. Mr. Drake responded Staff was working on this and a discussion followed.

Mr. Jensen provided an update regarding the sidewalk repair project in Kayscreek Estates. He mentioned some residents had indicated their intent to remove their own trees. He reported City employees had experienced harassment by residents and stated that would be addressed moving forward. He indicated residents had also expressed support for the project. The discussion continued.

**The meeting adjourned at 5:24 p.m.**

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Kimberly S Read, City Recorder