

**MINUTES OF LAYTON CITY
COUNCIL WORK MEETING**

DECEMBER 18, 2025; 5:30 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, STEPHEN JACKSON, TRACY PROBERT, DAVID PRICE, DOUG BITTON, GAVIN MOFFAT, BRENT MCFARLAND, NATHAN NANCE, KRISLYN KENNARD, 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 an update from Wasatch Integrated Waste Management District and announced it had received a grant from the Environmental Protection Agency which would assist in expanding the compost facility which would assist the recycling program.

She also attended the North Davis Sewer District (NDS) Board Meeting last week and a budget discussion took place.

COUNCILMEMBER'S REPORTS

Councilmember Smith Edmondson shared an update regarding the OPIOID settlement funds and its negative effect on CTC (Communities That Care). She reminded the Council, CTC was primarily funded via grants which focused on prevention. She continued to explain the State Opioid Task Force had requested 27% of the settlement funds for these types of prevention efforts; however, the Governor's budget only appropriated 4%. A 'Call to Action' email had been distributed to key leaders encouraging them to reach out to their respective legislators regarding the appropriation decrease. She pointed out Davis County had four CTC Chapters which would significantly affect programming.

Councilmember Thomas mentioned the Sub-For-Santa had been completed and expressed appreciation to the City Staff which wrapped the gifts in record time.

Councilmember Roberts announced Davis County Mosquito Abatement had adopted its budget, which included its tax increase, during its last meeting on Thursday, December 11, 2025.

PRESENTATION – VICTIMS OF CRIME ACT (VOCA) GRANT

Krislyn Kennard, Victim Services Coordinator, shared a presentation specific to Layton Victim Services which included statistics from January 1, through September 30, 2025, and reviewed them with the Council. She also reviewed the various types of services provided during this timeframe. She explained she had recently been accepted to the Certified Advocate Partners Program (CAPP) through the Community Justice Advocates of Utah and explained how this benefitted victims within Layton City and Davis County. She also shared how the Sub-for-Santa program benefitted three local families.

Councilmember Smith Edmondson suggested when reaching out to legislators regarding the OPIOID settlement fund appropriations, the request could also include additional funding for VOCA. Ms. Kennard indicated grant funding applications could be submitted every two years and was hopeful additional funding could be recognized following the 2027 submission/application period. A discussion followed regarding grant funding.

AUDIT AND FINANCIAL REPORTS FISCAL YEAR ENDED JUNE 30, 2025

Tracy Probert, Finance Director, expressed appreciation to Audit Committee Members: Doug Belliston and Van Christensen, both Layton City residents with extensive professional experience specific to budget oversight. He expressed his opinion their service had been beneficial to the audit process and the completed report. He shared the following highlights from the Audit Report:

- General Fund Revenue, including B&C Road Funds, Alcohol Funds, Sales Tax, and Energy Tax
- Expenditures
- Unassigned Fund Balance
- Enterprise Funds
- Capital Projects Funds

He expressed his opinion the City was in a good financial situation with healthy reserves in all funds. He continued to review Sales Tax Revenue with the Council and indicated statistics reflected this revenue trend was slowing.

Robert Wood, Auditor, explained the documents included the ACFR book and announced the City had received a clean, unmodified opinion specific to the audit including preparation of financial statements. He stated no deficiencies had been identified specific to financial reporting, segregation of duties, and compliance to laws and regulations, which concluded the City was very well managed. He also complimented the service of Mr. Belliston and Mr. Christensen on the Audit Committee and appreciated their participation in the audit process. He stated one finding had been identified specific to the State Compliance Guide and explained it was the result of an accounting issue. He continued to express his opinion the City operated efficiently with very little debt compared to other municipalities and complimented the way in which the City was managed.

Mr. Probert distributed the Fraud Risk Assessment, reviewed it with the Council, and had the Council complete the assessment. A discussion followed regarding the threshold for when an internal auditor position would be beneficial. Mr. Wood stated he wasn't aware of another entity which had internal audit function and indicated there was no threshold to determine that need. He expressed his opinion this position wasn't needed at Layton City and didn't believe the benefit would outweigh the cost.

AMENDING TITLE 16, CHAPTER 16.10 AND SECTION 16.10.010 OF THE LAYTON MUNICIPAL CODE ADOPTING THE 2006 EDITION OF THE UTAH WILDLAND URBAN INTERFACE CODE, INCLUDING APPENDIX A – GENERAL REQUIREMENTS, B – VEGETATION MANAGEMENT PLAN, C – FIRE HAZARD SEVERITY FORM; AND AMENDING TITLE 9, CHAPTER 9.64, SECTION 9.64.150 PROHIBITION OF DISCHARGING FIREWORKS OF THE LAYTON CITY MUNICIPAL CODE INCREASING FIREWORK RESTRICTIONS IN WILDLAND URBAN INTERFACE AREAS – ORDINANCE 25-26

Gavin Moffat, Deputy Fire Marshal, shared a presentation specific to the Cooperative Wildfire System (CWS) and identified the City's responsibility by its participation within the Program. Recent legislation, House Bill 48, required the City to adopt the 2006 Utah Wildland Urban Interface Code. He pointed out Layton City was already meeting requirements to participate in the Program; the City only needed to adopt an ordinance stating it would be adopting the 2006 Utah Wildland Urban Interface Code. He further explained the portions being removed, highlighted in red, were no longer applicable.

Councilmember Bloxham arrived at 6:18 PM.

The State also required the City to provide a map which identified the land area in which the Wildland Urban Interface Code would be applicable and would be required to comply with the newly proposed ordinance. He shared an illustration of the new map which would be implemented with the ordinance and explained the process used by Staff to determine the applicable area. He identified the area(s) on the map where fireworks would be totally restricted and a discussion followed regarding the complete ban of fireworks for specific areas.

Mr. Moffat also announced the map completed by the State reflecting assessment areas, identified by risk factors, hadn't reflected any properties within Layton City boundaries and a discussion followed regarding changes in the future due to risk factors and indicators. Mr. Moffat emphasized Layton City had no input or control with the State's map.

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

CLOSED MEETING:

MOTION: Councilmember Roberts moved to adjourn the meeting and convene in a closed meeting at 6:29 p.m. to discuss the Purchase, Exchange, or Lease of Real Property, Including Any Form of a Water Right or Water Shares. Councilmember Smith Edmondson seconded the motion, which passed unanimously.

MOTION: Councilmember Bloxham moved to open the meeting at 6:56 p.m. Councilmember Thomas seconded the motion, which passed unanimously.

The meeting adjourned at 6:56 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 **18rd day of December, 2025**, was to discuss the Purchase, Sale, Exchange, or Lease of real property, including any form of a water right or water shares.

Dated this 5th day of February, 2026.

ATTEST:

JOY PETRO, Mayor

KIMBERLY S READ, City Recorder