

City Manager
Matt Andrews

Assistant City Manager
Brody Flint

City Recorder
Brittany Fowers



Mayor
Robert Dandoy

Council Members
Ann Jackson
Diane Wilson
Joe Paul
Randy Scadden
Sophie Paul

ROY CITY COUNCIL MEETING AGENDA
SEPTEMBER 19, 2023 – 5:30 P.M.
ROY CITY COUNCIL CHAMBERS 5051 S 1900 W ROY, UTAH 84067
This meeting will be streamed live on the Roy City YouTube channel.

- A. Welcome & Roll Call**
- B. Moment of Silence**
- C. Pledge of Allegiance**
- D. Consent Items**

- 1. September 5, 2023, Roy City Council Meeting Minutes.
- 2. Surplus Vehicles

E. Public Comments

If you are unable to attend in person and would like to make a comment during this portion of our meeting on ANY topic you will need to email admin@royutah.org ahead of time for your comments to be shared. This is an opportunity to address the Council regarding concerns or ideas on any topic. To help allow everyone attending this meeting to voice their concerns or ideas, please consider limiting the time you take. We welcome all input and recognize some topics take a little more time than others. If you feel your message is complicated and requires more time to explain, then please email admin@royutah.org. Your information will be forwarded to all council members and a response will be provided.

F. Presentations

- 1. Employee(s) of the Month

G. Action Items

PUBLIC HEARING – Amendments to FY24 Budget

- a. Consideration of Resolution 23-17; A resolution to amend the FY24 Budget
 - 1. Consideration of Resolution 23-18; A resolution adopting the 5-year strategic plan
 - 2. Consideration of Resolution 23-19; A resolution Amending the Roy City Personnel Policy and Procedures Manual
 - 3. Consideration of Ordinance 23-12; An ordinance of Roy City Amending Various Sections of the Roy City Code Concerning Public Notice Requirements
 - 4. Approval of the 2023 Primary Election Canvass

H. Discussion Items

I. City Manager & Council Report

J. Adjournment

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Administration Department at (801) 774-1020 or by email: admin@royutah.org at least 48 hours in advance of the meeting.

Pursuant to Section 52-4-7.8 (1)(e) and (3)(B)(ii) "Electronic Meetings" of the Open and Public Meetings Law, Any Councilmember may participate in the meeting via teleconference, and such electronic means will provide the public body the ability to communicate via the teleconference.

Certificate of Posting



City Manager
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Brody Flint

City Recorder
Brittany Fowers



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The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in a public place within the Roy City limits on this 15th day of September 2023. A copy was also posted on the Roy City Website and Utah Public Notice Website on the 15th day of September 2023.

Visit the Roy City Web Site @ www.royutah.org
Roy City Council Agenda Information – (801) 774-1020

Brittany Fowers
City Recorder





ROY CITY
Roy City Council Meeting Minutes
September 5, 2023– 5:30 p.m.
Roy City Council
5051 S 1900 W Roy, UT 84067

Minutes of the Roy City Council Meeting held in person in the Roy City Council Chambers and streamed on YouTube on September 5, 2023, at 5:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was also posted on the Roy City website.

The following members were in attendance:

Mayor Dandoy
Councilmember Joe Paul
Councilmember Scadden
Councilmember Sophie Paul

City Manager, Matt Andrews
City Attorney, Matt Wilson
City Recorder, Brittany Fowers

Excused: Councilmember Jackson

Also present were: Assistant City Manager, Brody Flint; Police Chief, Matthew Gwynn; Deputy Fire Chief, Mike King; Public Works Director, Ross Oliver; Management Services Director, Amber Kelley; Parks and Recreation Director, Michelle Howard; Glenda Moore, Kevin Homer, Tim Higgs, Micheal Ghan, John Ritchie, Talya Best, LuAnn Cooper, Claude Payne, Randy Staley, Jeremy Thompson, Leon Wilson, Dennis Brown, Glen Jacobson, Natalie Pierce, Lynn Hull, Shelby Willis, Jared Roper, Cha Christensen, Andie Juag, Natalie Roper, Susan Cady, Jennifer Vanbree, Kayla Webster, Mike and Molly Blackburn, Melanie Williams, Mary Lyne and Ernie Jones, and Linda Williams.

A. Welcome & Roll Call

Mayor Dandoy welcomed those in attendance and noted Councilmembers Wilson, Sophie Paul, Scadden, and Joe Paul were present. Councilmember Jackson was recused.

B. Moment of Silence

Councilmember Scadden invited the audience to observe a moment of silence.

C. Pledge of Allegiance

Councilmember Scadden led the audience in reciting the Pledge of Allegiance.

D. 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.)

1. Approval of the August 15, 2023 Roy City Council Meeting Minutes, August 15, 2023 Roy City Special Work Session Minutes; and Surplus Vehicles.

Councilmember Joe Paul motioned to approve the Consent Items as the August 15, 2023 Roy City Council Meeting Minutes and August 15, 2023 Roy City Special Work Session Minutes with changes to minutes as noted, as well as the surplus vehicles as listed in the packet. Councilmember Scadden seconded the motion. All Councilmembers voted “aye”. The motion carried.

E. Public Comments

Mayor Dandoy opened the floor for public comments.

LuAnn Cooper, 6076 S 4100 W, Roy, stated she was there that evening to advocate for a crosswalk light to be placed at 4300 West 5757 South in front of Emma Russell Park. She spoke about the increased traffic on that street, and said although there was a designated school crosswalk already, many students crossed the street at the intersection she had indicated as well and she thought there should be a crosswalk light placed there. She noted she had posted her idea for a light on Facebook, and reported many people had responded to her post agreeing that a light was necessary. Ms. Cooper discussed she had seen many near accidents there and thought these incidents could be mitigated with the installation of a light. She clarified she did not think a stoplight was necessary; just a flashing light to indicate there was a crosswalk would be sufficient.

The Councilmembers discussed this safety concern. Ms. Cooper clarified her concerns were about the crossing rather than speeding, although the Councilmembers noted many people sped on that road as well. Mayor Dandoy explained they would work with the Police Chief to assess the issue and conduct some kind of study, and said they would go through the study process before the Council made a decision about what to do in response. Mayor Dandoy acknowledged it was a real issue, although said they would need to have documentation to validate those concerns before they moved forward with the installation of a light. Ms. Cooper asked who she should follow up with to keep track of the progress of this, and Mayor Dandoy suggested she reach out to the City Manager.

Jennifer VanBree, 4998 S 2575 W, Roy, said she was here on behalf of her small business, a small gymnastics studio for children. She reported she had found out about a new business, a coffee shop, going in right in front of her building which she felt impacted the safety of her clients. She stated she had not been notified of the new business going in, and she expressed concern that having a drive through right in front of her business was a safety issue since she had young children going in and out of her business all day. Ms. VanBree emphasized the new coffee shop had not reached out to her in regards to creating a safety plan, and asked if the City had done anything to ensure safe parking and access to her building. She thought she should have been contacted before the plans for the new coffee shop had been approved, and expressed she took the safety of her clients very seriously. She also discussed she had been told she could have a promotional flag to advertise, although it could only be placed directly in front of her building. She thought this was unfair.

Mayor Dandoy replied he did not know of any laws which indicated a new business was required to notify existing businesses when they moved to an area. He suggested Ms. VanBree follow up with the Economic Development Director.

Kevin Homer, 5398 S 4000 W, Roy, discussed item F-4, which was about the implementation of a new transient room tax in Roy City. He thought this was unfair since people did not receive any benefit from paying this tax; it was only a cost to them. Mr. Homer opined just because Roy City could add a new tax, it did not mean they should, and he implored the City to not implement another tax and further burden residents. He added if they did feel it necessary to add this tax, they should then review their other taxes and evaluate if they were all still needed. He urged the Council to limit the burden of taxation on residents and to curb their spending.

Glen Jacobson, 4170 S 2400 W, Roy, indicated section G, item 6, about the four-way stop sign at 5175 South 2500 West. He thought the location was wrong, and it actually meant to refer to 2175 West, where there was a three-way stop. Mayor Dandoy thought that was different from what was being discussed. Councilmember Wilson clarified the intersection was past the one Mr. Jacobson referred to, and she explained where the intersection was located and stated the written location was correct. Mr. Jacobson then

discussed the new pickleball courts which were being built by the park, and said the intersection by the park at 2175 West had a crosswalk which he felt got congested in the morning as many students utilized it to get to school. Mr. Jacobson reported he had seen many people speeding on the street, and many drivers went through the crosswalk without stopping. He opined the crosswalk needed better enforcement, and he commented he had never seen a police officer in the area. He thought enforcement would help with safety in the area, and pointed out traffic would increase once the pickleball court construction was completed.

Jeremy Thompson, 5879 S 3850 W, Roy, pointed out many roundabouts in the City were now water-conserving, which was good although they now were visually boring. He proposed high schoolers in the City paint rocks to be used for decoration in the roundabouts. He thought it could be an imaginative senior project for the high schoolers to do.

Natalie Roper, 4171 S 2175 W, Roy, referenced she had spoken with Councilmember Wilson in regards to the stop sign Mr. Jacobson had previously discussed. She thought the only people who should have an opinion on the stop sign were those who lived on her street, since they were the ones who had to deal with the traffic. She reported she had reached out to her neighbors to get their input, and the majority of them were in favor of keeping the stop sign, although they knew it was not enough to fix all of the problems on their street. She said luckily, they had not had any accidents there, although the stop sign had been successful in slowing traffic. Ms. Roper expressed it was frustrating the City was focused on the stop sign since it had not caused any issues, although there were many things in Roy which did require attention, such as the bathrooms in the park still being locked. Mayor Dandoy clarified the stop sign Ms. Roper was talking about was not the one up for discussion that evening. Mayor Dandoy explained although Councilmember Wilson had investigated the stop sign, it had not been placed on this evening's agenda. Ms. Roper said she understood this, although noted she wanted to express the position of her and her neighbors in regard to the stop sign.

Dennis Brown, 2119 W 6000 S, Roy, asked for clarification on the Beautification Committee's policy, to which Mayor Dandoy explained it was to designate a house once per month. Mr. Brown also expressed dissent in regards to the proposed 1% transient room tax. He discussed he owned several rentals in other cities which had the transient room tax, and he thought it was a lot for his guests to be paying for this tax as well as other property taxes. He also worried the transient room tax could be a hindrance to incentivizing hotels to come to the area. Mr. Brown thought instead of adding a new tax, the Council find ways to limit their spending instead. Mr. Brown also asked about the proposal up for discussion that evening in regards to the senior center, and Mayor Dandoy explained the proposal they would be discussing that evening was about serving meals there. Mr. Brown then expressed he would not be in favor of supplying meals at the center, and imagined this would increase resident's taxes as well.

Tim Higgs, 5381 S 3400 W, Roy, commented on Action Item F-4 about the transient room tax, and echoed Mr. Homer and Mr. Brown's sentiment that this tax did not make sense and should not be passed. Mr. Higgs did not think they should tax people for staying in Roy, and thought it was the wrong thing to do. He also referenced discussion point G-1, and asked they not limit a person's right to have signs in their own yard to advertise for garage sales and yard sales.

Mayor Dandoy closed the floor for public comments.

F. Action Items

1. Oath of Office – Fire Chief

City Manager Andrews introduced Theron Williams as his recommendation for Roy City's new fire chief.

He explained that Mr. Williams was a long time Roy City resident and had great experience.

Councilmember Joe Paul motioned to approve the recommendation for Fire Chief. Councilmember Wilson seconded the motion to approve. All Councilmembers voted "Aye". City Recorder Fowers delivered the Oath of Office.

Councilmember Sophie Paul asked Fire Chief Williams to introduce himself and his career, and Fire Chief Williams explained his background and went through his resume. He noted he had actually worked for Roy City for 20 years, so it was special for him to come back and continue to serve the City. He expressed excitement to watch the City grow. Mayor Dandoy then asked Fire Chief Williams to introduce his family and friends that were there to support him that evening, to which Fire Chief Williams indicated his wife Melanie, two of his sons, his parents, and his brother and sister.

2. Consideration of Resolution 23-17; a resolution adopting the Beautification Committee Policy

Councilmember Scadden wondered if this policy was sustainable, and recalled how he had faced issues several times in trying to actually award people with their certificates. Councilmember Joe Paul thought they should table it since Councilmember Jackson was not present that evening and she was very involved in the committee.

Councilmember Scadden and the other Councilmembers clarified they liked the policy and wished to continue it; they just needed to fine tune it and develop a better system with which to deliver the certificates. Councilmember Scadden spoke about how it was difficult to deliver certificates since they were not allowed to get phone numbers or contact information from the residents.

Councilmember Joe Paul motioned to table Resolution 23-17; a resolution adopting the Beautification Committee Policy. Councilmember Scadden seconded the motion to table. No roll call vote was taken, all Councilmembers voted "Aye" and Resolution 23-17; a resolution adopting the Beautification Committee Policy was tabled.

3. Consideration of Ordinance No. 23-11; to consider a request to amend the Zoning Map from RE-20 (Residential Estates) to CC (Community Commercial) for properties located at 5809, 5823, 5839, 5859, 5867 & 5891 South 3500 West.

City Planner Parkinson presented this item. He explained this was a request to amend the Zoning Map for a collection of properties on 3500 West and shared an aerial map of the properties in question. He oriented the Council as to the location of the road and the properties and indicated the surrounding businesses. City Planner Parkinson discussed the history of this item, and noted while there had only been three applicants originally, several other owners had since joined the request, bringing the total to six applicants. City Planner Parkinson noted this request was in line with the recently adopted General Plan, and said both the Planning Commission and City Staff recommended approval.

Councilmember Wilson asked about a property which was marked in red on the Zoning Map, although it was not marked as part of the request. She said the property owners in question, the Blackburns, thought they were part of the request. She said she had spoken with them yesterday and they had expressed to her that they wanted to be a part of the application. City Planner Parkinson replied he had also spoken with the Blackburns previously, and reported they had withdrawn their interest in being a part of the application. City Planner Parkinson noted the Blackburns could choose to apply separately, although at this point it was too late for them to join this particular request.

Councilmember Scadden motioned to approve Ordinance No. 23-11; to consider a request to amend the Zoning Map from RE-20 (Residential Estates) to CC (Community Commercial) for properties located at 5809, 5823, 5839, 5859, 5867 & 5891 South 3500 West. Councilmember Sophie Paul seconded the motion to approve. A roll call vote was taken, all Councilmembers voted “Aye” and the motion carried.

4. Consideration of Ordinance No. 23-12; an ordinance Establishing a Transient Room Tax, Adopting Relevant Provisions of the Utah Sales and Use Tax Act and Providing for Collection and Use of Revenues.

Assistant City Manager Flint provided an overview of the transient property tax, and indicated this would apply to all existing hotels and short term rentals as well as any which moved into Roy in the future. He noted one of the advantages of this tax was that the funds from the tax were allowed to go straight into the General Fund to be used for whatever purpose the Council saw fit.

Councilmember Wilson asked what the impetus was to make this change now, and she asked what they foresaw the money being used for as well. Assistant City Manager Flint reiterated it was the Council’s prerogative how to use the money, and gave several suggestions. He then discussed this was a way to increase revenue for the City without raising taxes for the residents. Assistant City Manager Flint also noted most cities surrounding Roy already collected transient room tax. City Manager Andrews elaborated a law had been passed in the 1990s which had allowed for transient room taxes, although Roy had never taken advantage of this.

Mayor Dandoy noted the City had many bed and breakfasts which would be included in the tax, and asked about condominiums. Assistant City Manager Flint clarified it only pertained to short term rentals, and said the tax would only apply if the stay was less than 30 days.

Councilmember Wilson asked if there was reasoning for doing this beyond just another revenue-generating tax. Mayor Dandoy acknowledged this was a good point, and agreed it was not very palatable to add another tax source which would feed into the General Fund for no specific purpose. Councilmember Scadden noted if they were to add this tax, Roy City would likely start to attract primarily business travelers to hotels, since the high taxes would likely deter those traveling for pleasure, whereas business travelers usually had their companies pay for them. Councilmember Scadden pointed out they needed to think about what kind of travelers they wanted to attract to the City.

Councilmember Wilson motioned to open the floor for public comment. Councilmember Sophie Paul seconded the motion. All Councilmembers voted “Aye” and the floor opened for public comment.

Dennis Brown commented he owned some rentals in St. George, and said some people would rent his properties for up to a month. He discussed some of the challenges of trying to entice people to stay given how high the transient room taxes were, and noted he had seen some people rent rooms for 31 days just for the sake of avoiding the transient room tax for stays under 30 days. Mr. Brown spoke about the combination of city taxes plus transient taxes being too high.

Kevin Homer addressed Councilmember Scadden’s perspective on business travel. He then acknowledged that some hotels in the City heavily utilized public services as they had frequent calls to 911 for police or fire services, and he thought the cost of those services should be paid by the specific guests who necessitated those calls, not law abiding citizens. Mr. Homer pointed out when he stayed in a hotel he did not do anything which required emergency services to be called, and he thought the fees associated with emergency services could be billed through the judicial system to those who utilized the services.

Jared Roper expressed he was in favor of the tax. He thought it was always good to find ways to bring extra money into the City.

Councilmember Joe Paul motioned to close the floor for public comment. Councilmember Scadden seconded the motion. All Councilmembers voted “Aye” and the floor closed.

Councilmember Scadden proposed they table the ordinance for further research and discussion, and Councilmember Wilson agreed they needed to flesh it out further. Mayor Dandoy then directed the Councilmembers to reach out to City Manager Andrews and tell him what kind of further research and data they wanted to see in order to come to a final decision about the proposed tax. Councilmember Scadden thought they should hold a work meeting in the near future in order to go over all of the items they had tabled.

Councilmember Joe Paul motioned to table Ordinance No. 23-12; an ordinance Establishing a Transient Room Tax, Adopting Relevant Provisions of the Utah Sales and Use Tax Act and Providing for Collection and Use of Revenues. Councilmember Wilson seconded the motion. All Councilmembers voted “Aye” and the Ordinance was tabled until a work session could be established to further discuss.

G. Discussion Items

1. Garage and Yard-sale Signs

Mayor Dandoy explained that per their current sign ordinance, any resident in Roy City was entitled to have a yard or garage sale, although the only place they could post signs to advertise for the sales was on their own private property. He clarified signs could not be posted on telephone poles, public signs, medians, or other people’s private property. Mayor Dandoy noted that functionally, this never happened and many people posted yard sale signs on City property. Mayor Dandoy asked the Council if they wanted to task the Planning Commission with considering making an adjustment to their sign ordinance, or if they wanted to take no action at this time.

Councilmember Sophie Paul opined that whatever they did, it needed to be made enforceable. Mayor Dandoy agreed this was a code enforcement nightmare. Councilmember Scadden also noted the challenge of removing signs which were posted where they were not supposed to be.

Councilmember Wilson also discussed the crossover to when a yard sale constituted a business, and asked what the technical delineation between a personal yard sale and a business was defined. Assistant City Manager Flint replied he did not have an answer for that, and said the ordinance did not actually define what a yard sale was. He suggested they pass the task of coming up with definitions to the Planning Commission. Mayor Dandoy commented that sometimes Roy City High sometimes violated their sign ordinance as well, so he thought in general they needed to update the ordinance.

2. Park Bathroom Security Update

City Manager Andrews discussed they had sent out bids for the addition of wireless infrastructure, additional cameras, and a smart sensor, and the estimate had come back at \$29,000. While he acknowledged this seemed high, he pointed out this would be for all of the parks in the City as well as the Complex, and he suggested this be added to the budget amendment. Mayor Dandoy added this could help mitigate damages which were very costly to the City. Mayor Dandoy pointed out every time the bathrooms were vandalized, they had to pull money out of the General Fund to address it. Councilmember Wilson asked

about the cost of ongoing maintenance, and City Manager Andrews replied the infrastructure should not require too much; they would have to replace parts on occasion as they wore down, and they would also pay to have the cameras cleaned about four times a year.

City Manager Andrews elaborated they had electronic locks on the bathrooms at Emma Russell Park, and explained they could control them from their cell phones and set them to lock automatically at certain times. City Manager Andrews said they were test-running the program at Emma Russell first, and if it worked well they hoped to install electronic locks at all the parks. He also discussed how they ideally hoped to catch the perpetrators, or at least deter people from committing acts of vandalism in the future.

Mayor Dandoy asked the Council if they wished to move forward with the budget adjustment, and the Council expressed they were willing to amend the budget to include the purchase of camera equipment for the bathrooms in the parks. City Manager Andrews noted he would begin the formal process of budget amendment.

3. Aquatic Center Reservation Policy

Mayor Dandoy explained the current Aquatic Center rental policy and noted it gave preference to Roy City residents first, then opened reservations to people from other cities. He noted this center was being treated like a regional facility since there was nothing comparable in neighboring cities. Mayor Dandoy said in some cases, other cities even held large-scale events at the Aquatic Center. He explained the consideration before the Council was if they wanted to allow for a municipality outside of Roy to have a day set aside for their residents to have the Aquatic Center reserved. Councilmember Scadden said if they wanted the governments to run like businesses and they wanted to allow cities to “jump the line” so to speak, they should charge a fee for that. City Manager Andrews clarified the reservation fee was currently \$1,500 for non-Roy City businesses and residents, and \$1,000 for Roy residents and businesses. City Manager Andrews thought if non-Roy City entities wanted preferential reservations, it should be an additional \$300-500 more.

Councilmember Wilson mentioned it was a regional facility and recalled how hard they had worked to get people to donate for the center. She thought it would be nice for non-Roy City residents to donate in order to keep the facility running if they wanted to use it, and noted the extra fee could be considered a donation.

Mayor Dandoy clarified they were only talking about renting out the Aquatic Center, not the entire Complex, although if they wanted to they could have that conversation as well. Mayor Dandoy said if they wanted to consider the Aquatic Center as a regional facility, the other cities who used it would have to pay in more, and he thought they could achieve this by increasing the usage fee for anyone outside of Roy City. Mayor Dandoy explained the non-resident fee helped offset the costs of keeping the facility running, and asked the Council how they wished to move forward.

Councilmember Joe Paul thought whoever wanted priority booking should pay an additional fee. Councilmember Scadden thought they should stick to just municipalities, and worried about opening up priority booking to anybody. Councilmember Jackson thought the additional fee should be in the \$500 range, and Councilmember Scadden opined the priority booking fee could go up to \$2,000. Mayor Dandoy asked if they should rewrite the policy, and Councilmember Wilson thought they should hold a work session about it in which they could discuss their options in greater detail. Councilmember Scadden thought if they went off of market demand, they should charge a premium fee as there were people willing to pay it.

4. Senior Center Lunch

City Manager Andrews explained in previous years, the City had facilitated serving lunch to the seniors.

He recalled there had been two times where the City had actually provided the lunch, and said he had been asked if they could do so again this year. He explained it would likely be a day in September.

Councilmember Wilson worried about the principle of the request, and noted while it might just be \$1,000 now, it set a precedent she did not want. She said she was not in favor of using City funds for something like this.

Mayor Dandoy clarified this was not something they did every year, and noted they had only paid for this twice in twelve years. He noted the main issue at hand was if they were comfortable using taxpayer's money for this, and how they felt about establishing a pattern of fronting the costs for the meal. Councilmember Scadden asked how much this would be, and Mayor Dandoy estimated it would be in the \$1,000-1,200 dollar range.

Councilmember Wilson thought they needed to stop this somewhere, and said although she loved and cared for the seniors, she advocated that they needed to keep this separate. She also pointed out they should keep the City Staff out of this project, and rely only on volunteers in order to keep things clearly delineated as well.

Councilmember Sophie Paul wondered if there was an easier and more cost-effective way to provide this meal, and noted it was particularly expensive to bring in oil and deep fry everything. Councilmember Wilson pointed out this was more of an issue of principle, rather than trying to make it as cheap as possible. Mayor Dandoy noted they did something similar for the Fire Department, although for them, they only served the food; they did not pay for it.

Councilmember Sophie Paul wondered if they could try to collect donations in order to fund the meal and the other Councilmembers thought this was a good idea. She noted they already had staff at the center who were there to cook the food. Mayor Dandoy recalled many Councilmembers in the past had attended the event as volunteers, and he said it was great community interaction for the seniors. Mayor Dandoy asked the Council if they wanted to establish the event, or not. He noted this event was unique in that the Council was being asked to purchase, prepare, and serve the food, although this was not the requirements for them at the Thanksgiving or Christmas meals.

Councilmember Joe Paul thought they could do this with the food provided to the center from Weber County. Councilmember Joe Paul said he was in favor of serving food, although he did not think they should take on the costs of doing so. Mayor Dandoy suggested they not do it, and reevaluate the issue next year and see how they felt about it. The Councilmembers agreed to this plan of checking in again next year, and taking no action that year.

5. Tuition Reimbursement Policy

Mayor Dandoy explained the policy did not sufficiently cover how this pertained to senior staff. He explained City Manager Andrews managed the program well, and he made the final call as to who the policy could and could not apply to. Mayor Dandoy explained the City Manager had to consider if the program was relevant to the employee's job as well as the cost of the program before they approved anything, and he noted they had one employee who was currently taking advantage of the program. Mayor Dandoy asked if they wanted to allow senior employees to utilize the program and further their education, and he also noted since City Manager Andrews could not approve himself to take classes or participate in any kind of academic program for himself. Mayor Dandoy asked the City Council if they wanted to put something in place which would allow the City Manager to get involved in the program, and suggested either himself or the City Council could propose the City Manager take classes.

Councilmember Scadden clarified it was a conflict of interest for the City Manager to identify and approve themselves to take classes, and thought in that case it should come before the City Council. Mayor Dandoy asked if the Council would be in favor of a roll call vote when it came to possible programs for the City Manager to take, and there was a general consensus they were all in favor of this.

6. 4-way Stop Sign at 5175 S and 2500 W

City Manager Andrews explained this was in response to a public comment, and said according to Police Chief Gwynn there had been three accidents at the intersection since 2017, one of which had been discussed at the previous Council meeting. City Manager Andrews reported they had conducted a traffic study, which had yielded the result that there was not enough traffic to warrant a stop sign. However, he explained the Council could still choose to have a stop sign installed if they felt it was warranted.

Councilmember Wilson reported she had spoken with people who lived nearby, and explained their main concerns was there was a lot of foliage at the intersection which impacted visibility and there were often near-misses due to the logistics of the interaction. She did not think a stop sign was necessary, but wondered if there were other things they could do which could increase safety. City Manager Andrews pointed out in the accident they had discussed the previous meeting, the driver reported they had made eye contact with the person they had hit, so he did not think lack of visibility was the main issue. City Manager Andrews said they could work with Public Works to have the foliage pushed back. City Manager Andrews thought they could also add flashing lights to the existing stop sign if they thought that would help.

Mayor Dandoy asked if the Council had the authority to put a stop light at the intersection, and recalled a previous police chief had told him once that the Council actually did not have the jurisdiction to do so. The Councilmembers and City Staff debated this point, and Mayor Dandoy asked if the Federal Highway administration or any other entity specified that the City Council actually did have the authority to change speed signs or install stop signs without an Engineering or traffic study to validate their decision. City Manager Andrews did not see why City Council would not have the authority to add traffic signals as they saw fit, although Mayor Dandoy reiterated his concerns about their liability.

Mayor Dandoy recommended that they make sure the Council had the prerogative to take this action and asked that they double check there were no policies in place which inhibited the Council's ability to make this change. He thought it was important that they get it documented that they had covered their bases and looked for policies which might inhibit them from making this change.

H. City Manager & Council Report

City Manager Andrews spoke about the Roy High Athletic Dinner, as well as the upcoming memorial for September 11th, which he noted would be held at the Fire Station. He also highlighted some "save the dates" for upcoming events throughout the City, including Trunk or Treat, which he specified would have the same details as the previous year. He indicated he would send all of these dates and details to the events to the Council as an email.

Councilmember Wilson discussed the recent Arts Council meeting and asked that they add some points which had come up during that meeting to their upcoming work session, and Mayor Dandoy replied they could do so.

Mayor Dandoy reminded the Councilmembers they had been invited to a 9/11 Memorial event for the

following day, and requested their presence.

I. Adjournment

Robert Dandoy
Mayor

Attest:

Brittany Fowers
City Recorder

dc:

Surplus Vehicle List			
Dept	Year	Make	Model
W-12	1998	Dodge	RPC350
X-61	2021	Ford	F150
X-62	2021	Ford	F150
X-63	2021	Ford	F150
X-33	2014	Ford	Taurus

REQUEST FOR COUNCIL ACTION



DATE: September 19, 2023
To: Mayor and City Council
FROM: Amber Kelley
RE: Adjustments to the FY2024 Budget

Ordinance ☐ **Resolution** ☒ **Motion** ☐ **Information** ☐

Executive Summary

As previously discussed in City Council meeting, staff would like to recommend adding a camera system to Emma Russell Park to deter vandalism in the bathrooms. The internet and camera system is estimated to cost \$31,000 and the annual maintenance cost is \$1,200. It was also discussed to add 2 flock cameras at the park for an annual cost of \$6,000. The flock cameras will be added to the Police Department's budget since that is where we are already paying for our existing flock cameras and the other items will be added to the Information Technology Fund.

General Fund –

Add \$6,000 to the Police Department budget that will come from fund balance in the General Fund.

Information Technology Fund –

Add \$31,200 for the internet and camera system to be installed at Emma Russell Park. This will come from fund balance.

Recommendation

We recommend that the City Council approve the adjustments as shown above. Resolution No. 23-17 has been prepared for your consideration.

Fiscal Impact

The General Fund will use fund balance and increase expenditures by \$6,000.

The Information Technology Fund will use fund balance and increase expenditures by \$31,200.

Note

Staff has done research on donating \$1,800 to the Cold War Veterans Association for Cold War medals and would like to recommend adding this donation to the budget at this time. This amount will come out of the Legislative budget already approved for council contingency and therefore will not increase overall budget expenditures. State code requires us to provide a public hearing for all donations.

RESOLUTION NO. 23-17
A Resolution of the Roy City Council
Approving Adjustments to the Fiscal Year 2024 Budget

Whereas, the City Council has received information regarding recommended modifications and adjustments to the budget, and

Whereas, the budgets for the General and Information Technology Funds require adjustment due to additional revenue sources and increased expenditures; and

Whereas, the City Council finds it is in the best interest of the citizens of Roy to make the adjustments,

Now, therefore, be it resolved by the Roy City Council that the City budget be adjusted as follows:

Fund	Previously Approved Budget	Increase (Decrease)	Adjusted Budget
General Fund	\$ 24,448,415	\$ 6,000	\$ 24,454,415
Total	\$ 24,448,415	\$ 6,000	\$ 24,454,415
Internal Service Funds:			
Information Technology	\$ 908,675	\$ 31,200	\$ 939,875
Total	\$ 908,675	\$ 31,200	\$ 939,875

Passed this 19th day of September, 2023.

Robert Dandoy, Mayor

Attested and Recorded:

Brittany Fowers, City Recorder

City Council Members Voting “Aye”

City Council Members Voting “Nay”

FY 2024 Budget Opening
September 19, 2023

General Fund									
		<u>Revenues</u>				<u>Expenditures</u>			
Use of Fund Balance	10-38-700	\$	6,000	Police subscriptions	10-54-210	\$	6,000	Flock cameras subscription	
		<u>\$ 6,000</u>				<u>\$ 6,000</u>		\$	-

Information Technology Fund									
		<u>Revenues</u>				<u>Expenditures</u>			
Use of Fund Balance	60-38-700	\$	31,200	System Supplies	60-40-300	\$	30,000	Internet & cameras at Emma Russell Park	
				Prof & Technical	60-40-310	\$	1,200	Camera annual maintenance subscription	
		<u>\$ 31,200</u>				<u>\$ 31,200</u>		\$	-

Roy City Council Agenda Worksheet

Roy City Council Meeting Date: September 19, 2023

Agenda Item Number: Action Item #1

Subject: Roy City 5 Year Strategic Plan

Prepared By: Bob Dandoy

Background:

- Since March through August of 2023, the Roy City Council has been assessing the development of a 5 Year Strategic Plan.
- The central purpose of the 5-Year Strategic Plan is to provide Roy City with a tool that can be used by elected officials and city staff to guide goal setting and focus efforts on those things that have been identified as the highest priorities.
- To truly be effective, this plan needs to become part of how elected officials and city staff operate and think about programs and services.

Discussion:

- After conducting 3 Council work sessions, Roy City staff is prepared to provide a 5 Year Strategic Plan to the City Council for final approval.
- Once approved, the Council will implement selected objectives beginning January 2024, with a review and report update in July 2024.

Recommendation (Information Only or Decision): Decision to approve the Roy City 5 Year Strategic Plan.

Contact Person / Phone Number: Bob Dandoy or Matt Andrews

RESOLUTION NO. 23-18

A RESOLUTION OF THE ROY CITY COUNCIL ADOPTING A CITY-WIDE LONG RANGE STRATEGIC PLAN

WHEREAS, the City of Roy (“City”) is a municipal corporation duly organized and existing under the laws of the State of Utah; and

WHEREAS, City is a growing community with an ever changing population, workforce, business interests, industrial interests, and community needs; and

WHEREAS, in order to serve the dynamic culture of City it is imperative that local leaders develop and adopt a long range strategic plan; and

WHEREAS, the Mayor, City Council, City staff, and concerned citizens have participated in a detailed process including multiple revisions and work sessions; and

WHEREAS, the Roy City Council has received a completed draft of the strategic plan that includes departmental goals, objectives, and mission statements from the City’s various departments; and

WHEREAS, after reviewing the proposed strategic plan and allowing an opportunity for the public to comment on said plan, it is the opinion of the City Council that adoption of the strategic plan is in the best interests of City.

NOW THEREFORE, the Roy City Council hereby resolves that the strategic plan attached hereto as exhibit #1 shall be the formally adopted strategic plan for Roy City, Utah.

Passed and Effective this 19th day of September, 2023.

Robert Dandoy
Mayor

Attested and Recorded:

Brittany Fowers
City Recorder

This Resolution has been approved by the following vote of the Roy City Council:

Councilmember Sophie Paul _____

Councilmember Scadden _____

Councilmember Wilson _____

Councilmember Joe Paul _____

Councilmember Jackson _____

Roy City 5-Year Strategic Plan 2023-2028

(Updated 8/18/2023)

Final

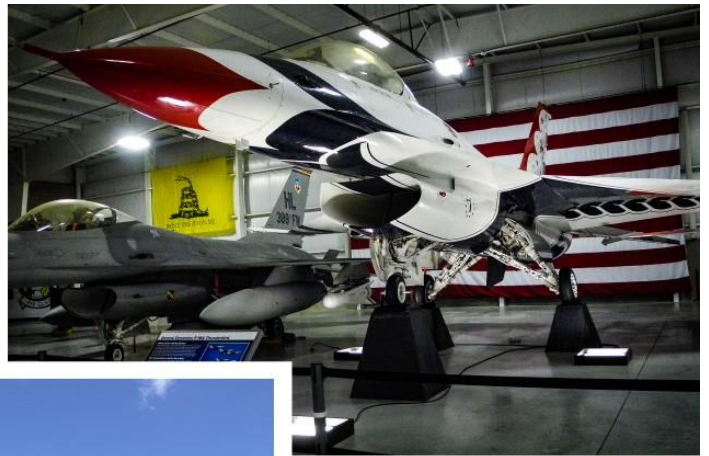
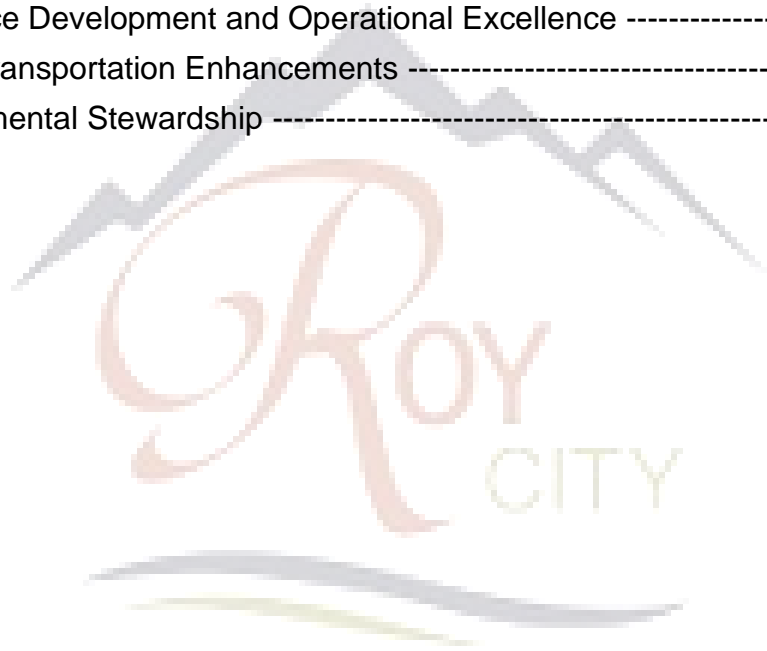


Table of Contents

Executive Summary -----	3
Strategic Planning Model -----	7
SWOT Analysis -----	9
Mission Statement -----	11
Major Categories	
Community Image, Cohesiveness, and Pride -----	13
Economic Development, Redevelopment, and Vitality -----	20
Public Infrastructure, Maintenance, and Capital Improvements -----	32
Workforce Development and Operational Excellence -----	36
Public Transportation Enhancements -----	40
Environmental Stewardship -----	46



Executive Summary

Roy was settled in 1873 by William Evans Baker, twenty-five years after Ogden. Most of the surrounding communities had been settled prior to that time. On May 24, 1894, a post office was established. Previously known as Central City, Sandridge, the Basin, and Lakeview - Roy was ultimately named for a local schoolteacher's child, Roy C. Peebles, who had died. The City of Roy was incorporated on March 10, 1937. Joseph William Jensen was the first mayor of Roy for a term of six years, as elected by the commissioners.

Businesses in Roy were limited until the early 1940s. A gas station, a couple of grocery stores, a cafe, and a lumber yard made up the modest business district. However, Roy developed rapidly during World War II. Roy housed many of the workers and personnel from adjacent military installations, including Hill Air Force Base, the Navy Supply Depot (now the Freeport Center), and the Defense Supply Depot (now Business Depot Ogden). September 1953 marked a milestone in Roy's history—Roy received a charter to establish the first branch bank in the state of Utah. This branch of the Bank of Utah pioneered the way for other banks to establish branches throughout the state. Norton Parker, son of Mayor Dean Parker, was the first manager of this new branch bank.

Today, Roy has many types of businesses and services. The latest 2020 Census report shows Roy has 39,358 residents, up from the 2010 census at 36,884. But by far, the main reason for Roy's continued success is its dedicated community. The people here care about the city's well-being and image and want Roy to be seen in the way they see it— a wonderful place full of history, small and comfortable, friendly, and accommodating— but most of all, home.

Roy's Strategic Plan

The central purpose in this undertaking is to provide Roy City with a tool that can be used by elected officials and city staff to guide goal setting and focus efforts on those things that residents have identified as their highest priorities. To truly be effective, this plan needs to become part of how elected officials and city staff operate and think about programs and services. Ultimately, it needs to be incorporated into how we measure success. No matter how comprehensive this plan is, the test of its usefulness will be defined by how effective it is in guiding decisions and creating the future to which citizens aspire, particularly when developing the Fiscal Year Budget.

The Methodologies

The City Council commissioned a survey in the summer of 2016, conducted by Weber State University's Center for Community Engaged Learning - Community Research Extension. The purpose of this survey was to gather data from the citizenry and synthesize that information into a set of recommended strategic directives.

Roy City advertised to its residents that they were interested in their opinion on various issues through the Roy City website, Roy City Facebook page, and various other outlets. To make sure that all 12 areas of Roy City were equally represented in the survey, a group of volunteers went door to door to randomly selected blocks within the neighborhood areas that needed greater representation to request participation on the survey. The survey was available to Roy respondents from May 1, 2016, to July 2, 2016. A Spanish version of the survey was also made available.

Roy residents were asked 34 questions that included questions about satisfaction with different departments and services, and their greatest areas of concern about the city. Residents were also asked to evaluate the level of service they have received from various city departments.

Armed with the input from the Roy citizen survey, as well as their own experiences with Roy residents, the Mayor, City Council, and Senior Staff met to discuss strengths, challenges, and opportunities facing the city. The city's elected officials and department heads are guided through a process to discuss what it meant to live in Roy and identify what parts of that identity they wanted to take with them as their plan for the future of our community.

The document you see before you represents many hours of thoughtful, visioning, discussion, and planning on behalf of Roy City to build on the foundation of the past for a bright future for many generations to come in Roy. There is a good argument that a new survey is needed to enhance this information.

The Primary Directive of Roy

The primary purpose of government is to provide the basis or foundation for civilized living. While this concept may appear elementary and more than intuitive, much debate in recent years has swirled around the role of government. It is therefore critical that, before presenting the community's strategic direction, the city define its role in the lives of its citizens. We do this by formulating and articulating the primary directive of Roy or the Mission Statement. This is the essence and reason sustaining the existence of the City of Roy. It lies at the intersection of three things.

- 1) What city leaders and staff have a deep passion for – Why do we come to work every day? What motivates us? Why do we care about what happens in Roy?
- 2) What we believe the city can do well or even better than any other city – Are we uniquely positioned to do something extraordinary? What are we equipped to accomplish? This is a question of not only what we can do, but what we can do better than others.
- 3) What drives the city's resource engine – What is it that needs to happen to empower us to realize this primary directive?

What are we deeply passionate about? In Roy, we have a passion for elevating and sustaining quality-of-life. We understand completely the sacred trust that is ours; to maximize our citizens' investment by supporting those programs, initiatives, and ideas that will translate into an opportunity for them to live an exceptional quality of life. We believe that our passionate commitment to our community vision and values, combined with careful planning and purposeful follow-through, will translate into every resident's opportunity for a better life.

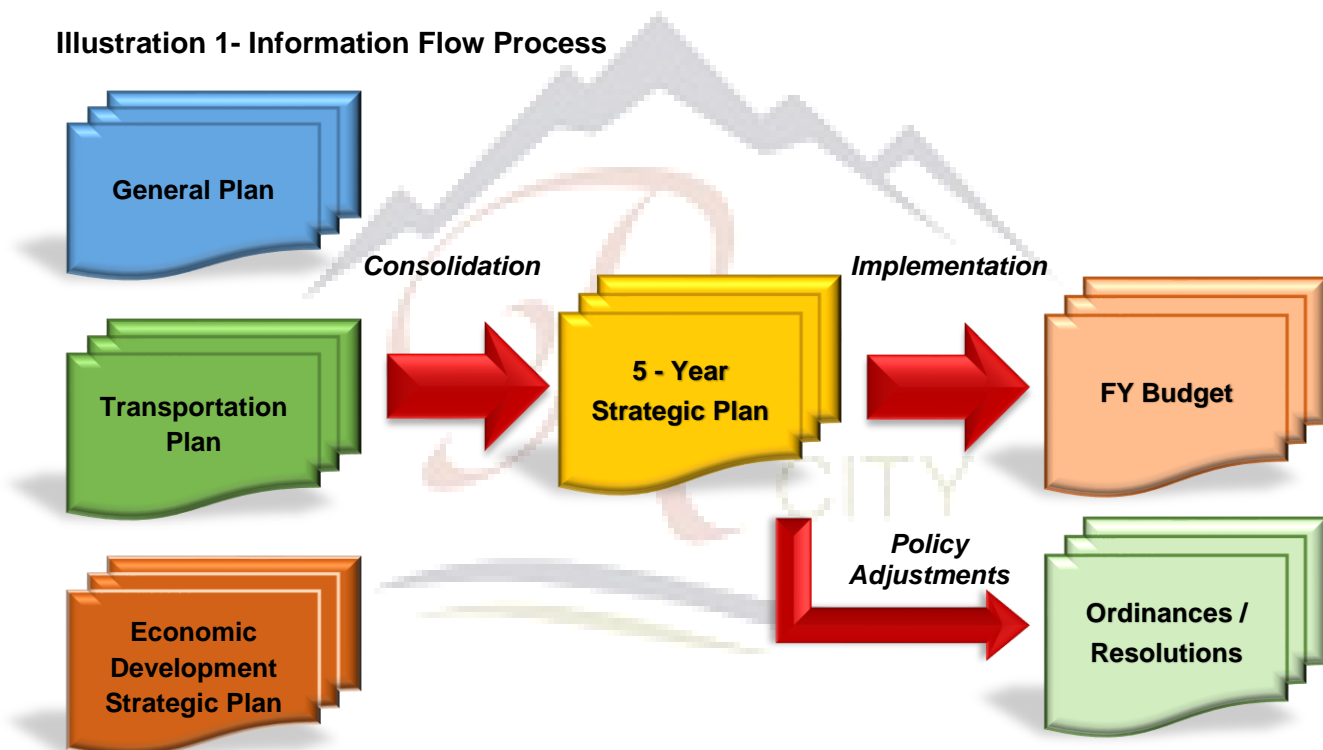
What can we be the best in the world at? With our location along I-15 between Ogden and Salt Lake and proximity to Hill Air Force Base, Roy is positioned to build a community with a vibrant economy that enables a truly excellent quality of life for our residents. Industry in the area is vibrant and growing and offers excellent employment opportunities. With Utah's economic engines going full-bore, quite simply, there are few places in the country with this kind of broad-based economic vitality.

What drives our economy, or in the public sector, our resource engine? We believe that as we can lift our citizens' quality-of-life, we will have demonstrated our competency and trustworthiness. Citizen trust, meanwhile, is generated at the intersection of competency and trustworthiness. As our citizens' trust increases, they are more likely to continue to invest in the services that we provide. As they do so, we are empowered to continue lifting our level of

service, which results in greater trust, and so the process repeats itself. Public trust drives Roy's resource engine.

In some cases, companion planning documents like the General Plan, Economic Development Strategic Plan and the Transportation Plan are used to govern the direction of the city (Illustration 1). Included in these other plans could be policies that are statutory in nature with specific implementation dates. Using this 5-Year Strategic Plan to identify, organize, and implement the requirements found in other planning documents provides an easier management tool. This becomes more effective when using a semi-annual City Council Meeting review process to maintain emphasis on progress, coupled with the budget development process that will provide appropriate funding requirements. Moving priority requirements from the Strategic Plan to the applicable Fiscal Year (FY) Budget document or ordinance/resolution, directs staff to assess and implement needs. Simply put, the 5-Year Strategic Plan is a management implementation tool, a living document that is continually edited and updated. The Plan was created for the purpose of being able to grow and change with the changing needs of the city.

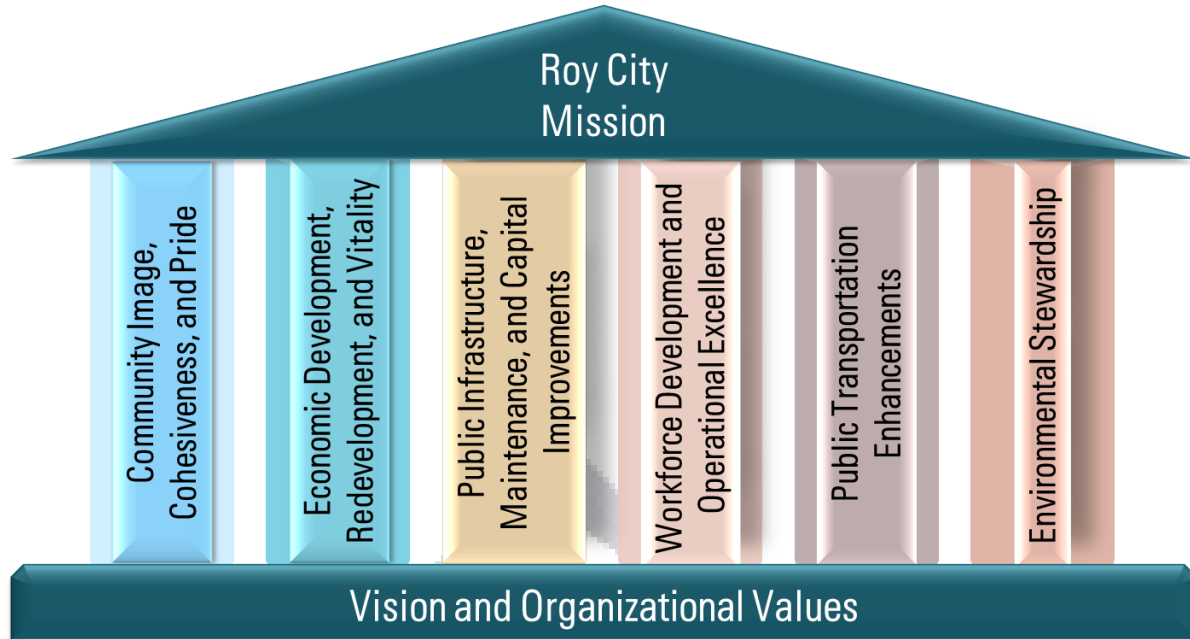
Illustration 1- Information Flow Process



All programs, initiatives, and energy must therefore be focused on achieving the primary directive or Mission Statement. All metrics and outcomes should support this Mission Statement. The strategic plan's role in fulfilling the Mission Statement begins by defining what citizens believe is essential to quality of life.

As a precursor to developing the 5-Year Strategic Plan, we were able to identify six major categories or pillars that support our mission (Illustration 2).

Illustration 2 – Major Categories or Pillars



Our citizens believe these areas define quality of life in Roy. These are:

1. Community Image, Cohesiveness, & Pride
2. Economic Development, Redevelopment, and Vitality
3. Public Infrastructure, Maintenance, and Capital Improvements
4. Workforce Development & Operational Excellence
5. Public Transportation Enhancements
6. Environmental Stewardship

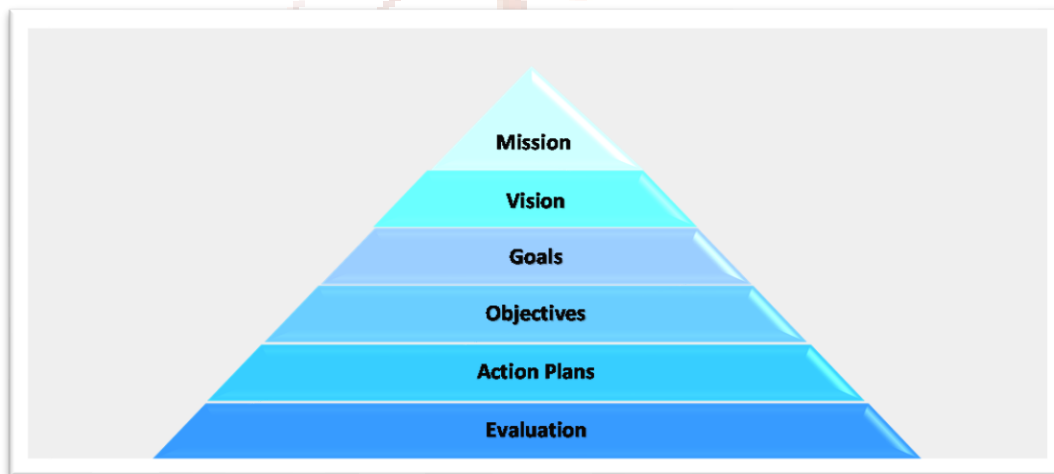
Strategic Planning Model

Simply having a plan does not ensure its implementation. The city should take specific measures to implement this strategic plan and measure progress toward its realization. Specifically, the city should:

- Utilize this plan as the basis for annual strategic planning and goal setting.
- Annually provide the City Council and departmental decision-makers with a city business plan, which ties Council goals to strategic directives, identifying critical outcomes, measures, objectives, and expected budget impacts.
- Tie the budget to the 5-Year Strategic Plan and ensure that initiatives are planned for and funded adequately.
- Report semi-annually in formal City Council meetings in January and July the strategic plan implementation progress and impacts. Include in these meetings a discussion of new goals, objectives, and action plans.
- Annually establish and review outcome measures associated with strategic plan directives. Adjust as necessary to ensure close correlation between outcome measures and plan directives.
- Create a community scorecard for city and citizen use. This should be in a highly illustrative format, accessible electronically via the city's website. The site should provide data associated with previously identified outcome measures. It is critical that this information is kept as current as possible.

A strategic plan is a document that once completed and approved, can be used to guide activities, budgets, and development into the future. It is a living document that requires regular updates and modifications based on changes. The major elements of the Plan are outlined in Illustration 3 – Strategic Plan Elements.

Illustration 3- Strategic Plan Elements



The development framework of the Strategic Plan consists of the following elements:

- Mission (Why do we exist)
 - A mission statement is a short statement of why an organization exists. It describes the city government's purpose and overall intention.
- Vision Statement (Desired future state)

- Should answer the question; “Where do we want to be in the next five, ten to twenty years”?
- Goals (Aim)
 - Goals are broad outcomes or general intentions that build upon the vision and are often intangible. Each goal should have a rationale that is clearly understood and publicly supported.
- Objectives (How to reach goals)
 - Objectives are more specific, measurable, concrete, and support the obtainment of the goals. Goals and objectives provide benchmarks by which area officials, economic development stakeholders, and the community can measure performance. *Note: Goals and objectives provide the basis for formulating the action plan and serve as milestones to evaluate progress.*
- Action Plan: (What’s needed to achieve objectives)
 - The action plan answers the question “How do we get there?”
 - Based primarily on the prioritized goals and objectives of the strategic direction. The action plan distills the vision, goals and objectives into concrete, specific actions to achieve the aspirations of the region’s stakeholders. Building on the well-defined strategic direction, the action plan should explicitly describe how the region will work together to achieve its goals and measurable objectives, including activity ownership, timetables, and committed resources.
- Evaluation: (Track progress toward goals)
 - Evaluation should answer the questions “How are we doing?” and “What can we do better?”
 - The evaluation serves as a mechanism to gauge progress on the successful implementation of the overall strategic plan. The evaluation, with its associated measures and timelines, should cascade from the strategic direction and action plan, which, in turn, flow from the SWOT analysis. Performance measures should be identified to evaluate the progress of activities in achieving the vision, goals, and objectives.

Roy City Strategic Plan – SWOT Analysis

SWOT stands for Strengths, Weaknesses, Opportunities, and Threats. A SWOT Analysis is a technique or framework used to evaluate an organization's competitive position and to develop strategic planning. SWOT analysis assesses internal and external factors, as well as current and future potential. All SWOT analysis will include the following four categories.

- Strengths: Strengths describe what an organization excels at and what separates it from the competition.
- Weaknesses: Weaknesses stop an organization from performing at its optimum level. They are areas where the organization needs to improve to remain competitive.
- Opportunities: Opportunities refer to favorable external factors that could give an organization a competitive advantage.
- Threats: Threats refer to factors that have the potential to harm an organization.

A SWOT analysis will position our city to seize opportunities and prepare effective strategies. Getting a clear and realistic view of our internal and external environment will help us identify ways to better satisfy residents, property owners, and business owners. It will help achieve your goal objectives and strengthen weaker areas that have an impact on our mission and vision performance.

Roy City's SWOT Analysis

STRENGTHS

- Freeway access off 5600 South, close to I-15.
- Close to HAFB and developments being proposed on the Base.
- Riverdale Road and 1900 West have good traffic flow.
- Better communication between elected officials.
- Utilities are adequate to support new growth and development.
- Close to Ogden airport, which is a regional airport.
- A skilled workforce and educated community.
- Committed staff.
- Good public safety department, close to downtown.
- Low crime rates.
- Good quality of life, parks, and recreation.
- Friendly development approval process.
- Community involvement and unity.

WEAKNESSES

- Dilapidated downtown area.
- Lack of affordable housing and diversity of housing
- Retail sales that leave the city and are captured by Riverdale and Clinton
- Lack of property to grow the city.
- Heavy traffic on 5600 south, 1900 West, 3500 West, 4800 South
- Lack of revenue to support the needs and wants of the city.
- No defined strategy for economic development, business recruitment or business retention
- Need someone accountable to manage economic development in the city.
- No marketing strategy for business recruitment
- Older community
- Outdated ordinances and policies that affect development within the city.

OPPORTUNITIES

- Establish a mixed used development in the downtown district.
- Implement redevelopment of the downtown area.
- Adopt a new general plan for the city.
- Capitalize on the development planned for Hill AFB.
- Work with Ogden City to develop property along 1900 West by the airport.
- Acquire surplus property from UDOT on 1900 West and 5600 South for new development.
- Develop the front runner station property into a mixed used development.
- Establish policies and procedures to support development in the city.
- Undertake studies needed to improve new business development opportunities.
- Prepare a marketing plan.
- Prepare and implement a business retention policy.
- Prepare a business requirement plan.
- Implement a code enforcement program.
- Look at the opportunity to take advantage of the heavy traffic.
- Change policies and ordinances to be a ready-developed community.

THREATS

- Surrounding cities capture our retail opportunities.
- Changing housing patterns, and not having development to capture the new patterns.
- Traffic issues unless UDOT implements improvements on 1900 West and 5600 south.
- Competition for revenue within the city.
- Limited established funding source for economic development.
- Sunset of existing RDA project areas.
- Lack of new revenue to continue to provide increased service needs of the city.
- Ogden Airport Master Plan that shows consolidation and transfer of Roy City properties into Ogden City boundaries.

Mission Statement

“Roy City exists to enhance the quality of life for our community through planning, leadership, citizen involvement, and quality services.”

Major Categories

Community Image, Cohesiveness, and Pride

- Vision: Cultivate pride in our community by investing in measures to improve the physical appearance of our city, enhance recreational amenities, encourage volunteerism, and promote cultural services for residents.
- Goals:
 - Improve the Physical Appearance of the City
 - Enhance Recreational Amenities
 - Promote Cultural Services through Enhanced Arts Council Activity
 - Encourage and Facilitate Volunteerism

Economic Development, Redevelopment, and Vitality

- Vision: Foster economic development in our city to enhance and increase the amenities available to our residents, provide a solid tax base for funding key community priorities and establish partnerships within our city and with community neighbors.
- Goals
 - Target Mixed-Use Development Within Specific Areas Designated by the General Plan and Current Market Strategies to Maximize Economic Benefit and Impact.
 - Identify Areas the City and RDA Board can Participate in and Facilitate Redevelopment
 - Market Key Areas for Commercial Growth and Market Roy City.
 - Modernize and Make More Efficient Internal Aspects of Economic Development
 - Retain Economic Experts for Specific Projects
 - Reports and Updates on Economic Development and City Planning
 - Develop Ogden Airport Compatibility Plan
 - Implement Hill AFB Compatibility-Use Plan

Public Infrastructure and Capital Improvements

- Vision: Develop, fund, and execute a plan for ongoing maintenance / replacement of aging infrastructure and plan for enhanced infrastructure improvements.
- Goals:
 - Replacing Aging Infrastructure
 - Establish Capital Facility Improvement Plan.

Workforce Development and Operational Excellence

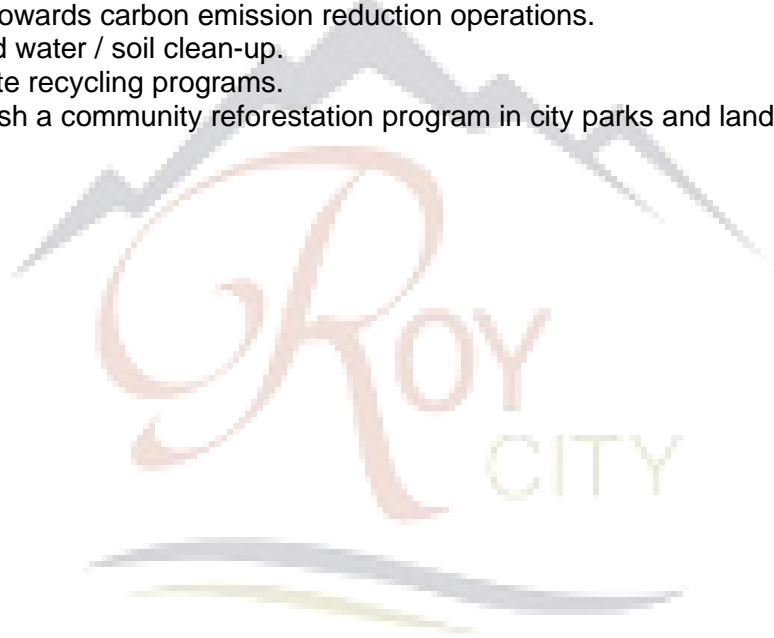
- Vision: Invest in the recruitment, development, and retention of a talented & committed workforce to improve services level for residents and businesses in our community.
- Goals:
 - Invest in the Recruitment, Development, and Retention of a Talented & Committed Workforce
 - Foster Public Trust through Open Communication and Transparency

Public Transportation Enhancements

- Vision: Improve traffic flow in the city through smart planning and partnership with State agencies and neighboring communities. Enhance active transportation opportunities.
- Goals:
 - Improve Traffic Flow
 - Establish and Repair Sidewalks
 - Promote Development of Active Transportation Trails

Environmental Stewardship

- Vision: Actively pursue, protect, and sustain environmental improvements for future generations, through awareness, conservation, pollution prevention and safeguarding biodiversity.
- Goals:
 - Establish a city-wide water conservation program.
 - Move towards carbon emission reduction operations.
 - Ground water / soil clean-up.
 - Promote recycling programs.
 - Establish a community reforestation program in city parks and lands.



Community Image, Cohesiveness, and Pride



Community Image, Cohesiveness, and Pride

Vision - Cultivate pride in our community by investing in measures to improve the physical appearance of our city, enhance recreational amenities, encourage volunteerism, and promote cultural services for residents.

Goal 1: Improve the Physical Appearance of the City

Physical appearances are an important part of first impressions. Cleanliness, architecture, and amenities play a role in the way Roy City welcomes the world.

Objective 1: Beautification of city corridors (Streetlights, curb, gutter, and sidewalk, etc.)

Action Plan:

- This Action Plan involves investment in both short- and long-term projects on an ongoing basis so pride in our community comes through physical improvements to Roy City. There will be two primary target areas.
 - Revitalize Main Street
 - Signage and Landscaping: Signage and landscaping projects should create a sense of place by improving signage at city entrances. Welcome signage on large rocks has been placed at both north and south entrances; landscaping of attractive, multi-colored rock design should be installed at the base of those rocks. Long-term, investigate the possibility of similar signage at the west entrances to Roy City.
 - Replace the banner signs along the corridors as they are becoming tattered. Install a hanging basket of artificial flowers or greenery on the single post at the 1900 West entrance to the Municipal Center rather than a banner to make that entrance stand out.
 - Clean Up (and Maintain) Public Properties
 - The City will actively promote and encourage residents to monitor and report any vandalism, suspicious activity, damaged property/equipment, graffiti, fallen trees or other hazards. The city will install "If you see something, say something" signage at multiple locations at the various Parks, along with phone numbers to non-emergency dispatch. Some sort of reward system may be developed long-term for those who reports vandals that are successfully prosecuted.
 - The lawn at the Municipal Center will be reseeded as necessary, and deceased trees will be removed, and replacements installed. The use of evergreen trees will be discouraged due to bark beetle infestation.
 - The roundabouts and street islands will be maintained to a high standard, appropriately mulched to conserve water, and weeded as necessary. Bushes and trees in public spaces will be pruned annually and will be removed and replaced when necessary.
 - The Parks and Recreation Department will ensure that trash receptacles are available and convenient in parks for use.
 - The city will continue its successful Waste Pass program and 2-week Spring and Fall Cleanup programs.
 - Code enforcement will provide quarterly reporting to the City Council.

Ownership: Public Works, Parks / Recreation, and Community / Economic Development Departments

Timetables:

Objective 2: Implement Beautification Projects and Landscape Contests

Action Plan:

- The City will actively promote and encourage residents to maintain their private and commercial properties at high beautification standards.
- Hold assorted landscaping contests to promote public involvement.
- Continue to work with local volunteer groups to promote days of service, neighbor to neighbor assistance, and advertise the city's volunteer community service program.
- Offer more dynamic code enforcement program ideas to address violations with information on resources to fix the violations.
- Work with the city will assess the feasibility to purchase annual flowers and place them in planters at the Municipal Complex, entrance signs (if there is water to the area) and waterfalls.
- Collaborate with the Parks department, local volunteer groups, local businesses, and the Community Development department to find areas and projects to landscape areas with rock, shrubbery, and additional trees throughout the city.

Ownership: Beautification Committee

Timetables:

Objective 2: Road and Trail Adoption

Action Plan:

- Continue to promote and maintain the "Adopt-A-Trail" program where the trails are divided into seven sections and people volunteer to regularly clean up the trail trash, garbage, and other debris.
- Establish a committee responsible to oversee the program.
- Determine the specific roads and trails eligible for the adoption.
- Develop clear guidelines and procedures for individuals or groups interested in adopting a road or trail.
- Establish a formal agreement.
- Regularly review and assess the program to determine its effectiveness.

Ownership: Parks and Recreation Department

Timetables:

Goal 2: Enhance Recreational Amenities

Studies indicate recreation amenities provide personal development and growth, improve physical health, strengthen social bonding, reduce alienation, develop strong communities, reduce vandalism and crime, and enhance property value.

Objective 1: Establish Pickle-ball Courts in George Wahlen North Park (Illustration 4)

Action Plan:

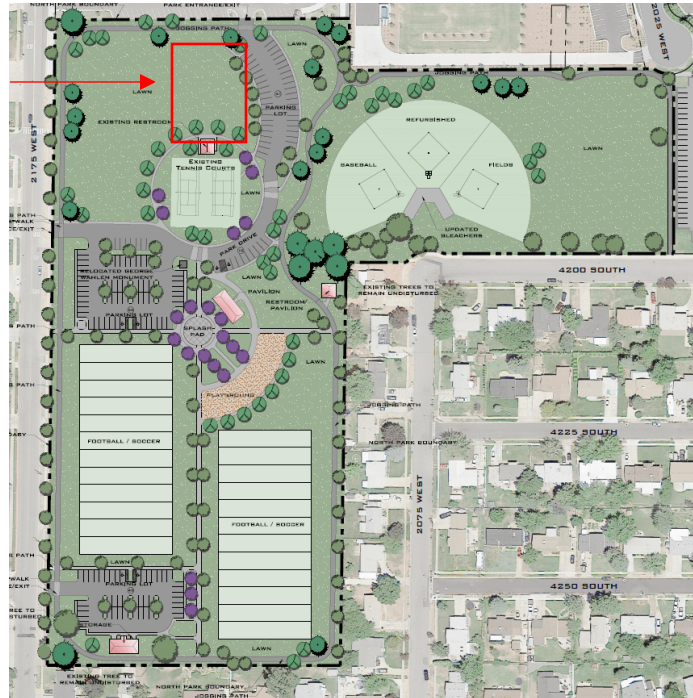
- Estimate the required resources, including materials, construction, equipment, and maintenance.
- Ensure the design includes adequate fencing, court surfacing, and net systems.
- Issue a Request for Proposal (RFP) and select contractor.
- Coordinate the construction process, ensuring quality and timely completion.

Ownership: Parks and Recreation Department

Timetables: FY-2022/2023

Illustration 4- George Wahlen North Park

Pickleball Courts



Objective 2: Remodel West Park.

Action Plan:

- Conduct an assessment to identify the existing deficiencies, challenges, and opportunities for the improvement of West Park include additional parking spaces.
- Incorporate the community's input and preferences into the design concepts.
- Determine the estimated budget required for the remodeling project.
- Seek funding sources such as RAMP grants, impact fees, or Roy City General Fund.
- Develop detailed engineering and construction plans and hire qualified contractors.
- Coordinate the construction process, ensuring quality and timely completion.

Ownership: Parks and Recreation Department

Timetables:

Objective 3: Playground Equipment Replacement.

Action Plan:

- Conduct an assessment to identify the existing deficiencies, challenges, for playground equipment throughout Roy City.
- Incorporate the community's input and preferences into the design concepts.
- Determine the estimated budget required for the project.
- Seek funding sources such as RAMP grants, impact fees, or Roy City General Fund.
- Develop detailed engineering and construction plans and hire qualified contractors.
- Coordinate the construction process, ensuring quality and timely completion.

Ownership: Parks and Recreation Department

Timetables:

Objective 4: Complex Update and Maintenance.**Action Plan:**

- Prioritize upgrades and improvements based on the needs associated with the budget.
- Review and update the maintenance and cleaning procedures to ensure regular upkeep.
 - Evaluate current maintenance staffing needed to upkeep facility.
- Develop a comprehensive budget that includes maintenance costs, facility upgrades, and potential expansion projects.
- Seek funding from various sources, including RAMP grants, sponsorships, partnerships, and fee increases.
- Established a plaque identifying fundraising contributors to the Complex upgrade.

Ownership: Public Works Department**Timetables:****Objective 5: Aquatic Center Maintenance.****Action Plan:**

- Prioritize upgrades and improvements based on the needs associated with the budget.
- Review and update the maintenance and cleaning procedures to ensure regular upkeep.
 - Evaluate current maintenance staffing needed to upkeep facility.
- Develop a comprehensive budget that includes maintenance costs, facility upgrades, and potential expansion projects.
- Seek funding from various sources, including RAMP grants, sponsorships, partnerships, and fee increases.

Ownership: Public Works Department**Timetables:****Goal 3: Promote Cultural Services through Enhanced Arts Council Activity**

What makes Roy City a wonderful place to live, work and play is the deep-rooted family culture. Local culture provides a sense of identity for communities and residents. This identity facilitates common understandings, traditions, and values, all central to the identification of plans to improve well-being. Culture contributes to building a sense of local identity.

Objective 1: Cultural Events in the Park (Live Entertainment and Community Theater)**Action Plan:**

- Live Entertainment
 - Assess the number and types of cultural events that will take place.
 - Establish a projected budget to achieve the cultural events.
 - Secure appropriate funding through grants and local government.
 - Work with Weber County Library – Southwest Branch to coordinate the outdoor stage availability.
 - Advertise and promote the events throughout the city.
- Community Theatre
 - Assess the number and types of cultural events (theatre performances) that will take place.
 - Establish a projected budget to achieve the cultural events.
 - Secure a qualified director for the theatre troupe.
 - Secure appropriate funding through grants and local government
 - Work with the Hope Center to coordinate space availability for rehearsals and performances.
 - Advertise and promote the events throughout the city.

Ownership: Arts Council

Timetables: FY 2023/2024

Objective 2: Establish a Police / Fire / Military Commemorative Park

This commemorative park serves as a permanent tribute to the heroic contributions of Roy City police officers, Roy City firefighters, and Roy City military residents who protect our society.

Action Plan:

- Assemble an organization subcommittee made up of reps from the police / fire departments, local veteran organization, senior staff, city council member, and residents.
- Define key elements necessary to create the commemorative park.
- Work with Roy City staff to determine the best location for the park.
- Hire a design contractor to layout the park and structures.
- Assess numerous funding sources to include grants, private donations, and state / local government. Develop and get approval on managing any city donations. Once funding resources meet projected costs targets, issue a Request for Proposal to award a contract.
- Work with the City Council and Staff to establish a contract to have the commemorative park built.

Ownership: Arts Council

Timetables:

Objective 3: Establish Royal Lion Sculptures and Murals to create a sense of community pride and express community history, values, and culture.

Action Plan:

- Define content guidelines for murals and sculptures.
- Establish budget for overall and individual projects.
- Secure funds to purchase items and address funding for damage from graffiti and weather.
- Install murals which depict local history or community in appropriate locations along 1900 West.
- Develop a contest for artists to paint recurring features in the city, such as traffic signal boxes.
- Work with local businesses/property owners and Roy City to identify mural locations and sculpture locations.
- Coordinate with artists/schools/organizations and business/property owners for design and installation.
- Provide feedback and updates with senior staff.

Ownership: Arts Council

Timetables:

Objective 4: Art Displays and Contests

Action Plan:

- Assess the number and types of art displays and contests to include Art Show, Poetry Contest, Bookmark Contest, and Gingerbread Contest.
- Establish a projected budget to establish art displays and contests in Roy City.
- Secure appropriate funding through grants, public donations, and the Roy City Council. Develop an approved policy and process to accept public donations.
- Work with Weber County Library in Roy to coordinate space availability.
- Contact Roy schools to encourage student participation in Poetry and Gingerbread Contests. Possible inclusion of ideas into their curriculum.
- Contact Hope Center Senior Citizens group for Gingerbread contest and Art Shows.
- Advertise / promote events using signs, banners, and flyers.

Ownership: Arts Council

Timetables:

Goal 4: Encourage and Facilitate Volunteerism

Volunteering is important as it offers essential help to worthwhile causes, people in need, and the wider community. Roy City can help facilitate volunteering through community service opportunities and projects.

Objective 1: Facilitate Volunteerism in City Wide Projects—cleanup, Roy Days, and various department opportunities.

Action Plan:

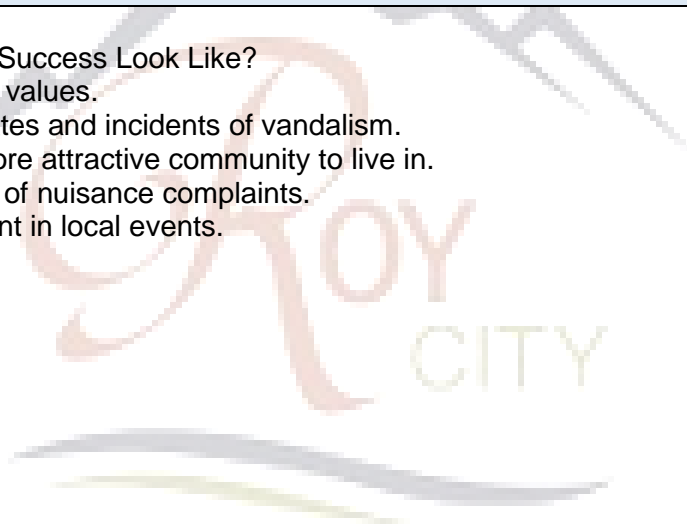
- Work with City Council members, local service groups, religious organizations, and volunteers from the City's website to coordinate projects that give citizens the opportunity to serve the Roy City Community.
- The city will work with volunteer organizations for the Clean Up Event and Day of Service event in August to foster community involvement and support in City beautification.
- Work with senior staff, on a planning level, to look to invite and use volunteers for projects and events.
- Promote the community service sign up function on the city website to get people needing assistance in contact with those willing to sign up and assist with projects.

Ownership: Community & Economic Development Department

Timetables:

Evaluation: What Does Success Look Like?

- Increase in property values.
- Decreasing crime rates and incidents of vandalism.
- A visibly cleaner, more attractive community to live in.
- Reduce the number of nuisance complaints.
- Increase engagement in local events.



Economic Development, Redevelopment, and Vitality



Economic Development, Redevelopment, and Vitality

Vision: “Foster economic development in our city to enhance and increase the amenities available to our residents, provide a solid tax base for funding key community priorities and establish partnerships within our city and with community neighbors”.

Goal 1: Target Mixed Use Development Within Specific Areas Designated by the General Plan and Current Market Strategies to Maximize Economic Benefit and Impact

Tax is integrally linked to development. Revenue is needed for the supplying of public assets and services, and it strengthens our city's infrastructure. Taxes must be raised in a way which is fair and sustains economic growth. Roy City depends on: Property Taxes and Sales Taxes. The City Council has little control over Sales Tax except to create an environment for business to generate more of it. Every effort must be made to enhance and draw upon Sales Tax revenues as the primary source to fund city services and keep property taxes to a minimum.

Objective 1: Main Street (1900 West)- Currently zoned for mixed use projects and will have future opportunities for additional projects.

Action Plan:

- Complete the currently proposed CRA project area.
- Evaluate specific projects within the CRA area and use the TIF funds to assist the most economically beneficial projects to come into the area.
- Look for opportunities to assist with any negotiations for the redevelopment of existing businesses wanting to upgrade their infrastructure or business ideas.
- Keep all positive momentum in the area going for new businesses and redevelopment of existing businesses.
- Provide information and opportunities for any displaced businesses to stay in Roy.

Ownership: Community & Economic Development Department

Timetables:

Objective 2: Train Station

Action Plan

- Use the station area plan as a blueprint for the areas development.
- Work to assist development that promote the area and the City as a whole.
- Continue to meet with UTA and State leadership to promote the area and the development of the area surrounding the front runner station.

Ownership: Community & Economic Development Department

Timetables:

Objective 3: Midland Drive and 3500 West

Action Plan

- Push with UDOT and State political leadership the necessity of new roads and expansion along 3500 West throughout Roy.
- Market certain specific areas for key commercial growth along 3500 West coinciding with forthcoming road and traffic plans.
- Review zoning codes along 3500 to see if different codes or mixed use zoning would enhance opportunities along that area.

Ownership: Community & Economic Development Department

Timetables:

Goal 2: Identify Areas the City and RDA Board can Participate in and Facilitate Redevelopment

Redeveloping the right commercial property may offer abundant benefits and have the power to revitalize our city's economy. Commercial real estate redevelopment allows economically obsolete properties to be reimagined. Redeveloping a property will raise the likelihood of increased value and result in additional tax revenues.

Objective 1: 1900 West

Action Plan

- Complete the currently proposed CRA project area.
- Evaluate specific projects within the CRA area and use the TIF funds to assist the most economically beneficial projects to come into the area.
- Look for opportunities to assist with any negotiations for the redevelopment of existing businesses wanting to upgrade their infrastructure or business ideas.
- Keep all positive momentum in the area going for new businesses and redevelopment of existing businesses.
- Provide information and opportunities for any displaced businesses to stay in Roy.

Parallel to Goal 1 Objective 1

Ownership: Community & Economic Development Department

Timetables:

Objective 2: Create Opportunities from the Existing 5600 South Project

Action Plan.

- Assist any displaced business with relocating in Roy City.
- Work with businesses along 5600 South to make sure they can stay in current locations with UDOT project approval.
- Market the benefit of the new 5600 to businesses along the road. This should be a boom along 1900 West, down 5600 South, and by 5600 and 3500 west.

Ownership: Community & Economic Development Department

Timetables:

Goal 3: Market Key Areas for Commercial Growth and Market Roy City

The purpose of a Marketing Plan is to help articulate a strategy for promoting our city's brand and to help grow revenue for businesses. One of the most vital city marketing steps involves identifying precisely what makes our city stand out and pinpointing what aspects make it worth visiting, or in some cases, developing within the city. This means the marketing objectives have a clear target audience or several key target audience groups. The other important element is a focus on city branding. It plays a critical role because it helps our city stand out from alternatives.

Objective 1: Restaurants and Retail stores

Action Plan: Provide education and further analysis on what type of growth will create the most positive economic growth for the city

Ownership: Community & Economic Development Department

Timetables:

Objective 2: Identify Features Unique to Roy

Action Plan:

- Create a committee to identify Roy's Greatest Features and promote on city's website, social media, and a plaque or monument.
- Put on the website an area to promote the opportunities these features provide.

Ownership: Community & Economic Development Department

Timetables:

Objective 3: Identify Amenities in Roy not readily found elsewhere.

Action Plan:

- Create a committee to identify Roy's Greatest Features or a Landmark Destination distinction and promote on city's website, social media, and a plaque or monument.
- Put on the website an area to promote the opportunities these features provide.
- Work with the State to get a historical designation and promotion for qualifying amenities or businesses.

Ownership: Community & Economic Development Department

Timetables:

Goal 4: Modernize and Make More Efficient Internal Aspects of Economic Development

Residents today expect their city to deliver strong, user-friendly digital services. Collaboration tools, modern and intuitive websites, mobile applications, self-service portals, and convenient online accounts have become the standard in many facets of life, and inhabitants expect no less from our city. Expanding digital services in Roy makes us a "Smart City" and a more attractive place for residents to live and businesses to operate.

Objective 1: Online business applications and fees

Action Plan:

- Research best practices of other cities that do all business applications online; use that research to have a plan to transition Roy City to a completely online system.
- Fund a new system, or updating current program, to be able to do online applications.
- Train employees on the online system.
- Create an internal online system for storage of these applications and correlating documentation.

Ownership: Community & Economic Development Department

Timetables:

Objective 2: Education and Training

Action Plan

- Find and attend training or conferences addressing marketing for economic development online.
- Staff continue with IECD program study; complete the "Technology-Led Economic Development" course through IECD.
- CED and IT staff attend trainings together to be able to implement strategies in a cohesive manner.

Ownership: Community & Economic Development Department

Timetables:

Goal 5: Retain Economic Experts for Specific Projects

An economic development expert plays a vital role in the city's progress and success. In formulating and striking business developments, they can guide the city through the political processes, develop appropriate documentation, recommend marketing strategies, provide leads to developers and investors, and recommend applicable funding resources.

Objective 1: Retain Economic Development Experts to Assist in Specific Projects as Needed

Action Plan:

- Retain experts to assist with specific projects that advance the RDA and the City's goals for economic development. Areas of expertise could include:
 - CRA project creation and accounting
 - Business or Retail Study and Marketing Ideas
 - Site Plan Review
- Work with Weber County staff and use their expertise and resources to advance Roy City's goals.

Ownership: Community & Economic Development Department

Timetables:

Goal 6: Reports and Updates on Economic Development and City Planning

Progress reports are the perfect place to highlight any successes and draw attention to any problems. Providing the Community & Economic Development Department a requirement to present community development activities to the City Council / RDA Board, enhances transparency, heightens awareness, provides progress reporting, and helps elected officials to report to residents.

Objective 1: Provide Quarterly Reports to the City Council in a Public Meeting

Action Plan:

- The Community & Economic Development Department will assess current and future projected development projects in the city and provide a presentation once every 3 months or more often if necessary to the City Council meeting or Redevelopment Agency Board meeting. If there are sensitive elements of a development project that warrants a closed-door meeting under the Open Meetings Act, the Mayor will call for a close door meeting.
- The Community & Economic Development Department will assess current Planning Commission requirements and projects managed by the City Planning Office and provide a presentation once every 3 months on recent activity in a City Council Meeting or RDA Board meeting. If it is determined that these two quarterly reports can be combined into a single briefing, the department is encouraged to do so.

Ownership: Community & Economic Development Department

Timetables:

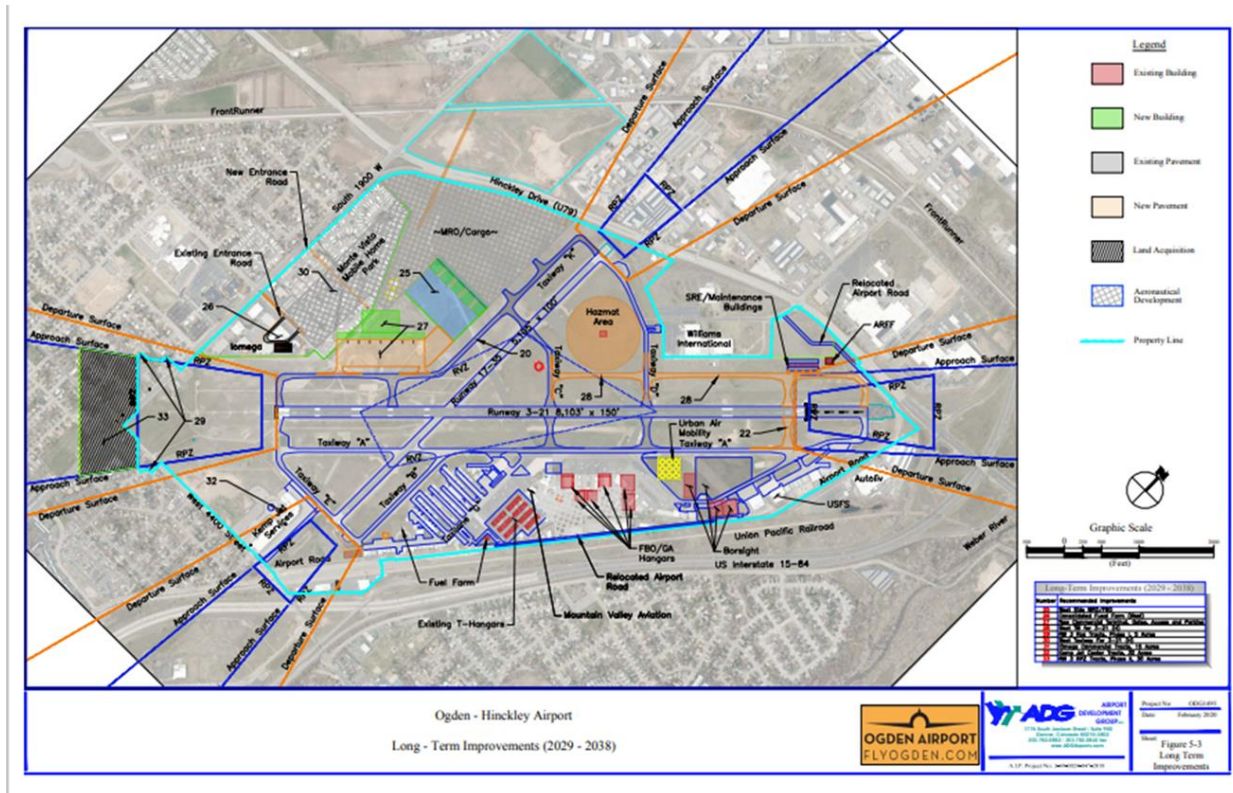
Goal 7: Develop Ogden Airport Compatibility Plan

Ogden Airport, for a long time, has tried to determine how best to be self-sufficient in terms of revenue. There have been several attempts to do so. More recent efforts have focused on using available land on or near the airport to attract aircraft maintenance operations which directly affects Roy land and citizens. On or about June 23, 2020, the Ogden City Council approved the Ogden Airport 2020 Master Plan (Illustration 5).

On the surface this effort will boost the economy in the local area but comes with a significant impact on Roy City. As you can tell from the drawing below Roy City must provide over 100 acres of existing revenue generating properties to satisfy this Ogden Airport Master Plan. The basic impacts to the City will come from loss of population, property taxes and sales taxes

revenues. Properties, when located under the airport jurisdiction, may no longer provide property or sale tax revenue to Roy City. The planned timing of the land acquisition by FAA / Ogden Airport according to the Plan will occur over a period of 4 to 10 years, but the major impact to happen between 2024 through 2028. Look closely at the drawing below and take note of the light blue colored line that will border Roy City and Ogden City under their proposed Plan. The loss of residential housing and the industrial park developments will certainly impact sales tax revenues and federal funds distribution. Since there is little open land left in Roy City, those residents impacted by this Ogden Airport plan will have few choices.

Illustration 5- Proposed Ogden Airport Master Plan



Strategies must be put in place to safeguard Roy City interests as Ogden City moves forward to implement their plan. The main issue here is noise. The FAA actively supports several initiatives that have helped reduce the number of people exposed to significant aviation noise. Airports may collaboratively address noise near airports by using a voluntary program called Airport Noise Compatibility Planning or Part 150. It provides a structured approach for airport operators, neighboring communities, and the FAA to work together to reduce the number of people who live in significantly noise-impacted areas. Through the Part 150 process, airport operators may consider a variety of different strategies to reduce noise. Changes in operational procedures such as take-offs or landings or routing flight paths over less noise sensitive areas can lower noise levels. Yes, airports also may choose the 150 Study to purchase land near airports to maintain compatible land-use or provide sound insulation for homes, schools and other buildings near the airport that meet the required standards. Before the conversation begins with Ogden City Airport, there should be a discussion about establishing noise barriers rather than land acquisition. The primary benefits of a noise barrier are the acoustical qualities which can absorb and eliminate noise. Placing these noise barrier panels around the perimeter of the Monte Vista and Roy City Industrial Park can not only provide the needed security fencing but also reduce the

noise impact. Under this approach, Ogden Airport does not have to use the Part 150 program to acquire Roy City property to reduce the noise impact.

Objective 1: Diminish the need for the Ogden Airport's Plans to take Roy City Boundary Properties by Developing a Noise Mitigation Strategy to include External Noise Barrier Panels.

A noise barrier also called a soundwall, noise wall, sound berm, sound barrier, or acoustical barrier is an exterior structure designed to protect inhabitants of sensitive land use areas from noise pollution (Illustration 6). Several different materials may be used for sound barriers. These materials can include masonry, earthwork (such as earth berm), steel, concrete, wood, plastics, insulating wool, or composites. Walls that are made of absorptive material mitigate sound differently than hard surfaces.

A wall with porous surface material and sound-dampening content material can be absorptive where little or no noise is reflected towards the source or elsewhere. Hard surfaces such as masonry or concrete are reflective where most of the noise is reflected towards the noise source and beyond. Noise barriers can be effective tools for noise pollution abatement, but certain locations and topography are not suitable for use of noise barriers. Cost and aesthetics also play a role in the choice of noise barriers.

Many airports have established highly successful noise abatement or mitigation programs outside of the Part 150 process, by working proactively with neighboring communities. However, Ogden Airport might want FAA funding that can come from a 150 Study to expand the airport acreage and choose to not support noise mitigation solutions. Owning the Roy City bordering properties is one thing, but determining property zone requirements is something quite different. As of 2023, to have a border adjustment that would move Roy City property under Ogden City requires both city councils' approval. The better solution would be to establish a partnership between both cities and collaborate on a better solution that benefits both parties.

Action Plan:

- After determining when and what types of developments are planned for west side of the airport, begin the conversation with Ogden City leadership on the need to assess noise mitigation options rather than FAA supported land acquisition as currently outlined in the Ogden Airport Master Plan.
- Communicate with the Ogden Airport authority to determine the timeline we can expect to see noise generating development that may warrant a FAA Part 150 Noise Compatibility Study.
- Once a development is established, work with the Ogden Airport authority to determine when they plan to request a FAA Part 150 Noise Compatibility Study. The study will develop Noise Exposure Maps that will help determine the Roy residential homes that will require attention and determine eligibility for noise reduction programs.
- Work with Monte Visa property owners to determine the best strategy to move forward in mitigation of airport hazardous noise.
- Look at different internal home techniques like acoustic insulation panels, double/triple glazing on windows, and heavy external doors. The goal of a sound insulation program is to reduce interior residential noise levels to at least 50 dBA. A successful sound insulation program will reduce the noise in a home by 30 to 35 dBA.
- Look at external noise mitigation strategies like earth berms and freestanding noise walls that surround the residential community.
- Team up with Ogden Airport Authority to work with FAA to establish funding for a sound insulation program and apply for noise reduction grants. Consider Airport Improvement Program (AIP) grants to fund noise reduction strategies.

- Work with Ogden Airport leadership in establishing airport operational noise mitigation policies for users at the airport that will help avoid unnecessary use of aircraft auxiliary power units; building barriers and engine hush house to contain and deflect noise; and where applicable tow aircraft instead of using jet engines to taxi.

Ownership: Community and Economic Development Director and Mayor

Timetables: Establish and implement this Action Plan by 1 Aug 2025.

Illustration 6. External Noise Barrier Panels.



Objective 2: Limit the Ogden Airport 1,000 Foot Extension of Runway 3

Action Plan:

- Establish awareness within the Roy City Planning Commission and City Council of the potential impacts to Roy City if the Ogden Airport was allowed to extend Runway 3 by 1000 feet IAW the current Ogden Airport Master Plan. By extending the runway, Roy City residents, businesses, and property owners will be directly impacted by the Runway Protection Zones (RPZ) requirements defined by the FAA.
- Since this part of the Ogden Airport Runway 3 is located within Roy City boundaries, develop a formal Resolution to be approved by the Roy City Council and send to the Ogden City Council formalizing concerns in allowing the runway extension to be in the Ogden Airport Master plan.
- If agreed upon, work with the Ogden City Mayor and City Manager to modify the Ogden Airport Master Plan to remove the planned requirement to extend Runway 3 by 1000 feet and address collaborative agreements on how to best to support the Ogden Airport future needs.

Ownership: Community and Economic Development Director, City Council and Mayor.

Timetables: Establish and implement this Action Plan by 1 March 2024.

Objective 3: Establish Business Development Partnership with Ogden City on Boundary Properties with the Ogden Airport

Action Plan:

- Assess the best residential and commercial development opportunities for the Roy City properties on the west and south end of the Ogden Airport. Use leakage study or market conditions & gap analysis information to perform the assessment.
- Assess available commercial and residential properties that could be developed and redeveloped. Work with property owners to conduct this assessment.
- Ask Ogden City for detailed information on their proposed development plans for the west side of Ogden Airport.

- Setup a meeting with Ogden City Mayor, City Manager, and Ogden Economic Development Director to discuss the drafting of a memorandum of understanding between both cities. Be prepared with current zoning regulations to determine if there are compatibility opportunities.

Ownership: Community & Economic Development Department

Timetables: Establish and implement this Action Plan by 1 March 2024.

Objective 4: Establish an Overlay Zone within the Ogden Airport influence area that follows 14 C.F.R. Part 77.

The 2023 Utah Legislature Session established a requirement under House Bill 206 Airport Land Amendments for Roy City to adopt an overlay zone (Illustration 7). To prevent the creation or establishment of airport hazards, that part of the city located within an airport influence area, shall adopt, administer, and enforce land use regulations for the airport influence area, including an airport overlay zone IAW Utah Code 72-10-401, 402, 403, 404, and 413. The definition of "airport influence areas" is land located within 5,000 feet of an airport runway. For Roy City, this means the Ogden Airport runway. The overlay zone must follow 14 C.F.R. Part 77. In addition, the Utah Code requires that part of Roy City that is located within the airport influence area shall notify a person building on or developing land in an airport influence area, in writing, of aircraft overflights and associated noise. The City may as a condition to granting a building permit, subdivision plat, or a requested zoning change within an airport influence area, require a person building or developing land to grant or sell to the airport owner, at appraised fair market value, an avigation easement. "Avigation easement" means an easement permitting unimpeded aircraft flights over property subject to the easement and includes the right to create or increase noise or other effects that may result from the lawful operation of aircraft; and to prohibit or remove any obstruction to such overflight. The establishment of an Overlay zone will need to be completed by December 31, 2024, and require the Roy City Planning Commission to initiate the process and present a recommendation to the Roy City Council.

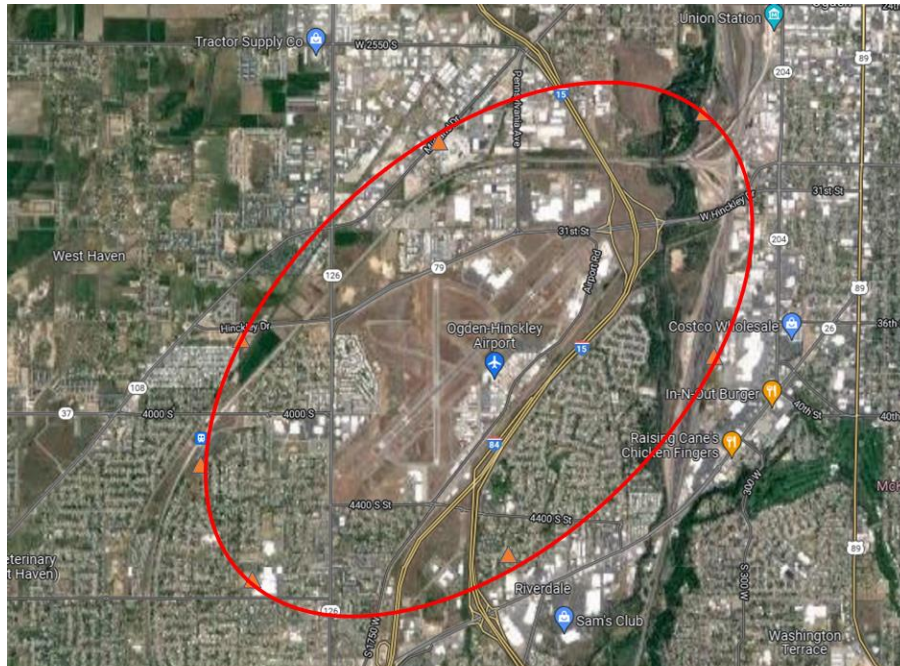
Action Plan:

- Update city's zoning ordinances and policies that require the City to notify a person building on or developing land in an airport influence area, in writing, of aircraft overflights and associated noise.
- To promote the safe and efficient operation of the airport, update zoning ordinances that adopt an airport overlay zone conforming to the requirements of Utah Code 72-10-401, 402, 403, 404, 413 and 14 C.F.R. Part 77.
- Update the city's zoning ordinance and policies that may, as a condition to granting a building permit, subdivision plat, or a requested zoning change within an airport influence area, require a person building or developing land to grant or sell to the airport owner, at appraised fair market value, an avigation easement.
 - (Note) If the City fails to adopt an airport overlay zone by December 31, 2024, then the following requirements shall apply:
 - Shall notify a person building on or developing land within an airport influence area, in writing, of aircraft overflights and associated noise.
 - As a condition to granting a building permit, subdivision plat, or a requested zoning change within an airport influence area, require the person building or developing land to grant or sell to the airport owner, at appraised fair market value, an avigation easement.
 - Require a person building or developing land within an airport influence area conform to the requirements of 14 C.F.R. Part 77.

Ownership: Community & Economic Development Department / Planning Commission / City Council.

Timetables: Establish and implement this Action Plan by 1 Jan 2024 to have it completed by 31 December 2024.

Illustration 7- Ogden Airport Overlay Zone.



Goal 8: Implement Hill AFB Compatible-Use Plan

Roy City does not engage in formalized communication with Hill AFB regarding aircraft operations, development, housing needs, and planning processes. With the city's involvement in developing the Compatible-Use Plan (CUP), we now have an opportunity to establish a single point of contact to communicate information related to compatibility. The 2023 Utah Legislature Session established a Utah Code under House Bill 265 Sentinel Landscape Amendments that states each city that is within 5,000 feet of a military base, must develop a compatibility use plan. Since Roy City has already helped develop a plan, there is no requirement to create another one, only implement requirements in the CUP.

Objective 1: Communication / Coordination Issues and Strategies with Hill AFB. Develop review process between Hill AFB and Roy City.

Action Plan

- Contact the 75th ABW at Hill AFB to establish an official public notification protocol that will inform the City leaders in advance of aircraft operations activities, including night flights. This effort should consider the best notification method to use, timeframe for advance notification, information about the activity and its duration, information about potential impacts, and a contact number for the installation.
- Establish a Roy City official and routine public notification procedure to inform residents in advance of changes in aircraft operations at Hill AFB. The notification process should consider methods to maximize outreach, e.g., council meetings, websites, and social media sites.

Ownership: Mayor / City Manager

Timetables: Establish and implement this Action Plan by 1 July 2024

Objective 2: Review Energy Development Issues and Strategies with Hill AFB. Potential for solar energy facilities to create light and glare impacts on Hill AFB flying operations.

Alternative energy coordination between Hill AFB and surrounding communities is limited. Alternative energy development could have adverse impacts on the operations at Hill AFB facilities if not coordinated. Although some cities surrounding Hill AFB regulate alternative energy development, the regulations do not always include a coordination process with Hill AFB.

Depending on the type of materials used, the size of the facility, and proximity to Hill AFB facilities, there is potential for solar energy developments to create glare, which could impair pilot visibility. Solar arrays throughout the Hill AFB Project Study Area could create glare impacts on flying operations at Hill AFB. Communities around Hill AFB should update their zoning codes to include regulations for solar energy development that incorporate coordination with Hill AFB.

Action Plan:

- Work with the 75th ABW at Hill AFB to help establish a Roy City ordinance / policy that addresses development of residential and commercial renewable energy specifically solar energy. The policy must include guidelines for the heights of renewable energy structures in compliance with FAA regulations 14 C.F.R. Part 77 and Hill AFB imaginary surfaces.
- The ordinance / policy should include coordination with Hill AFB to ensure that renewable energy development is compatible with military operations.

Ownership: Community & Economic Development Department / Planning Commission, and Mayor.

Timetables: Establish and implement this Action Plan by 1 July 2024.

Objective 3: Review Land Use Issues, Noise Issues, and Strategies with Hill AFB.

Roy City should develop and incorporate a "Military Element" as an update to General Plans. This element should include a description of Hill AFB and its facilities, the military activities that occur there, the relationship between the community and the military, and establish policies for coordinating with the military and promoting compatible development around Hill AFB and its facilities.

Each jurisdiction should identify the easements that they have related to Hill AFB and communicate these easements to Hill AFB. The State of Utah should assist in this inventory and maintain the repository of easements. Property owners with Hill AFB easements should be notified of the easements. Hill AFB should notify the appropriate jurisdiction if there is additional easement data that the Air Force possesses.

The 2023 Utah Legislature Session established a Utah Code under House Bill 265-S2 Sentinel Landscape Amendments that requires a municipality or county, in consultation with the Department of Veterans and Military Affairs, to develop a compatible-use plan related to certain lands near military land. In this case for Roy City and Weber County "military land" means Hill AFB and Little Mountain Test Facility. On or before July 1, 2025, for any area in a municipality within 5,000 feet of a boundary of military land, a municipality or county shall, in consultation with the department, develop and maintain a compatible use plan to ensure permitted uses and conditional uses relevant to the military land are compatible with the military operations on military land. A municipality that has a compatible use plan as of January 1, 2023, is not required to develop a new compatible use plan. In addition, the Code requires a municipality or county to notify the Department of Veterans and Military Affairs when the municipality or county receives a land use application relevant to military land. If a municipality receives a land use application related to land within 5,000 feet of a boundary of military land, before the municipality or county may approve the land use application, the municipality or county shall notify the department in writing.

Action Plan:

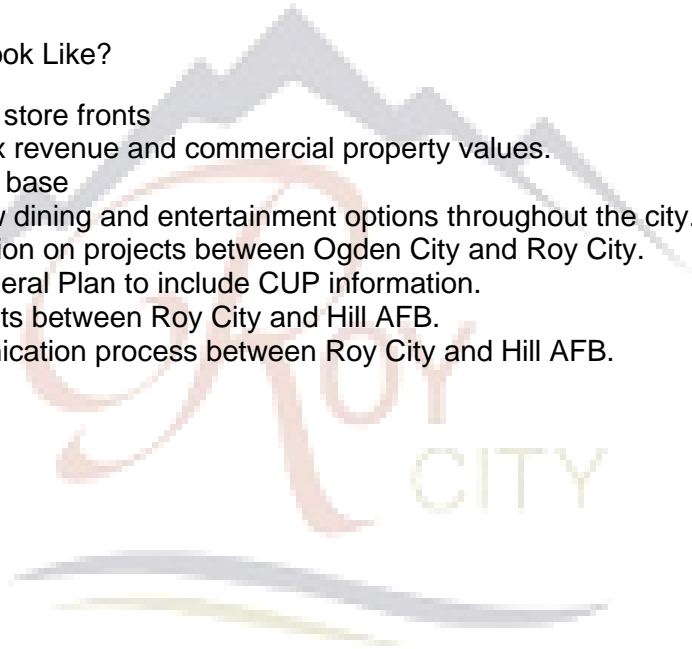
- Update the Roy City General Plan to incorporate a "Military Element". The element should include a description of Hill AFB and its facilities, the military activities that occur there, the relationship between the community and the military, military housing needs, and establish policies for coordinating with the military and promoting compatible development around Hill AFB and its facilities.
- Update the Roy City Zoning Code to incorporate the approved 2023 Legislation House Bill 265 Sentinel Landscaping Amendments requirements which includes if the city receives a land use application related to land within 5,000 feet of the base, the city will notify the Department of Veteran and Military Affairs.
- Develop and adopt procedures for Hill AFB noise complaints from residents to ensure that they are officially documented, conveyed to Hill AFB, and appropriate feedback is provided.

Ownership: Community & Economic Development Department, Planning Commission and Mayor.

Timetables: Establish and implement this Action Plan by 1 Jan 2025

What Does Success Look Like?

- Reduction in vacant store fronts
- Increase in sales tax revenue and commercial property values.
- Increasing sales tax base
- Development of new dining and entertainment options throughout the city.
- Improved collaboration on projects between Ogden City and Roy City.
- Changes to the General Plan to include CUP information.
- Interlocal Agreements between Roy City and Hill AFB.
- Establish a communication process between Roy City and Hill AFB.



Public Infrastructure, Maintenance, and Capital Improvements



Public Infrastructure, Maintenance, and Capital Improvements

Vision: Develop, fund, and execute a plan for ongoing maintenance / replacement of aging infrastructure and a plan for enhanced infrastructure improvements.

Goal 1: Replacing Aging Infrastructure

It is estimated in 2022 that Roy City needs \$100M in infrastructure improvements, this includes streets, drainage facilities, water and sewer utilities, and associated appurtenances.

NOTE: In 2008 Roy City was approved to issue a Water and Sewer Revenue 2008 Series Bond estimated at \$7,840,846 for the purpose of financing infrastructure improvements to the city's existing water storage and distribution system. This bond was considered a Phase 1 project which only covered, at the time, a portion of the \$30M total construction cost of needed infrastructure improvements. In Oct 2017, the city issued a \$4.544M of Water and Sewer Revenue Refunding Bonds, series 2017, to provide for all future debt service payments on the outstanding 2008 series bonds. The bond was planned to reach maturity in 2028.

Considering that the cost for infrastructure improvements continues to climb and the continual waterline breakage occurring in the city, priority needs to be given to upgrade aging infrastructure.

Objective 1: Baseline analysis (Where are we today?) Create and fund a 5-year infrastructure improvement plan.

Action Plan:

- Conduct a thorough assessment of existing infrastructure, including buildings, utilities, technology systems, city roads, and any other relevant assets.
- Interpret the baseline analysis results and prioritize the areas that require immediate attention and improvement based on their impact on operations, safety, and efficiency.
- Allocate resources and budgets to each project based on the priorities identified in the baseline analysis.
- Estimate the costs associated with each infrastructure improvement project, including engineering, construction, equipment, labor, and any other relevant expenses.
- Determine the funding sources for the infrastructure improvement plan, such as government grants, capital budget allocations, bonds, or Utility Enterprise funds when applicable.
- Develop a funding strategy that includes seeking external funding opportunities and leveraging internal resources.

Ownership: City Manager and Department Heads

Timetables:

Objective 2: Replace Aging Recreation Amenities.

Action Plan:

- Conduct an assessment to identify the existing deficiencies, challenges, for aging infrastructure throughout Roy City.
- Incorporate the community's input and preferences into the design concepts.
- Determine the estimated budget required for the projects.
- Seek funding sources such as RAMP grants, impact fees, or Roy City General Fund.
- Develop detailed engineering and construction plans and hire qualified contractors.
- Coordinate the construction process, ensuring quality and timely completion.

Ownership: Parks and Recreation Department

Timetables:

Objective 3: Place a Roundabout at 6000 South and 3100 West

Action Plan:

- Engage traffic engineers to determine the feasibility of implementing a roundabout at the location.
- Hire engineers or transportation consultants to design the roundabout layout.
- Determine the estimated cost of construction, including design fees, land acquisition, construction cost, and landscaping.
- Determine the funding sources for the project such as grants, capital budget allocations, bonds, or fund balance reserves.
- Hire an experienced contractor to coordinate the construction process, ensuring quality and timely completion.

Ownership: Public Works Department

Timetables:

Objective 4: Place a Roundabout at 6000 South and 4300 West

Action Plan:

- Engage traffic engineers to determine the feasibility of implementing a roundabout at the location.
- Hire engineers or transportation consultants to design the roundabout layout.
- Determine the estimated cost of construction, including design fees, land acquisition, construction cost, and landscaping.
- Determine the funding sources for the project such as grants, capital budget allocations, bonds, or fund balance reserves.
- Hire an experienced contractor to coordinate the construction process, ensuring quality and timely completion.

Ownership: Public Works Department

Timetables:

Goal 2. Develop Capital Facility Improvement Plan

Capital facility improvements can help the city determine where best to spend our valuable tax funding on physical structures. Identifying these needs is the important component on our roadmap for improving service delivery to our community, by identifying which facilities should be built, remodeled, replaced, or relocated.

Objective 1: Upgrade Council Chamber

Action Plan:

- Develop a design concept that aligns with the functional needs, technological advancements, and aesthetics desired for the Council chambers.
- Determine the estimated budget required for the updates, considering factors such as design fees, construction costs, equipment purchases, and furnishings.
- Determine the funding source for the project.
- Develop a detailed construction plan, including timelines, milestones, and key deliverables.
- Hire a reputable contractor or determine if we complete the project in-house.

Ownership: Public Works Department

Timetables:

Objective 2: Establish a New Cemetery
Action Plan: <ul style="list-style-type: none">• Acquire a site, ensuring water levels and zoning is permitting.• Determine the layout, section division, roadways, walkways, landscaping, and necessary infrastructure improvement.• Determine the estimated budget required for the project.• Determine the estimated budget required for the remodeling project.
Ownership: Parks and Recreation Department
Timetables:

What Does Success Look Like?

- Fully funded capital replacement plan
- Reduction in issues of failing infrastructure.
- Establishing a new Cemetery.
- Fiber Cable connectivity throughout the city.



Workforce Development and Operational Excellence



Workforce Development and Operational Excellence

Vision: Invest in the recruitment, development, and retention of a talented & committed workforce to improve services level for residents and businesses in our community.

Goal 1: Invest in the recruitment, development, and retention of a talented & committed workforce

Workforce development keeps your personnel prepared for the future, equipped to handle further technological changes or skill demands. It also expands the value they provide to our city, encouraging multi-faceted roles that are less likely to phase out with new technology. The benefits are clear, investing in workforce development improves employee engagement, increases retention, enhances productivity, and helps employees reach their full potential.

Some key strategies to consider are mentorship programs, fair employee compensation, perks, continuous performance feedback, training and career enhancement opportunities, recognition and reward actions, and teamwork events. There may be other ideas that could help recruit and retain talented employees.

Objective 1: Employee Activities and Programs

Action Plan:

- Conduct surveys or initiate focus groups to gather feedback on employee interests, preferences, and suggestions for activities and programs.
 - Analyze the data collected to identify common themes, and areas of interest.
- Form a committee consisting of representatives from various departments. With a diversity and inclusion foundation to gather perspectives and ideas.
 - Define specific goals and objectives for each activity or group, aligning them with the overall employee engagement strategy.
 - Develop an annual calendar that outlines the schedule and details of planned activities and programs.
 - Determine the necessary budget, staff, and other resources required to implement each activity or program.

Ownership: City Manager and Department Heads

Timetables:

Objective 2: Employee Recruitment and Retention Programs

Action Plan:

- Evaluate historical data and trends to identify departments or positions with high turnover rates.
- Establish an exit interview program and employee surveys to receive feedback to understand the reasons behind employee turnover.
- Enhance the recruitment process to attract candidates who are a good fit for the organization's culture.
 - Proactively attend job fairs.
 - Utilize Public Information Personnel or contractors to make professional recruitment videos to highlight Roy City as a marketable and reliable employer.
- Provide clear career paths and growth opportunities within the organization.
- Invest in leadership development programs to equip managers with the skills to effectively engage and retain employees.
- Evaluate the current merit system to ensure its value and effectiveness.

- Implement a policy to provide funding to do annual cost of living increases that are tied to a specific number like the Consumer Price Index.
- Evaluate employee fringe benefits to see alternative low-cost incentives for employees.

Ownership: City Manager and Department Heads

Timetables:

Objective 3: Provide Programming and Services to ensure our employee's mental health needs are met.

Action Plan:

- Conduct a comprehensive assessment of employee mental health needs through surveys, focus groups, or confidential interviews.
- Identify common mental health challenges, stressors, and concerns faced by employees within the organization.
- Organize workshops and seminars to educate employees on mental health topics, reduce stigma, and promote open conversations.
- Mandatory bi-annual counseling sessions for public safety employees, with additional counseling sessions being covered to promote continued mental well-being.

Ownership: City Manager and Department Heads

Timetables:

Objective 4: Foster a Workplace with a good work live balance

Action Plan:

- Review existing policies and procedures related to work hours, overtime, vacation, and flexible work arrangements.
- Identify areas for improvement and make necessary revisions to promote work-life balance.
- Assess the feasibility and appropriateness of offering flexible work arrangements, such as remote work options or flexible scheduling.
- Regularly review workloads and ensure they are manageable and realistic for employees.
- Promote the importance of taking regular time off for rest and rejuvenation.

Ownership: City Manager and Department Heads

Timetables:

Objective 5: Support training programs to empower the highest level of service.

Action Plan:

- Set clear, attainable, and measurable training goals for employees.
- Provide onboard training programs for new employees to ensure they are equipped with the necessary knowledge and skills.
- Utilize technology-based training solutions to deliver efficient, interactive, and engaging training programs.
- Advertise employee training announcements to make them aware of training opportunities.
- Increase in-house training.

Ownership: City Manager and Department Heads

Timetables:

Objective 6: Encourage department leadership to foster and maintain open communication lines.

Action Plan:

- Encourage leaders to establish relationships with their counterparts in other departments to facilitate communication and collaboration.

- Ensure that senior leaders actively promote and support open communication initiatives within departments.
- Offer training or resources on conflict resolution and mediation skills to department leaders.
- Initiate weekly to quarterly meetings with supervisors, within each department to ensure timely review of questions, concerns, complaints, training opportunities, and feedback from staff.

Ownership: City Manager

Timetables:

Goal 2: Foster Public Trust through Open Communication and Transparency

Public trust is critical for successful city government and should be centered around a culture where City employees treat all associates, citizens and stakeholders with respect, appreciation, and value. Trustworthiness should also be demonstrated by an organization that competently and honestly manages citizen resources and strives for excellence through continuous improvement, personal integrity in all situations, and organizational transparency.

Promoting a “Suggestion Box” concept can improve communication amongst various parties. An ‘in person’ suggestion box could be in the City Office building, but a tech version of an email address may be more effective in today’s culture.

Objective 1: Establish Suggestion Boxes in the Administration building and a suggestion box email address for other input.

Action Plan:

- Place a suggestion box in the Administration Building to receive public input. Work with IT to establish an email account to receive suggestions. Management Services will monitor the suggestion box and email account.

Ownership: Management Services

Timetables:

Objective 2: Develop and establish a new annual city-wide survey to collect input on important issues.

Action Plan:

- Send out an annual survey to residents to receive information.

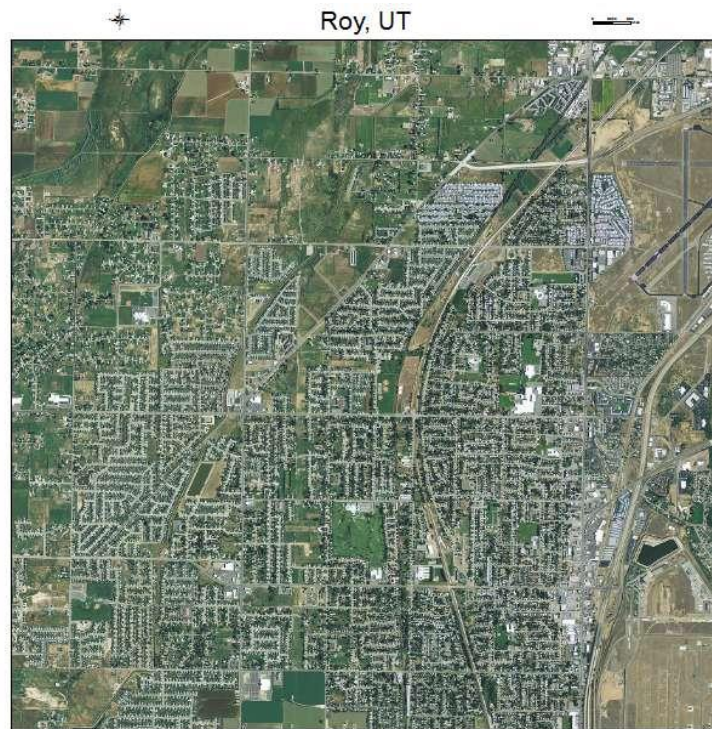
Ownership: Management Services

Timetables:

What Does Success Look Like?

- Improvements in employee job satisfaction.
- Increase in employee retention.
- Improvements in citizen survey scores for the overall quality of city services
- Improvements in citizen survey scores for the value residents receive for their tax dollars and fees.
- Improvements in citizen survey scores for the overall quality of customer service provided by City employees.
- Improved turnaround times for permits and other interactions with the city.
- Improved employee engagement scores

Public Transportation Enhancements



Public Transportation Enhancements

Vision – Improve traffic flow in the city through smart planning and partnership with State agencies and neighboring communities. Enhance active transportation opportunities.

Goal 1: Improve Traffic Flow and Safety

Improving traffic flow and safety can improve fuel efficiency, reduce air pollution, improve community mobility, reduce traffic congestion, and improve travel outcomes. Street adjustments and public transportation systems can assist in traffic flow and safety.

Objective 1: Widened 5600 South and I-15 Interchange Infrastructure

Action Plan:

- Evaluate the Roy City enhancement needed for the project such as lighting, waterline enhancement, stormwater enhancements, or other related infrastructure changes.
- Work with the public awareness team and UDOT keeping informed to assist when and where we are needed.
- Inform our residents of changes and progress of the project.

Ownership: Public Works Department

Timetables:

Objective 2: Create and implement a traffic flow plan that includes evaluation of traffic impacts

Action Plan:

- Using the adopted Transportation Plan as a baseline to determine the specific areas or roadways to be included in the plan.
- Gather relevant data, including traffic volume, peak hours, existing infrastructure, and any previous traffic studies or reports.
- Consider external factors such as population growth, planned developments, or events that may change traffic patterns.
- Evaluate various strategies and measures to address traffic issues.
- Engage stakeholders and seek input from the public.
- Prioritize based on their potential impact, feasibility, and available resources.
- Continuously monitor and analyze traffic patterns to identify emerging issues or changes.
- Establish a periodic review cycle to assess the effectiveness of the plan and make the necessary adjustments.

Ownership: Public Works Department

Timetables:

Objective 3: Adjust speed limits on city owned streets to optimize traffic congestion IAW recommendations outlined in the Roy City Transportation Plan.

Action Plan:

- In accordance with the approved Roy City Transportation Plan the Council needs to increase the 6000 South speed limits specifically west of 3500 West, to 30 or 35 mph. Also, increase the speed limit on 4300 West to 30 or 35 mph. Review Traffic Study/traffic flows and choose the speed limit that represents 80% of the traffic flow. If the 80 percentile is closer to 30 MPH, then set it at 30 MPH. If it is closer to 35MPH then set it to 35MPH.
- It is important that the Council advise the residents of this planned change and allow public input, so a public / town hall meeting needs to be scheduled at each location.

Ownership: City Council

Timetables: Establish and implement this Action Plan by 1 July 2024.

Objective 4: Widen 3500 West to reduce traffic congestion

Action Plan:

- Develop a clear and compelling case for the need to widen 3500 W.
- Highlight the benefits of widening, such as improved traffic flow, reduced congestion, increased safety, and enhanced economic development opportunities.
- Request a meeting with the appropriate officials to present the case for the road widening project.
- Leverage political support to acquire funds for the project.

Ownership: Public Works Department

Timetables:

Objective 5: Transfer 4000 South over to UDOT

Action Plan:

- First determine if 4000 South meets the criteria for state highways under section Utah Code 72-4-102.5. This will require collaboration with UDOT Region 1 office and city staff. It is assumed that UDOT must be agreeable to the transfer. If not, action to transfer ownership of the street will need to be delayed.
- Second, the city will need to review the Transportation Commission's rules to determine eligibility. Utah Code states the Commission shall make rules that define the process for a highway authority to propose an addition to the state highway system.
- Third discuss this with department heads from Public Works, Police, and Fire to determine the best plan of action for 4000 S.
- Fourth the City Council will need to hold a public meeting to take input before initiating a decision to move forward with the transfer.
- Once the city, UDOT and Transportation Commission determines the transfer of 4000 South meets the qualification requirements, UDOT and Commission must submit the recommendation to the Transportation Interim Committee of the Utah Legislature on or before November 1st of the year in order for the 4000 South to be added to the list of highways recommended for transfer.
- Once the recommendation has been submitted to the Legislature, they will make the final decision to add 4000 South to the state highway system.
- Ideally, this proposed transfer should take place shortly after the Front Runner station has been developed IAW the approved Station Area Plan found in the General Plan.

Ownership: Public Works Department

Timetables: Establish and implement this Action Plan by 1 July 2026 to meet the 1 November deadline.

Objective 6: Keep trees, shrubs, and foliage trimmed at stop signs and intersections.

Action Plan:

- Determine the ownership of the land surrounding the intersections and stop signs.
- Seek permission or enforce city code surrounding keeping the areas maintained.
- If Roy City is responsible, determine a maintenance schedule for the upkeep.
- Allocate necessary funding for the projects.
- Assign or dedicate a person or department to the assignment.

Ownership: Public Works Department

Timetables:

Goal 2: Establish and Repair Sidewalks

Roads and traffic mitigation are important, but so are pedestrian walkways as many areas of the city do not have adequate sidewalks for pedestrian access.

Objective 1: Improve Sidewalk Availability

Action Plan:

- Prioritize locations based on factors such as high pedestrian traffic, proximity to schools, public facilities, or transit stations, and safety concerns.
- Engage with the community to identify areas where additional sidewalks are needed.
- Identify potential funding sources such as possible grant applications.
- Consult with engineers with a plan on potential projects.
- Develop a construction schedule that minimizes disruption to pedestrians and start the construction of the sidewalk projects.

Ownership: Public Works Department

Timetables:

Objective 2: Improve Sidewalk Repairs

Action Plan:

- Assess the current conditions of existing sidewalks, identifying areas that require repair or replacement.
- Evaluate the accessibility and compliance of sidewalks with relevant accessibility standards, such as the Americans with Disabilities Act (ADA) guidelines.
- Identify potential funding sources and secure funding for the project.
- Develop a construction schedule that minimizes disruption to pedestrians and start the construction of the sidewalk repairs.

Ownership: Public Works Department

Timetables:

Goal 3: Promote the Development of Active Transportation Trails

Trails and bike lanes encourage healthier lifestyles by making active transportation the easy choice. Active transportation helps improve community residents' fitness and overall well-being. Walking trails and bike lanes may improve access to employment centers, recreational areas, and public transit. They also boost the appeal of nearby development and have a positive impact on property values.

Objective 1: Determine how Roy City can help in the development and enhancement of the 3 Gate Trail System located on the east side of the city.

The current plan is for UDOT to purchase the 6.5-mile Union Pacific railroad property (old Bamberger Railroad) that runs on the east side of the city. UDOT's intent is to establish an active transportation trail corridor between Hill AFB on the south to Ogden City on the north. The plan also includes formally transferring the land over to the applicable counties for development and on-going maintenance. The city will be required to help in defining the scope, vision, and long-term sustainment of the trail.

Action Plan:

- Contact the Weber County Community Development Director to help establish and participate in the 3-Gate Trail Committee to address the vision and long-term sustainment requirements for the trail. This will include assisting in applying for development grants through different funding sources, determining trailhead parking locations, working with property owners in establishing access points along the trail in Roy, and having the city provide on-going maintenance requirements of the trail within the city boundaries.

Ownership: Parks and Recreation Department / Mayor

Timetables: Establish and implement this Action Plan by 1 July 2024

Objective 2: Determine other areas of opportunity that exist to establish new trails.**Action Plan:**

- Establish a Community Trail Committee that helps define and establish trail development and priorities. This committee will include representatives from the City Council, Parks and Recreation Department, and community volunteers.
- Review the Roy City General Plan that identifies existing and possible off-street trails. These trails include:
 - The proposed 3-Gate Trail on the east side of the city,
 - The proposed trail along 4400 South that will connect to the Denver & Rio Grande Rail Trail.
 - The proposed trail along 5600 South once the UDOT widening project is completed.
 - The proposed trail along 3500 West once the UDOT widening project is completed.
 - The proposed Rocky Mountain Power Corridor trail that runs north and south under the power lines.
 - The proposed Inter-city trail that runs north of 4600 South that connects Roy West Park and the proposed Rocky Mountain Power Corridor trail.
 - The proposed Layton Canal trail that runs on the west side of the city. To make this trail productive will require collaboration between Layton Canal Company and neighboring cities.
 - The proposed Howard Slough trail that runs along the west side of the city. To make this trail productive will require collaboration between neighboring cities.
 - The proposed pedestrian bridge that connects the Denver & Rio Grande Rail Trail with the Roy Front Runner Station across the Union Pacific and UTA Front Runner tracks. This effort needs to coincide with the Station Area Plan development.
- Prioritize which proposed trail needs to be accessed to determine implementation. Not all trails can be established at the same time, therefore the committee needs to determine the best contender and take action to develop. Consider the number of grant opportunities to secure development funding.
- Hold a town hall meeting to discuss with residents before any final decisions are made.

Ownership: City Council / Parks and Recreation Department**Timetables:** Establish and implement this Action Plan by 1 Jan 2025.**Objective 3: Place a pedestrian bridge on the Western Rail Trail and over the railroad tracks south of 4000 South, to allow easy access to the Front Runner Station.****Action Plan:**

- Determine the feasibility of constructing a pedestrian bridge over the railroad tracks at 4000 S.
- Identify and engage with stakeholders, the Utah Transit Authority, and local property owners.
- Explore funding opportunities.
- Conduct environmental impact assessments to identify any potential mitigation measures.
- Establish a detailed construction plan, including timelines, budget allocation, and phasing of the project.
- Implement construction and monitor progress.

Ownership: Public Works Department**Timetables:****What Does Success Look Like?**

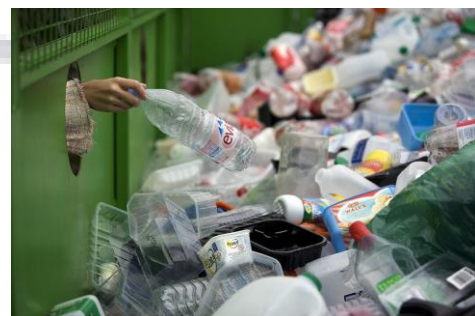
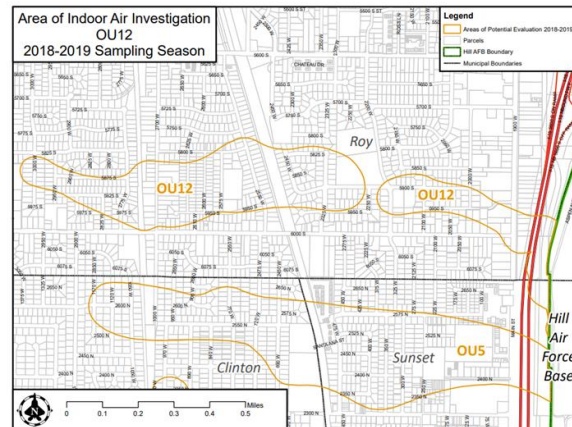
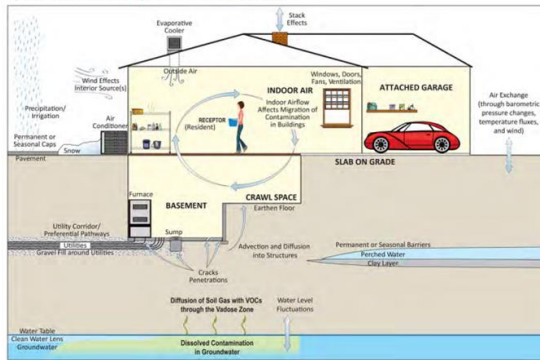
- Completion of 5600 Widening project.
- Completion of the 3500 Widening project.
- Changes in speed limits as required by the City's Transportation Plan.

- Improving or stable drive times on major and minor roadways
- Reduction in number and severity of accidents.
- Increases in pedestrian usage of sidewalks and trails.



Environmental Stewardship

FIGURE 1
Key Vapor Intrusion Concepts
Operable Unit 15 – Site Z2113 Proposed Plan, Hill Air Force Base, Utah



Environmental Stewardship

Vision: Actively pursue, protect, and sustain environmental improvements for future generations, through awareness, conservation, pollution prevention and safeguarding biodiversity.

Goal 1: Establish a City-Wide Water Conservation Program

Utah has a water problem. According to the National Integrated Drought Information System, 2022 has been the driest year on record in Utah, with 79.12% of the state in extreme drought or worse. It is affecting everything in the ecosystem, including the local population. There is no economy in Utah without water. So serious is the problem, the 2022 Utah Legislative Session invested numerous hours and approved several Bills on this issue that are now law. Again, in the 2023 Utah Legislative Session Senate Bill 076-S3 Water Amendments indicate new requirements to establish a Water-Use and Preservation Element in the Roy City General Plan.

Objective 1: Promote “Flip your Strip” and “Landscape Lawn Exchange” Programs for existing and future developments.

Lawn areas of a landscape have the highest water demand areas and take the most irrigation compared to other ornamental plants in residential and commercial landscapes. Under the Weber Basin Water Conservancy District lawn replacement program, lawn areas anywhere in the yard can be removed and replaced with low-water landscaping to qualify for an incentive. In addition, the Weber Basin offers a rebate to residents in qualifying cities to remove turf in the park-strip area of their yard. Current Roy City ordinances have been reviewed and met the qualifying requirements for both programs.

Action Plan:

- Help promote Weber Basin Water Conservancy District water conservation programs by publishing each of the programs in the Roy Connection Magazine, Roy City website and social media sites. This should be done at the end of the winter season each year.
- The city will promote waterwise practices in partnership with the Roy Water Conservancy District.
- Invite a representative from the District to a City Council meeting at the beginning of each year to provide details of water conservation programs.

Ownership: Mayor

Timetables: Establish and implement on or before 1 March 2024 and each year thereafter.

Objective 2: Implement the Water Use and Preservation Element requirements identified in Utah Code 10-9a-403 (2022 Senate Bill 101) on or before Dec 31 2025

Action Plan:

- Update the Roy City General Plan to include a Water Use and Preservation Element that addresses:
 - The effect of permitted development or patterns of development on water demand and water infrastructure.
 - Methods of reducing water demand and per capita consumption for future development.
 - Methods of reducing water demand and per capita consumption for existing development.
 - Opportunities for the municipality to modify the municipality's operations to eliminate practices or conditions that wastewater.

Ownership: Community and Economic Development Department / Planning Commission / City Council.

Timetables: Establish and implement on or before Dec 31, 2025.

Goal 2: Move Towards Carbon Emission Reduction Operations

The 2022 Utah Legislature Session ended with a lot more talk about climate change and reducing emissions. Six automakers including GM and Ford agreed to only build and sale zero-emissions new cars and vans by 2040. This initiative will force Roy City to purchase low and/or zero-emission vehicles, thereby requiring appropriate charging stations. In addition, the city needs to consider incorporating solar panel technology within the city owned facilities to help off-set power utility costs and reducing greenhouse gas emissions and mitigating climate change. Solar energy can also improve air quality and reduce water use from energy production.

Objective 1: Establish Power Stations for Electric Vehicles at the City Administration and Public Works Buildings

Action Plan:

- Evaluate the current and projected demand for electric vehicle (EV) charging infrastructure at the City Administration and Public Works buildings.
- Determine the desired capacity and number of charging stations based on anticipated use and future use.
- Identify potential funding sources.
- Implement construction and monitor progress.
- Launch a promotional campaign to inform the public about charging stations.

Ownership: Public Works Department

Timetables:

Objective 2: Establish Solar Panels on Public Facilities

Action Plan:

- Conduct a feasibility study to assess the suitability of public facilities for solar panel installation.
- Determine the priority of the public facilities based on energy consumption, suitability of solar panel installation, and potential impacts on energy savings.
- Collaborate with solar energy experts on a detailed plan to install solar panels.
- Secure funding or other financing options.
- Procure and install solar panel systems.

Ownership: Public Works Department

Timetables:

Goal 3: Ground Water/Soil Clean-up

Trichloroethylene (TCE) is a solvent used to degrease and clean aircraft parts at Hill AFB. During the early years of Hill AFB, it was a common practice for the Air Force to dump used (TCE) on the ground in remote areas of the base. This was before environmental laws regulated how those chemicals were used and disposed of. Over time those chemicals seeped down into the ground, eventually reaching the shallow groundwater. Today there are several TCE contaminated groundwater plumes in Roy, Sunset, Clinton, South Weber, Riverdale, Layton, and Clearfield. This presence of the chemical in the shallow groundwater creates a concern for residents who use wells as their source for potable water. There is also concern that the TCE can create potential secondary exposure through vapor intrusion, which can also create health risks.

Hill AFB has conducted remediation efforts for the presence of TCE in the community. Since the 1990s, Hill AFB has taken action to ventilate homes and prevent TCE vapors from entering

homes. Air samples have been collected at off-base residences since 1992 and Hill AFB continues to test homes in the area. Clean up and mitigation costs for remediation efforts are incurred by Hill AFB. To bring awareness to this chemical plume under the city, the Air Force provides annual mailings to residence areas, coupled with door-to-door notification efforts of potential vapor intrusion.

Roy City cannot resolve the existing chemical plume located under the south end of the city, but it can help bring awareness to our residents and business owners of the potential health concerns.

Objective 1: Continue to provide public awareness to the Trichloroethylene Chemical Plume

Action Plan:

- To help establish awareness and encourage participation in testing homes and business facilities, Roy city will:
 - Post in the fall of each year an article in Roy Connection Magazine about this chemical plume to include Hill AFB contact information.
 - Roy City staff will continue to update the Chemical Plume information located on the city website when we receive updated information from Hill AFB personnel.
 - When asked by Hill AFB personnel, assist in the resident and business owner door-to-door notification efforts to get homes and buildings tested for TCE vapor intrusion.

Ownership: Mayor

Timetables: Establish and implement this Action Plan by 1 Aug 2023 and each year thereafter.

Goal 4: Promote Recycling Programs

Recycling conserves energy, reduces air and water pollution, reduces greenhouse gases, and conserves natural resources.

Objective 1: Increase Participation in the Waste Management Recycle Program

Action Plan:

- Place information on utility bills and social media accounts about the recycling program. Make customers aware that they receive a discount on garbage services by adding a recycling can.

Ownership: Management Services

Timetables:

Objective 2: Establish Creative Ways of Processing Waste.

Action Plan:

- Collaborate with other local government authorities, waste management agencies, environmental organizations, and relevant community groups.
- Seek input and support from stakeholders to ensure alignment with local waste management policies and community needs.
- Identify potential waste processing opportunities.
- Forge partnerships with waste management companies, recycling facilities, and composting operators.
- Implement waste processing initiatives.

Ownership: Public Works Department

Timetables:

Goal 5: Establish a Community Reforestation Program in City Parks and Lands

Reforestation helps sustain and increase carbon sequestration, creates healthier habits and soil, helps mitigate the effects of global climate change, increase groundwater retention, and can benefit the local economy. Trees are natural air conditioners, providing local cooling effects that help regulate temperatures.

Objective 1: Through volunteer efforts, increase the number of trees by 10% within our parks and public lands.

Action Plan:

- Conduct an inventory and assessment of existing trees with the parks and public lands.
 - Identify areas which low tree density and where we could add the most benefit.
- Develop a volunteer recruitment strategy to attract individuals and community groups interested in supporting the project.
- Determine the estimated budget required for the project which should include necessary tools, equipment, and safety gear for volunteers during planting events.
- Schedule tree planting events throughout the year to involve volunteers in hands-on activities.
- Organize regular volunteer-led maintenance days to ensure ongoing care for the trees.

Ownership: Parks and Recreation Department

Timetables:

What does success look like?

- City-wide implementation of the “Flip your Strip” and “Landscape Lawn Exchange” Programs.
- Establish electrical vehicle charging stations.
- Placement of solar panels on city owned facilities.
- 95% of Resident and Business Owner awareness of Chemical Plume.
- 90% Participation in the city recycling program.
- Additional trees in our parks and public lands.

Roy City Council Agenda Worksheet

Roy City Council Meeting Date: 19 Sep 2023

Agenda Item Number: Action Item #2

Subject: City Supported Education Assistance Policy Programs

Prepared By: Bob Dandoy

Background:

- The Roy City Personnel Policy contains an Education Assistance Policy (1210) which allows the City to help educated employees (see Attachment 1).
- Under the Education Assistance Policy program the City may provide financial assistance to an employee enrolled in an education course directly related to their full-time assignment, subject to the annual appropriation by the City Council.
- The city may pay up to 60% of the cost of tuition and required fees related to registration for the courses up to a maximum of \$2,000 per fiscal year. Reimbursement will not be considered for the cost of lab fees, book, or any fees that are not required as part of the registration.
- Eligibility requirements are outlined in the policy to include:
 - Submitting an “Application for Tuition Assistance”.
 - Pay the tuition in advance.
 - Complete the courses or degree within the required time frame.
 - Achieve a passing grade of at least a “B” or equivalent for the approved courses.
 - Requirement to remain an employee of the city at least one year after completion of the courses.
- The approval process involves the Department Director and City Manager.
- Within the last 12 months, we have had one employee who used the Education Assistance Policy, amounting to \$1,143.08. However, this figure does not encompass other forms of employee training, or the expenses incurred in sending our staff to POST or Paramedic school.

Discussion:

- By completing a rigorous academic program in business education, project certifications, or simply learn of the best business practices our employees can gain a strong foundation in key business concepts, analytical skills, and the ability to think critically and solve problems. Certainly, continuing education provides real value in our team members ability to effectively do their jobs and build tomorrow’s leaders.
- Although there appears to be value that could be realized in this Education Assistance Policy, it excludes a very important group from participating, that is our senior leadership.
- Unlikely, under the current approval process, would the City Manager take advantage of this program as written. Not that the City Manager can’t self-approve his or her application but rather, it would appear self-serving. Where are the checks and balances! Our leaders are the best candidates to benefit from this program by furthering their education. But who assesses the leaders’ educational needs, opportunities, or qualifications under the policy! Who is suggesting they get additional training! How can they expand their skills and knowledge base.
- The City’s Personnel Policy does not exclude anyone who is a full-time employee from taking advantage of this program, yet there is no clear guidance on how the City Manager and for that matter the Department Heads can participate and be approved. It is suggested that the City Council consider amending Section 1210 – Education Assistance Policy to include the mayor’s involvement and if necessary, approval in allowing senior city leaders engaged in this program where appropriate.
- It is recommended that the City Council discuss how this Education Assistance Policy can support and enhance senior leaders within the city.

Recommendation (Information Only or Decision):

- Decision on whether to modify the Personnel Policy allowing the mayor to approve the City Manager involvement in the program.

Contact Person / Phone Number: Bob Dandoy

Attachment 1

1210 • EDUCATIONAL ASSISTANCE POLICY

It is the general policy of the City to encourage full-time employees to engage in educational and training opportunities which have been approved as being directly related to their present work assignments. The City may provide financial assistance to an employee enrolled in educational courses directly related to their assigned duties with the City, subject to annual appropriation by the City Council. By the submission of a written request by the employee showing all the anticipated expenses and upon the approval of the Department Director and the City Manager, the City may pay up to 60% of the cost of tuition and required fees related to registration for courses up to a maximum of \$2,000 per fiscal year. Reimbursement will not be considered for the cost of lab fees, books, or any fees that are not required as part of registration.

To be eligible for such assistance, employees shall:

1. Submit an "Application for Tuition Assistance" (see Forms) for approval by the Department Director and City Manager;
2. Pay the tuition in advance;
3. Complete the course(s) or degree within the required time frame set forth by the Department Director and City Manager in the application;
4. Achieve a passing grade of at least a "B" or equivalent for the approved course(s).
5. Submit a Request for Reimbursement for Tuition (included on the original Application for Tuition Assistance) along with receipts to the Department Director after completion of the educational course(s); and
6. Agree to remain an employee of the City for at least one year after the completion of the approved educational course(s).

In the event the employee fails to meet the above criteria, that employee must refund all amounts paid by the City for the educational course(s).

The City Manager, in consultation with the Department Director, may authorize payment in full for testing for classes which are successfully challenged by test.

Procedure

Prior to receiving any reimbursement, an employee must submit to the Department Director and the City Manager the course outline together with the Application for Tuition Assistance. This application shall be filed in duplicate, with both being signed by the applicant. The employee must also confirm in writing, that; in the event repayment of tuition assistance is required as herein provided, the repayment may be withheld from the employee's final paycheck, leave conversion or severance pay.

Once this form is submitted, it will be reviewed by the Department Director and the City Manager. One signed copy will be retained in the Management Services Department and one will be returned to the employee. When the course is completed, within five (5) working days of transcript availability the employee will submit a copy of the transcript to the Department Director who will verify that the grade received for an approved course is a "B" or better. If the grade is lower than a "B" or equivalent, the Department Director will notify the employee that no reimbursement will be given for this course(s). If the grade is a "B" or better, the employee will return the Request for Reimbursement for Tuition form to the City Manager for reimbursement. The City Manager will forward the application to the Management Services Department for payment to the employee. The grade report shall be kept in the employee's personnel file.



An employee receiving educational assistance must remain an employee of Roy City for at least one year after the completion of any course for which reimbursement was paid. If an employee separates from service with the City within that year, they must repay the entire amount of tuition assistance contributed by the City for course(s) paid during this time period. Such reimbursement to the City shall be made in full prior to the employee's separation from service with the City. Repayment prior to separation may include withholding funds from the employee's final pay check, leave conversion or severance pay. These options shall be at the City's discretion to exercise.

The above policy does not apply to certifications or other educational classes the City requests an employee to attend.



Resolution No. 23-19
A RESOLUTION OF THE ROY CITY COUNCIL AMENDING THE ROY CITY
PERSONNEL POLICY AND PROCEDURES MANUAL

WHEREAS, the Roy City Council has adopted a Personnel Policies and Procedures Manual that sets forth policies pertaining to personnel conduct, conditions of employment, employee classification, benefits, payroll, discipline, and other related employment matters; and

WHEREAS, the Roy City Administration, from time to time reviews and updates the Personnel Policies and Procedures Manual to ensure compliance with any recent changes in federal and state law or changes in general city policy in order to provide a quality working environment for City employees; and

WHEREAS, the Roy City Administration has reviewed and recommends adoption of the revisions and updates that are attached hereto; and

WHEREAS, the Roy City Council has reviewed the proposed amendments to the Personnel Policy Manual and has determined that the amendments are in the best interest of the employees of Roy City.

NOW THEREFORE BE IT RESOLVED by the City Council of Roy City, that the amended Roy City Personnel Policy and Procedures Manual be amended with the following additions, deletions, or amendments:

Amend Section 1210 Educational Assistance Policy.

It is the general policy of the City to encourage full-time employees to engage in educational and training opportunities which have been approved as being directly related to their present work assignments. The City may provide financial assistance to an employee enrolled in educational courses directly related to their assigned duties with the City, subject to annual appropriation by the City Council. By the submission of a written request but the employee showing all the anticipated expenses and upon the approval of the Department Director and the City Manager **for employees, and the City Council for the City Manager**, the City may pay up to 60% of the cost of tuition and required fees related to registration for courses up to a maximum of \$2,000 per fiscal year. Reimbursement will not be considered for cost of lab fees, books, or any fees that are not required as part of registration.

To be eligible for such assistance, employees shall:

1. Submit and “Application for Tuition Assistance” (see Forms) for approval by the Department Director and City Manager **for employees, and the City Council for the City Manager**;
2. Pay the tuition in advance;

3. Complete the course(s) or degree within the required time frame set forth by the Department Director and City Manager in the application. **For the City Manager the time frame set forth by the City Council;**
4. Achieve a passing grade of at least a “B” or equivalent for the approved course(s).
5. Submit a Request for Reimbursement for Tuition (included in the original Application for Tuition Assistance) along with receipts to the Department Director after completion of the educational course(s), **for the City Manager submit receipts to the Management Services Director;** and
6. Agree to remain an employee of the City for at least one year after the completion of the approved educational course(s).

In the event the employee fails to meet the above criteria, that employee must refund all amounts paid by the City for the educational course(s).

The City Manager, in consultation with the Department Director, may authorize payment in full for testing for classes which are successfully challenged by the test. **For the City Manager, the City Council may authorize payment.**

Procedure

Prior to receiving any reimbursement, an employee must submit to the Department Director and the City Manager the course outline together with the Application for Tuition Assistance. **For the City Manager the course outline together with the Application for Tuition Assistance will be submitted to the City Council.** This application shall be filed in duplicate, with both being signed by the applicant. The employee must also confirm in writing, that; in the event of repayment of tuition assistance is required as herein provided, the repayment may be withheld from the employee’s final paycheck, leave conversion or severance pay.

Once this form is submitted, it will be reviewed by the Department Director and the City Manager. **For the City Manager, it will be reviewed by the City Council.** One signed copy will be retained in the Management Services Department and one will be returned to the employee. When the course is completed, within five (5) working days of transcript availability the employee will submit a copy of the transcript to the Department Director, **for the City Manager, to the Mayor,** who will verify that the grade received for an approved course is a “B” or better. If the grade is lower than a “B” or equivalent, the Department Director will notify the employee, **for the City Manager the Mayor will notify the City Manager,** that no reimbursement will be given for this course(s). If the grade is a “B” or better, the employee will return the Request for Reimbursement for Tuition form to the City Manager for reimbursement. **For the City Manager the form will be returned to the Management Services Director.** The City Manager will forward the application to the Management Services Department for payment to the employee. The grade report shall be kept in the employee’s personnel file.

An employee receiving educational assistance must remain an employee of Roy City for at least one year after completion of any course for which reimbursement was paid. If an employee separates from service with the City within that year, they must repay the entire amount of tuition assistance contributed by the City for the course(s) paid during this time period. Such

reimbursement to the City shall be made in full prior to the employee's separation from service with the City. prior to separation may include withholding funds from the employee's final pay check, leave conversion or severance pay. These options shall be at the City's discretion to exercise.

The above policy does not apply to certifications or other educational classes the City requests an employee attend.

Passed this 19th day of September 2023.

Robert Dandoy
Mayor

Attested and Recorded:

Brittany Fowers
City Recorder

This Resolution has been approved by the following vote of the Roy City Council:

Councilmember Sophie Paul	_____
Councilmember Scadden	_____
Councilmember Wilson	_____
Councilmember Joe Paul	_____
Councilmember Jackson	_____

Roy City Council Agenda Worksheet

Roy City Council Meeting Date: September 19, 2023

Agenda Item Number: Action Item #3

Subject: Public Notice Requirements

Prepared By: Matt Wilson and Steve Parkinson

Background: The State Legislature recently updated public noticing requirements removing the requirement to publish in newspapers. This proposed ordinance brings our city code into compliance with State Code. The requirements are now to publish on the Utah Public Notice Website, the Roy City Website, and post at the Roy City Municipal building or other affected area. If State Code or Roy City Code requires mailing that will still be complied with.

Recommendation (Information Only or Decision): Decision

Contact Person / Phone Number: Matt Wilson, 801-774-1022

Ordinance No. 23-12

An Ordinance of Roy City Amending Various Sections of the Roy City Code Concerning Public Notice Requirements

WHEREAS, the Utah Code recently amended the public noticing requirements; and

WHEREAS, the Roy City Planning Commission held a public hearing on July 11, 2023 on the Title 10 Zoning Regulations portions of this Ordinance, as required by law and has favorably recommended amendments to the City Council; and

WHEREAS, the Roy City Council has determined that it is in the best interest of the citizens of Roy City to amend the current ordinance to provide clarification and ensure compliance with State Code;

NOW THEREFORE, be it ordained by the Roy City Council as follows:

Title 1, Title 5, Title 6 and Title 10 of the Roy City Municipal Code is hereby amended by adopting and updating the following chapters and sections of Title 1, Title 5, Title 6 and Title 10 of the Roy City Code:

TITLE 1 ADMINISTRATION

CHAPTER 3 DEFINITIONS

1-3-2: DEFINITIONS, GENERAL

AFFECTED AREA: The Roy City Municipal Building.

CHAPTER 6 MAYOR AND CITY COUNCIL

1-6-5: MEETINGS; PROCEDURE AND CONDUCT

- A. Regular Meetings: The City council shall hold regular meetings which are scheduled in advance over the course of a year which shall be fixed by ordinance. Regular meetings shall be held at least once each month. Public notice of the annual meeting schedule shall be published at least once each year and shall specify the date, time and place of the scheduled meetings. ~~Additionally, public notice shall be given not less than 24 hours before each meeting specifying the date, time and place of the meeting along with the meeting's agenda. The public notices shall be posted at the Roy City Municipal building and on the Utah Public Notice Website and shall be given to at least one newspaper of general circulation within the geographic jurisdiction of Roy City or to a local media correspondent.~~ **Public Notice shall be provided in accordance with RMC 1-6-7(B).**

B. Special Meetings: If at any time the business of the City requires a special meeting of the City Council, such meeting may be ordered by the Mayor or any two (2) members of the City Council. The order shall be entered in the minutes of the governing body. The order shall provide at least three (3) hours' notice of the special meeting and notice thereof shall be served by the City Recorder on each member who did not sign the order by delivering the notice personally or by leaving it at the member's usual place of abode. The personal appearance by a member at any specially called meeting constitutes a waiver of the notice required in this section. Public notice shall be provided ~~as required for regular meetings~~ **in accordance with RMC 1-6-7(B).**

C. Emergency Meetings: [NO CHANGE].

D. Electronic Meetings:

1. Roy City Council Meetings may be conducted electronically. Council members unable to physically attend a council meeting should make a request at least twenty four hours in advance of the meeting to allow for arrangements to be made for their electronic participation. Council members participating electronically may be included for purposes determining if a quorum is present. The anchor location for electronic meetings shall be the Roy City Council Chambers located at 5051 South 1900 West. If an alternate location is to be used, notice of the location shall be given. Space and facilities will be provided at the anchor location for interested persons and the public to attend, monitor and, if public comment is accepted, participate in the open portions of the meeting. Public notice shall be provided ~~the same as for regular meetings in Section 1-6-5 (A)~~ **in accordance with RMC 1-6-7(B)** and shall be posted additionally, at the anchor location. Notice of the electronic meeting must also be given to City Council members at least 24 hours in advance and include a description of how the members will be connected to the meeting.

1-6-6: ORDINANCES AND RESOLUTIONS

A. [NO CHANGE]

B. [NO CHANGE]

C. Publication And Posting of Ordinances:

1. Requirements: Before an ordinance may take effect, the legislative body adopting an ordinance, except an ordinance enacted under Utah Code Annotated sections 10-3-706, 10-3-707, 10-3-708, 10-3-709 or 10-3-710, shall: a) deposit a copy of the ordinance in the office of the city recorder; and b) ~~publish a short summary of the ordinance at least once in a newspaper published within the municipality or, if there is no newspaper published within the municipality, in a newspaper of general circulation within the municipality or, post a complete copy of the ordinance in three (3) public places within the municipality.~~ **publish in accordance with RMC 1-6-7(B).**

1-6-7: PUBLIC NOTICE

- A. Public notice shall be given not less than 24 hours before each meeting specifying the date, time and place of the meeting along with the meeting's agenda.
- B. For a Class A Notice the City:
 - 1. shall publish the public notice on the Utah Public Notice Website;
 - 2. shall publish the public notice on the Roy City Website;
 - 3. shall publish the public notice at the Roy City Municipal Building;
 - 4. If the affected area is a public street shall publish the public notice on or adjacent to the public street; and
 - 5. If the affected area is an easement, shall publish the public notice on or adjacent to the easement.
- C. For a Class B Notice the City:
 - 1. shall comply with the requirements described in Section 1-6-7(B);
 - 2. if a State Statute or City Code requires that the notice be provided for a designated geographic area, mail or otherwise deliver the public notice or a notice summary statement to each residence within, and, in accordance with Subsection (D), to each owner of real property located within, the designated geographic area; and
 - 3. if a State Statute or City Code requires that the notice be provided to one or more designated persons or real property owners, mail or otherwise deliver the public notice or a notice summary statement, in accordance with Subsection (D), to each designated person and real property owner.
- D. When providing notice to a real property owner, the City shall:
 - 1. use the current residential address or business address of the real property owner;
 - 2. if the City is not reasonably able to obtain the address described in Subsection (D)(1), use the last known address of the real property owner that the City is able to obtain via a reasonable inquiry into public records; or
 - 3. if the City is not reasonably able to obtain an address described in Subsection (D)(1) or (2), post the notice on the real property.

CHAPTER 7 OFFICERS AND EMPLOYEES

1-7-3: COMPENSATION; SALARIES

- A. Schedules Adopted:
 - 1. [NO CHANGE]
 - 2. [NO CHANGE]

3. Notice of the time, place and purpose of the meeting shall be published at least seven (7) days prior thereto ~~by publication in at least one issue of a newspaper published in Weber County and generally circulated in the city.~~ **in accordance with RMC 1-6-7(B).**

CHAPTER 10 DISPOSAL OF UNCLAIMED AND PERSONAL PROPERTY

1-10-1: DISPOSAL OF UNCLAIMED AND PERSONAL PROPERTY

A. Any stolen, lost or abandoned personal property which has been recovered by the police department and held in storage by said department for a period of ninety (90) days, or over, without having been claimed by the owner thereof, may, by the police department, be sold at public or private sale. ~~Notice of the time and place of said sale, which notice shall contain a description of such personal property to be sold, shall be given by publishing such notice twice, the first publication of which shall be at least fifteen (15) days before the day of sale, and the last publication of which shall be not later than the Thursday immediately preceding the day of sale, in a newspaper published at the city in Weber County and having general circulation in said county. The proceeds of such sales shall forthwith be paid over to the city treasurer.~~

1. **Notice of the time and place of said sale shall contain a description of such personal property to be sold and the date of the intended sale of such personal property.**
2. **At least fifteen (15) days before the day of sale, the police department shall:**
 - a. **publish notice of the intent to dispose of the personal property on the Utah Public Notice Website;**
 - b. **post a similar notice on the Roy City Website; and**
 - c. **post a similar notice in a public place designated for notice within the police department.**

CHAPTER 14 DISPOSITION OF REAL PARCELS OF LAND

1-14-2: DEFINITIONS

As used in this chapter:

DISPOSITION: [NO CHANGE]

REASONABLE NOTICE: ~~Posting notice of the hearing in at least three (3) public places within Roy City, or on the city's official website; and publishing notice of the hearing in a newspaper of general circulation.~~

SIGNIFICANT PARCEL: [NO CHANGE]

1-14-5: NOTICE

The city shall provide the required notice of its intent to dispose of significant city-owned real parcels of land. Notice shall be provided by the city at least fourteen (14) days before the date of the public hearing ~~by posting notice of the hearing in at least three (3) public places within the city, or on the city's official website; and publishing notice of the hearing in a newspaper of general circulation.~~ **by publishing notice in accordance with RMC 1-6-7(B).**

TITLE 5 LAW ENFORCEMENT

CHAPTER 1 ANIMAL CONTROL

5-1-8: RABIES CONTROL; BITES

- A. [NO CHANGE]
- B. [NO CHANGE]
- C. Rabies Scare Or Epidemic: The mayor is hereby authorized upon reasonable apprehension of danger from dogs or other animals with rabies to issue a proclamation forbidding all dogs and other animals from running at large in the city limits. All dogs and other animals must be securely confined or on a sufficient chain, cord or leash to hold the animal during such periods. Any animal running loose while this proclamation is in force shall be captured and impounded. The proclamation shall take effect upon publication ~~in a newspaper of general circulation in the city.~~ **as a Class A Notice in accordance with RMC 1-6-7(B).**

TITLE 6 MOTOR VEHICLES AND TRAFFIC

CHAPTER 2 ILLEGALLY PARKED AND ABANDONED VEHICLES

6-2-5: SALE AT AUCTION OF UNCLAIMED VEHICLES

- A. Notice Requirements: If, at the expiration of fifteen (15) days after mailing the notice provided for in RMC 6-2-2, such vehicle is not redeemed by the owner or his proper representative, the chief of police or his authorized agent shall proceed to sell the same at public auction to the highest bidder after first giving at least ten (10) days' notice of such sale by publishing such notice ~~at least once in a newspaper published in the county.~~ **as a Class A Notice in accordance with RMC 1-6-7(B)**, stating the time and place of such sale. Such notice shall also describe the vehicle to be sold with reasonable certainty and shall state to whom, if anyone, the records of the office of the motor vehicle department of the state tax commission show the same to belong, and if the name of the owner be

unknown, such fact shall be stated. If the name of the owner or recorded lienholder, if any, be known, the police department shall send such owner or recorded lienholder a copy of such notice as published immediately after the publication of the same, which notice shall be mailed to their last known address as shown on the records of the motor vehicle division of the state tax commission. A copy of this notice as published shall, immediately after publication, be mailed to the owner of the place of storage.

TITLE 10 ZONING REGULATIONS

CHAPTER 9 PUBLIC NOTICING REQUIREMENTS

10-9-2: REQUIRED NOTICE OF PUBLIC HEARINGS AND PUBLIC MEETINGS TO CONSIDER GENERAL PLAN OR GENERAL PLAN AMENDMENT APPLICATIONS:

- 1) Public Hearings. The Zoning Administrator and/or City Recorder for public hearings before the Commission, shall provide notice of the public hearing to consider the Roy City General Plan or General Plan Amendment Applications, as follows:
 - a) Notice of date, time, and place of each public hearing, at least ten (10) calendar days before the public hearing, which notice shall be:
 - i) ~~Published in a newspaper of general circulation in the area;~~
 - ii) **E-Mailed** to each “affected entity” identified herein as:
 - (1) Weber County ~~Board of County~~ Commissioners
 - (2) ~~City of Ogden~~ **Adjacent Cities**
 - (3) Special Service Districts
 - (4) Weber County School District
 - (5) ~~Questar~~ **Dominion Energy**
 - (6) ~~Utah Power~~ **Rocky Mountain Power**
 - (7) ~~Qwest~~ **Century Link**
 - (8) Sanitary Sewer Districts
 - (9) Culinary and Secondary Water providers
 - iii) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, at the City Municipal Building; or and** on the City’s official website; and
 - iv) Provide notice to the Applicant(s).
 - a) Notice of the date, time, and place of the public meeting, at least 24 hours before the meeting, which notice shall be:
 - i) ~~Submitted to a newspaper of general circulation in the area;~~
 - ii) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, at the City Municipal Building; or and** on the City’s official
- 2) Public Meetings. The Zoning Administrator and/or City Recorder for public meetings before the Commission, and the Council, shall provide notice of the public meeting to consider the Roy City General Plan or General Plan Amendments Applications, as follows:
 - a) Notice of the date, time, and place of the public meeting, at least 24 hours before the meeting, which notice shall be:
 - i) ~~Submitted to a newspaper of general circulation in the area;~~
 - ii) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, at the City Municipal Building; or and** on the City’s official

- website and
- iii) Provide notice to the Applicant(s).
(Ord. No. 17-1; 3-7-2017)

10-9-3: REQUIRED NOTICE OF PUBLIC HEARINGS AND PUBLIC MEETINGS ON ADOPTION OR MODIFICATION (AMENDMENTS) OF LAND USE ORDINANCES:

- 1) Public Hearings. The Zoning Administrator and/or City Recorder for public hearings before the Commission, shall provide notice of a public hearing to consider the adoption of modification (amendments) of the Roy City Land Use Ordinances, including this Ordinance, as follows:
- a) Notice of the date, time, and place of the each public hearing shall be at least ten (10) -calendar days before the public hearing and the notice shall be provided by the following means:
- i) ~~Published in a newspaper of general circulation in the area-~~
- ii) E-Mailed to each “affected entity” (as identified in 10-9-2); and
- iii) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, City Municipal Building; or and** on the City’s official website; and
- iv) **E-mailed to the “affected area” identified herein as;**
(1) Roy City municipal building. ~~Actual notice provided by regular U.S. mail and is postmarked at least ten (10) calendar days prior to the public hearing to all property owners located within three hundred (300) feet which is the subject of a Land Use Ordinance adoption or modification.~~
- 2) Public Meetings. The Zoning Administrator and/or City Recorder for public meetings before the Commission, and the Council, shall provide notice of the public meeting to consider the Roy City General Plan or General Plan Amendments Applications, as follows:
- a) Notice of the date, time, and place of the public meeting, at least 24 hours before the meeting, which notice shall be:
- i) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, at the City Municipal Building; or and** on the City’s official website; and
- ii) Provide notice to the Applicant(s).
- iii) **E-mailed to the “affected area”**
- (Ord. No. 17-1; 3-7-2017)

10-9-4: REQUIRED NOTICE FOR OTHER PUBLIC HEARINGS:

When required by the provisions of this Ordinance, the Zoning Administrator and/or City Recorder for public hearings before the Commission, shall provide notice of the public hearing as follows:

- 1) Notice of the date, time, and place of each public hearing shall be at least ten (10) calendar days before the public hearing provided by the following means:

- ~~a) Published in a newspaper of general circulation in the area-~~
 - b) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, City Municipal Building;** ~~or and~~ on the City's official website; and
 - c) Actual notice provided by regular U.S. mail and is postmarked at least ten (10) calendar days prior to the public hearing to all property owners located within three hundred (300) feet which is the subject of the public hearing.
- (Ord. No. 17-1; 3-7-2017)

10-9-5: REQUIRED NOTICE FOR OTHER PUBLIC MEETINGS:

When required by the provisions of this Ordinance the Zoning Administrator and/or City Recorder for a public meeting by the Commission, the HO, and the Council, shall provide notice of the public meeting as follows:

- l) Notice of the date, time, and place of each public meeting, at least 24 hours before the public meeting, which notice shall be:
 - a) ~~Posted in at least three (3) public locations within the~~ **on the Public Notice Website, City Municipal Building;** ~~or and~~ on the City's official website; and
 - b) Provide notice to the Applicant(s).
- (Ord. No. 17-1; 3-7-2017)

This Ordinance shall not become effective upon passage, lawful posting, and recording. This Ordinance has been approved by the Roy City Council this _____ day of _____, 2023.

Robert Dandoy
Mayor

ATTEST:

Brittany Fowers
City Recorder

This Ordinance has been approved by the following vote of the Roy City Council:

Councilmember Ann Jackson	_____
Councilmember Diane Wilson	_____
Councilmember Sophie Paul	_____
Councilmember Randy Scadden	_____
Councilmember Joe Paul	_____