



SYRACUSE CITY
Syracuse City Council Special Meeting Agenda
June 23, 2020 – 6:00 p.m.
Electronic Via Zoom Meeting
Streamed on Syracuse City YouTube Channel

Public meeting will be held electronically in accordance with Executive Order 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus. No physical meeting location will be available. The YouTube live stream of the meeting can be found at the following [link](#).

Connect to the meeting using:

<https://us02web.zoom.us/j/82251774383>

Meeting ID: 822 5177 4383.

Connect via telephone: +1-301-715-8592 US

Meeting ID: 822 5177 4383.

1. Meeting called to order
Pledge of Allegiance and Prayer
Adopt agenda
2. Approval of Minutes: (5 min.)
 - a. May 26, 2020 Special Meeting.
 - b. May 26, 2020 Work Session.
3. Proposed Resolution R20-22 authorizing the Mayor to execute an amendment to the Development Agreement pertaining to Edgewater Park Subdivision. (5 min.) *Council discussion, if necessary, will commence with Councilmember Savage.*
4. Adjourn.

~~~~~  
In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

**CERTIFICATE OF POSTING**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 18<sup>th</sup> day of June, 2020 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.com/>. A copy was also provided to the Standard-Examiner on June 18, 2020.

CASSIE Z. BROWN, MMC  
SYRACUSE CITY RECORDER



# CITY COUNCIL SPECIAL MEETING AGENDA

June 23, 2020

Agenda Item #2

Approval of Minutes.

***Factual Summation***

- Please see the draft minutes of the following meeting(s):
  - a. Special Meeting of May 26, 2020.
  - b. Work Session of May 26, 2020.
  
- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

1 Minutes of the Syracuse City Council Special Meeting, May 26, 2020

2  
3 Minutes of the Special meeting of the Syracuse City Council held on May 26, 2020 at 6:00 p.m., held virtually via  
4 Zoom, meeting ID 995-0948-7819, and streamed on the Syracuse City YouTube Channel in conformance with Executive Order  
5 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and  
6 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus.

7  
8 Present: Councilmembers: Lisa W. Bingham  
9 Corinne N. Bolduc  
10 Dave Maughan  
11 Jordan Savage  
12 W. Seth Teague

**DRAFT**

13  
14 Mayor Mike Gailey  
15 City Manager Brody Bovero  
16 City Recorder Cassie Z. Brown

17  
18 City Employees Present:

19 Administrative Services Director Steve Marshall  
20 City Attorney Paul Roberts  
21 Public Works Director Robert Whiteley  
22 Police Chief Garret Atkin  
23 Community and Economic Development Director Noah Steele  
24 Parks and Recreation Director Kresta Robinson

25  
26 1. Meeting Called to Order.

27 Mayor Gailey called the meeting to order at 9:20 p.m. as a special meeting, with notice of time, place, and agenda  
28 provided 24 hours in advance to the newspaper and each Councilmember. Councilmember Bingham provided an invocation  
29 and Councilmember Teague led the audience in the Pledge of Allegiance.

30 COUNCILMEMBER SAVAGE MOVED TO ADOPT THE AGENDA. COUNCILMEMBER BOLDUC  
31 SECONDED THE MOTION; ALL VOTED IN FAVOR.

32  
33 2. Proposed Resolution R20-15 authorizing the Mayor to execute an  
34 amendment to the Development Agreement pertaining to Edgewater Park  
35 Subdivision.

36 A memo from the City Attorney explained that as part of the development process, the Developer and City entered  
37 into a Development Agreement last year. After Administration reviewed the agreement and authorization was given, staff  
38 learned that the Bureau of Reclamation, who runs an irrigation pipe parallel to Bluff Road, required that all of the lands,  
39 including the trail land, be deeded to them. As part of that transaction, the Bureau has granted a license for the continued use  
40 of the trail by the public. The agreement still requires a dedication of the trail property to the City, even though it is now the  
41 Bureau's land. The Developer is requesting that the City amend the contract language to excuse the dedication requirement,  
42 but still keep all other obligations related to the trail.

1 City Attorney Roberts reviewed his memo.

2 Councilmember Maughan asked if there may be a new project proposal for the subject property given that the current  
3 owner may be selling the property; he also asked if changes to the project will need Council approval. Mr. Roberts stated that  
4 if there is going to be a substantive change to the project or the development agreement, the new owner would need to seek  
5 Council approval of a final plat, but he does not expect that will happen.

6 COUNCILMEMBER SAVAGE MOVED TO ADOPT RESOLUTION R20-15 AUTHORIZING THE MAYOR TO  
7 EXECUTE AN AMENDMENT TO THE DEVELOPMENT AGREEMENT PERTAINING TO EDGEWATER PARK  
8 SUBDIVISION. COUNCILMEMBER BINGHAM SECONDED THE MOTION; ALL VOTED IN FAVOR.

9

10

11 At 6:08 P.M. COUNCILMEMBER BOLDUC MADE A MOTION TO ADJOURN. COUNCILMEMBER  
12 BINGHAM SECONDED THE MOTION; ALL VOTED IN FAVOR.

13

14 -----  
15 Mike Gailey  
16 Mayor  
17  
18 Date approved: \_\_\_\_\_

-----  
Cassie Z. Brown, MMC  
City Recorder

Minutes of the Syracuse City Council Work Session Meeting, May 26, 2020

Minutes of the Work Session meeting of the Syracuse City Council held on May 26, 2020 at 6:08 p.m., held virtually via Zoom, meeting ID 995-0948-7819, and streamed on the Syracuse City YouTube Channel in conformance with Executive Order 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus.

Present: Councilmembers: Lisa W. Bingham  
Corinne N. Bolduc  
Dave Maughan  
Doug Peterson  
Jordan Savage

Mayor Mike Gailey  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Administrative Services Director Steve Marshall  
City Attorney Paul Roberts  
Police Chief Garret Atkin  
Fire Chief Aaron Byington  
Parks and Recreation Director Kresta Robinson  
Community and Economic Development Director Noah Steele  
City Engineer Brian Bloemen  
Administrative Intern Brittany Morgan

The purpose of the Work Session was to receive a presentation regarding a community food pantry program; discuss proposed Flash-Vote survey questions regarding funding options for 50-acre park project; review the City’s fraud risk assessment; discuss proposed budget amendments for the Fiscal Year (FY) 2020 budget; amendments to the Syracuse City Wage Scale and Consolidated Fee Schedule for FY 2020-2021; continue review of the FY 2020-2021 budget; review the Planning Commission recommendation regarding amendments to Syracuse City Code Section 10.92 pertaining to Mixed-Use Development (MXD) Zone ordinance; discuss the Youth City Council; continue review/discussion of a draft policy regarding fee reductions or waivers for use of City facilities; and discuss future agenda items/hear Council announcements.

Councilmember Savage provided an invocation and Councilmember Maughan led the audience in the Pledge of Allegiance.

**Public comments**

Mayor Gailey stated that tonight’s meeting agenda provided instructions for residents to email their public comments to City Recorder Brown by 5:00 p.m. tonight in order for them to be read into the record of the meeting. He

1 indicated no email comments were provided. He also invited live public comments; there were no meeting participants  
2 expressing a desire to provide public comments.

3  
4 **Presentation from Lorna Koci regarding community**  
5 **food pantry program.**

6 Lorna Koci, Executive Director of Bountiful Community Food Pantry, used the aid of a PowerPoint presentation to  
7 provide the Council with information about food insecurity in Davis County, and, more specifically, in the 84075 and 84015  
8 zip codes. The presentation provided information about assistance that is available to those dealing with food insecurity and  
9 hunger. After reviewing this data, Ms. Koci engaged in high level discussion with the Mayor and Council regarding ideas for  
10 addressing hunger in Syracuse:

- 11 • Partner with New Hope Center in Clearfield to create a Community Food Pantry;
- 12 • Explore options for creating a Syracuse High School pantry;
- 13 • Exploit No Hunger Zone services;
- 14 • Promote federal food programs and local resources; and
- 15 • Assess feasibility for a Syracuse area pantry, which would be an asset in the community.

16 Discussion centered on the resources needed to create a community pantry and the appropriate level of participation  
17 from a municipal entity. Ms. Koci summarized the partnership arrangements in other communities in Davis County; some  
18 cities and private entities have donated space for a community pantry, while others have leased space. The Council indicated  
19 the City does not currently have space available to donate for use as a pantry, but they are interested in providing support.  
20 Ms. Koci stated that she would appreciate the City's support in advertising programming that is currently available to  
21 residents while remaining open to engaging in work to create a community pantry that would serve the 84075 and 84015 zip  
22 codes. Councilmember Bolduc indicated she will network with Ms. Koci and the North Davis Communities that Care (CTC)  
23 group to explore options for creating a pantry in this area.

24  
25 **Discuss next Flash-Vote survey question regarding**  
26 **funding options for 50-acre park project.**

1 A staff memo from the City Manager explained in February, the City received public input on the design of the 50-  
2 acre park to be located at 2000 West and Gentile St. The City Council tasked the Parks Advisory Committee with examining  
3 the survey results and devise some options on funding the park, and advise the Council of any suggested changes to the  
4 design. The Park Advisory Committee voted to recommend that the City start with a park funding survey, in order to  
5 establish the residents' willingness to contribute to the park in the form of a bond election. After the survey, the Committee  
6 would like to use the results to formulate a funding plan for the park. The City contracted with FlashVote to provide a survey  
7 service in order to enhance the amount of public input, and provide it in a way that has statistic validity. The intent of the  
8 survey service is to give the Council data as part of their decision making, not to override the Council's decision making.

9 ***Goals of the 50-Acre Park Funding Survey***

- 10 • It is proposed that the goals of the survey include the following:
- 11 ○ Find out the level of enthusiasm the community has for funding the park through a bond election.
  - 12 ○ Find out if the COVID-19 pandemic is a factor on their current level of enthusiasm.
  - 13 ○ Find out if the community is interested in novel investment/funding mechanisms for the park,  
14 specifically a mini-bond program.

15 ***Proposed Survey Questions***

- 16 1. Syracuse City owns a vacant 50-acre parcel of land located at 2000 West and Gentile and is planning to  
17 turn it into a park. (You can see the draft plan [here](#)). The park is planned to have softball/baseball fields,  
18 soccer/football/lacrosse fields, large playground, pickleball courts, basketball courts, leisure/open space,  
19 pavilions and restrooms, and trails. If the park is not built, the City will soon not have enough park space  
20 to accommodate the size of our recreation programs, and will be required to turn away some participants.  
21 In an effort to accommodate the growth of the City and its recreation programs, the City is looking for  
22 ways to fund the construction of the park. Your input will help with upcoming decisions about the  
23 proposed park project.

24 With financing rates at historic lows, the City considers now to be a good time to stretch our city dollars on  
25 this project. The estimated cost for construction of this park is approximately \$31 million. The City will  
26 already have an estimated \$5 million in cash to put toward the park construction. If a bond election were

1 placed on the ballot this November for a vote to pay for the park, it would constitute a property tax increase  
2 equivalent to approximately \$13.77 per month on the average Syracuse home.

3 If the ballot election were today, would you vote in favor of the \$26 million park bond in order to get the  
4 park constructed?

5 a. Yes

6 b. No

7 2. If you said No to the previous question, what would be the maximum amount per month you would be  
8 willing to pay in order to get this new park constructed? (This information will help the City know how  
9 much of a funding gap it would have):

10 a. The maximum I would be willing to pay for this new park is: (enter amount here) per month.

11 b. I answered Yes to the previous question.

12 3. Recently, our lives have been impacted in many ways by the COVID-19 global pandemic. Many people  
13 looked to parks and open space for recreation, and many people have been impacted financially. Would  
14 you say your answer to question 1 or question 2 above was influenced by the impacts of COVID-19 on  
15 your life?

16 a. Yes, explain how you would have answered differently if there was no pandemic: \_\_\_\_\_

17 b. No

18 4. As part of fundraising for the park, the City would also entertain the option of offering investment bonds to  
19 our residents for purchase. These bonds are an investment that pays you interest, plus they are used to pay  
20 for construction of the park. For example, let's say you would be able to purchase one or more bonds at  
21 \$500 per bond. Each bond has a competitive interest rate, we'll say 3% annual percentage rate. You earn  
22 3% per year on each bond, and then at the end of 3 years, you get your original money back. In this  
23 example, the City would use your original money from the bond purchase to help pay for the park, then pay  
24 you the annual interest each year, and then return to you your original purchase amount at the end of 3  
25 years. In the end, you make money on the bond, and you get a new park in your community. If you were  
26 given the opportunity to purchase bonds from the City in this manner, would you be interested in doing so?

27 a. Yes





- 1 • Adopt a formal policy on cash receipting and deposits. See attached template. The City has internal  
2 controls and procedures in place, but the City would need to formally adopt a policy to reflect what is  
3 currently being done. (5 additional points)
- 4 • Adopt policy to have employees and Councilmembers complete annual statement of ethical behavior. (15  
5 additional points)

6 If these simple changes are made, the City's score would be raised to 330, which would fall into the low risk  
7 category. Other areas that can be explored to further reduce our risk assessment to very low would be the implementation of a  
8 fraud hotline, internal audit function, and a formal audit committee. The Council will need to weigh the cost/benefit of  
9 implementing these changes. Options for pursuing these options include:

- 10 • Partner with Davis County to partially fund their fraud hotline; this may require increased staffing at the  
11 County level.
- 12 • Partner with Davis County to see if they would perform an internal audit function. The cost of increased  
13 staffing could be shared with other Davis County cities.
- 14 • The items above would filter through an audit committee that the Council could create. Membership of the  
15 committee could be a combination of Councilmembers and/or citizens with financial backgrounds.

16 Administrative Services Director Marshall reviewed his staff memo and facilitated a conversation among the Council  
17 regarding the items they would like to pursue to increase the City's fraud risk assessment score. The Council concluded they  
18 are not interested in creating a fraud hotline and, instead, relying upon the availability of the State fraud hotline. They  
19 concluded they would support exploration of costs associated with partnering with other cities to perform an internal audit  
20 function. They also directed work be completed to adopt the fraud and abuse policy, a formal policy for cash receipting and  
21 deposits, and a policy requiring Councilmembers and employees to complete an annual statement of ethical behavior in order  
22 to increase the City's score.

23

24 **Budget item: proposed amendments to Fiscal Year (FY)**  
25 **budget ending June 30, 2020.**

26 A staff memo from the Administrative Services Director summarized proposed adjustments to the FY2020 budget:

- 1                   • Changes to **General Fund budget:**
  - 2                   ○ Administration estimates the City will have approximately \$500,000 in budget savings across
  - 3                   all general fund department expenses. This is primarily due to salary and benefit savings.
  - 4                   This could be less with the COVID-19 impact. The proposal is to transfer available savings to
  - 5                   the capital projects fund.
  - 6                   ○ COVID-19 expenses - \$15,000 with a 75 percent projected reimbursement from federal
  - 7                   government.

- 8                   • Changes to **Other Fund budgets:**
  - 9                   ○ Various changes to complete the approved Founders Park Capital Project. There are changes
  - 10                  to park impact fund, RAP tax fund, park maintenance fund, and capital fund.
  - 11                  ○ Depreciation expense changes in the sewer and storm funds.
  - 12                  ○ Connection fees increased with new home builds.
  - 13                  ○ Bond Issuance costs for water tank bond.
  - 14                  ○ Garbage revenues and hauling fees increased due to new homes.
  - 15                  ○ RDA and EDA funds revised with actual increment collection and distributions.
  - 16                  ○ RDA COVID loans to businesses.
  - 17                  ○ Sale of land by Founders Park and Church in the capital fund.
  - 18                  ○ Ambulance settlement payment.

19                  Mr. Marshall reviewed his staff memo. The Council indicated their support for the budget amendments and advised  
20 staff to schedule a public hearing for June 9 to take action on the proposal. There was a brief discussion regarding the details  
21 of the COVID-19 expenses.

22

23 **Budget item: Discuss proposed updates to the Syracuse**  
24 **City Wage Scale for Fiscal Year (FY) 2020-2021.**

25                  A staff memo from the Administrative Services Director referred to the wage scale document for FY2020-2021;  
26 recommended changes are highlighted in red and are summarized as follows:

- 1                   • The Facilities Maintenance Technician and Administrative Assistant were included at the incorrect
- 2                    benchmarks. These edits fix those errors.
- 3                   • The Park Maintenance Worker III was omitted in a previous draft and this action will add the position back
- 4                    into the document.

5                   Mr. Marshall reviewed his staff memo. The Council indicated their support for adjusting the wage scale document  
6 during the June 9 meeting.

7

8                   **Budget item: Discuss amendments to the Syracuse City**  
9                   **Consolidated Fee Schedule for Fiscal Year (FY) 2020-**  
10                   **2021.**

11                   A staff memo from the Administrative Services Director referred to the fee schedule document for FY2020-2021;  
12 proposed changes are summarized as follows:

- 13                   ○ Amendment to storm water impact fee – increase from \$7,488.65 per acre to \$7,578.00 per acre (based
- 14                    upon our IFA schedule)
- 15                   ○ Amendment to public safety impact fee – increase from \$245.00 for residential home to \$273.00 per
- 16                    residential home and \$0.17 per square foot to \$0.19 per square foot on commercial buildings (based upon
- 17                    our IFA schedule)
- 18                   ○ Utility Rate Changes:
  - 19                    ▪ Garage: Increase of \$0.11 for 1<sup>st</sup> can, \$0.04 for 2<sup>nd</sup> can, and \$0.13 for green waste.
  - 20                    ▪ Culinary Water: Increase of \$0.39 for water rate increases from Weber Basin Water.
  - 21                    ▪ Secondary Water: Increase of \$0.20 for water rate increases from irrigation companies.
- 22                   ○ Tackle Football – increase from \$130 per person to \$135 per person.
- 23                   ○ Ready Post Sales – several changes to our ready post supplies in the post office.

24                   Mr. Marshall summarized his memo. The Council indicated their support for acting upon the fee schedule  
25 adjustments during the June 9 meeting.

26

1 **Budget item: continued review of Fiscal Year (FY) 2020-**  
2 **2021 Tentative Budget.**

3 Mayor Gailey used the aid of a PowerPoint presentation to provide an introduction to Administration’s presentation  
4 of the FY2020-21 Tentative Budget. The presentation likened the City’s annual budget process to crop irrigation.

5 A staff memo from the City Manager and Administrative Services Director explained Administration wanted to  
6 have an open budget discussion for the FY2021 budget to discuss any topics or concerns that the city council has on the  
7 tentative FY2020 budget. Below are a few discussion points that we would like the council to consider, as some conditions  
8 have changed since the April 17 Budget Retreat.

9 • **Current Economic Conditions and COVID-19 Impacts**

- 10 ○ 7,000 more Utahns file for unemployment
- 11 ○ State of Utah revenue shortfall predictions of 2 billion dollars or ~ 10 percent
- 12 ○ Utah tourism industry losing \$20 million per day.
- 13 ○ ULCT sales tax study shows that Syracuse will see a 1.4% reduction in sales tax for FY2020 and  
14 an additional 2.5% reduction in FY2021.
- 15 ○ Estimated impact of \$225,000 less in sales tax revenue for FY2021 that what was budgeted.

16 • **Truth in Taxation Discussion**

- 17 ○ Tentative budget proposal includes a \$438,000 or 17% increase on property tax revenues.
- 18 ○ Benchmark adjustments in police of \$183,000.
- 19 ○ 3 firefighters moving to full-time status or \$220,000.
- 20 ○ URS employee pickup of 2% for police and fire – \$28,000.
- 21 ○ Amendments to Recruitment & Retention Policy and associated budgetary matters.
- 22 ○ Context of economic conditions and Regional Park Bond Election.

23 • **Revenue and Expense Projections and COVID-19**

- 24 ○ Estimated impact of \$225,000 less in sales tax revenue for FY2021 that what was budgeted.
- 25 ○ COVID could have impacts on other revenue streams. Hard to predict. Building permits are still  
26 strong.
- 27 ○ Slowing velocity of expenses in department budgets can bridge gap of economic slowdown.

- 1                   ○ Historically we have had surpluses because of well managed funds by departments. This could
- 2                   also help cover any reduction in sales tax revenues.
- 3                   ○ Rainy Day Fund of 23.6% or \$2,775,000 we can utilize to cover any estimated shortfall.
- 4                   • **Capital Spending Plan**
- 5                   ○ FY2021 administrative plan to freeze capital spending for first 6 months of the fiscal year to see
- 6                   how budgets are doing.
- 7                   ○ Report mid-year to the council on budget to adjust revenues and expenses. Make decision at that
- 8                   time whether to allow capital expenses or redirect this money to help cover unforeseen budget
- 9                   issues.

10                   The memo concluded the goals of the discussion are to consider current and potential future budgetary conditions,  
11 discuss items for truth in taxation hearing and confirm if anything needs to change, and reach consensus on plan to bridge the  
12 gap on revenue shortfalls, if any, for FY2021.

13                   Mr. Bovero and Mr. Marshall reviewed the staff memo and facilitated high level discussion among the Council  
14 regarding the ongoing budget development process and appropriate adjustments responsive to the COVID-19 pandemic. The  
15 Council discussed options for covering a budget shortfall; this discussion centered on a combination of the use of a portion of  
16 the City’s General Fund Balance (rainy day fund) and increased property tax revenue associated with an action to either  
17 maintain or increase the current property tax rate. The Council indicated they wish to pursue adjustments to the City’s  
18 Recruitment and Retention Policy by allowing for a benchmark study for a Department undergoing their biennial review and  
19 considering salary adjustments for positions that are more than five percent below the market. However, the Council believes  
20 that there will be lingering impacts on the economy associated with COVID-19 and it may be necessary to consider reducing  
21 the property tax rate increase to reduce the burden on Syracuse residents. They indicated they are hesitant to spend ‘rainy day  
22 funds’ for ongoing expenses; rather, they only want to use those funds for one-time expenses in the coming FY. There was a  
23 heavy focus on the timing of the creation of new Fire Fighter positions as well as the timing of funding salary increases in the  
24 Police Department. Mr. Marshall provided dollar amounts for funding two Fire Fighter positions in July and the third in  
25 January as well as funding half of the Police Department wage increases in July and the other half in January. Fire Chief  
26 Byington indicated that as part-time positions in his Department are vacated, he can hold off on filling those positions to help  
27 in funding the full-time positions. He indicated that there are currently two vacant part-time positions and he can hold off on

1 filling them. When a third position is vacated, there should be sufficient funding to pursue hiring an additional full-time Fire  
2 Fighter. The Council participated in philosophical debate regarding the appropriate property tax rate increase to consider  
3 based upon current economy conditions. Councilmembers indicated they initially supported the 17 percent tax increase,  
4 which is included in the tentative budget, but offered support for considering a reduced rate increase – approximately 12  
5 percent – to reduce the burden on citizens while still meeting the needs of the City. Mr. Bovero stated this reduction would  
6 fund half of the programmed wage increases in the Police Department; funding of the three new Fire Fighter positions (based  
7 upon not filling three vacant part-time positions); funding increased Utah Retirement Systems (URS) contributions for public  
8 safety employees; and funding regularly scheduled merit increases for City employees.

9  
10 **Planning item Review Planning Commission**  
11 **recommendation regarding amendments to Syracuse**  
12 **City Code Section 10.92 pertaining to Mixed-Use**  
13 **Development (MXD) Zone ordinance.**

14 A staff memo from the Community and Economic Development (CED) Department explained in fall of 2019, the  
15 city enacted the Mixed-Use Development Zone. The purpose of the zone states that the intent is to create, "traditional  
16 neighborhoods where residents can work, play, shop, and live that are strategically designed to create a symbiotic relationship  
17 by allowing for a combination of commercial and residential uses. These neighborhoods are meant to boost the city's daytime  
18 population, which is anticipated to support local businesses and increase sales tax revenue." Shortly after enacting the zoning  
19 legislation, the City promptly received two applications from developers requesting the zoning in order to build the mixed-  
20 use projects. The applications were controversial with residents and also contained mostly residential housing and little  
21 commercial, which would not 'increase sales tax revenue' significantly. After reviewing the projects, the city council felt it  
22 necessary to amend the language to clarify what the minimum amount of commercial that is required in a mixed-use project,  
23 and what qualities must a commercial space contain to 'count' towards the required commercial square footages for a project.  
24 It was also desired to strengthen the height allowances when 'adjacent' to single family neighborhoods. Much healthy debate  
25 was completed by both the City Council and Planning Commission on the merits of the zoning language.

1           The Planning Commission held a public hearing on the subject on May 19, 2020. There were no public comments  
2 fielded but around a half dozen residents attended the meeting to gather information. Planning Commission agreed to the  
3 changes envisioned with the council except for two things. First, they felt that it was important that when the commercial was  
4 being 'outsourced' to a partner site, that the partner site should be right next door with a shared property line. They also felt  
5 that not all of the required commercial should be allowed to be placed on the partner site. The ratio that was agreed upon was  
6 a 70 percent/30 percent split. So at least 30 percent of the required square footage must be built on site. The second  
7 recommendation was in relation to buildings that are entirely commercial without a residential mix. The Commission found  
8 that high quality architecture was of upmost importance in order to preserve property values and fears that a one story,  
9 standalone commercial building would be out of scale and not congruent to the rest of the development. They recommend  
10 keeping the requirement that all commercial buildings be two stories tall and match the 'vertical mixed-use motif'. Please see  
11 the attached language as proposed by the Planning Commission.

12           Mr. Steele reviewed his staff memo and facilitated Council review of the Planning Commission's proposed  
13 adjustments to the MXD ordinance. Council discussion focused on the appropriate ratio of commercial to residential use on a  
14 single property or on a partner site and whether ratios should be different for properties within the City Center compared to  
15 those outside of the City center; architectural themes; and appropriate parameters for mixed-use development project  
16 development agreements. The Council concluded to allow 100 percent off-site commercial development on a partner site for  
17 properties located outside the town center, but that mixed use development within the town center must have all commercial  
18 development on the same site as residential development or immediately adjacent to residential development and that a  
19 consistent architectural theme would be required.

20           Mr. Steele then stated there was a discussion among the Planning Commission regarding mixed-use projects that are  
21 entirely commercial and he reviewed the proposed criteria developed by the Planning Commission. They were focused on  
22 architectural themes in the Town Center. The Council reviewed the criteria and, upon brief debate of the potential conflict for  
23 varying building heights (in stories) for commercial and residential buildings, they concluded to support the recommendation  
24 of the Planning Commission.

25           Mayor Gailey asked that Mr. Steele adjust the proposed ordinance responsive to the feedback provided by the City  
26 Council and include an action item on the June 9 business meeting for consideration of the amendments.

27



1 **Discussion regarding Youth City Council.**

2 Mayor Gailey used the aid of a PowerPoint presentation to summarize his proposal for reorganizing the Youth City  
3 Council and developing a leadership model for the group. Councilmember Bingham stated she has become very aware of the  
4 need to include as many of the community's youth in these types of programs as a means of addressing the concerning issues  
5 that teens are facing. Facilitating involvement in this type of program will aid youth in being resilient when faced with so  
6 many of the pressures present in the world today. Mayor Gailey indicated that he has been working with Councilmembers  
7 Bingham and Bolduc, as well as representatives of City Administration, to develop this proposed leadership model; the  
8 symbol that the model is patterned after is the wagon wheel, which contains a hub and 12 spokes that make up the rim. In this  
9 symbol, the Youth City Council is represented by the hub and the twelve spokes represent the twelve adults he recommends  
10 appointing as mentors. The Youth Council will be working with the North Davis Communities That Care Coalition. (NDCTC). This  
11 group is organized under the guidance of the Davis County Behavior Health and the Davis Health Department. It represents the same area  
12 that Syracuse High School and Clearfield High School serve, with their feeder schools. NDCTC is the clip that will unite the efforts made  
13 with both schools. Mayor Gailey summarized the proposed membership of the Youth City Council as well as the duties and responsibilities  
14 of both the youth and the directors that will be appointed; he is recommending selection of 32 youth with no quota from any school in the  
15 area, and 12 adult advisors. The group will develop their own bylaws that will be approved by the City Council. Youth membership will be  
16 considered each year and terms will be defined for the adult advisors. Mayor Gailey concluded by presenting the timeline he has proposed  
17 for selecting adult advisors, youth members, and formally creating the Youth City Council.

18 There was brief high-level discussion among the Council regarding topics such as the manner in which youth applications will be  
19 solicited and the type of work to be performed by the Youth City Council and its leaders; the Council ultimately concluded to support the  
20 proposal. Mayor Gailey stated he will be coming to the Council in June to request their consideration of the adult advisors he would like to  
21 appoint.

22  
23 **Continued review/discussion of draft policy regarding**  
24 **fee reductions or waivers for use of City facilities**

25 A staff memo from the City Manager explained from time to time, the City receives requests for a waiver or  
26 reduction of fees charged for utilization of City facilities or services. These requests are usually from people associated with  
27 non-profit, charitable, or service-related organizations or causes. Cities are required to study the costs and benefits of granting

1 these requests, and hold a public hearing prior to a decision, unless the City is a sponsor. The memo summarized the purpose  
2 for having a policy as follows:

- 3 ○ Rather than processing each request separately and holding a public hearing for each application, a  
4 policy would grant the Administration the ability to automatically approve fee waivers or reductions  
5 based on preset criteria established by the Council.
- 6 ○ A policy would save the City in administrative time and money.
- 7 ○ A policy would allow applicants to receive a decision on their request in a timelier manner.
- 8 ○ A policy would provide a way for the City to participate in charitable or service-related efforts in the  
9 community. This, in part, helps the City fulfill its mission of "...promoting community pride..."

10 Pursuant to the April City Council work session, the following edits were made:

- 11 1. For-profit entities entering into a 5-year agreement will be eligible "up to" the stated amounts. This gives  
12 the Council a sliding scale on the waiver based on the merits of the event.
- 13 2. 5-year event contract requires Council approval.
- 14 3. Waiver request can be denied due to conflicts with City programs.

15 The memo concluded the goals of the discussion are to review the proposed draft policy and provide direction to  
16 Administration regarding the timing of action on the policy.

17 Mr. Bovero reviewed his staff memo and drew the Council's attention to the three amendments that have been made  
18 responsive to the Council's discussion of the proposed policy during the April 21 work session meeting. The Council stated  
19 they are pleased with the adjustments made and are comfortable acting to adopt the proposed policy during the June 9  
20 business meeting.

## 21 22 **Discussion of future agenda items/Council announcements.**

23 The Council briefly discussed their desire for future agenda items. There was also general discussion regarding  
24 current operations and needed adjustments to community events and programs in response to the COVID-19 pandemic.

25  
26  
27 The meeting adjourned at 10:12 p.m.

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8

\_\_\_\_\_  
Mike Gailey  
Mayor

\_\_\_\_\_  
Cassie Z. Brown, MMC  
City Recorder

Date approved: \_\_\_\_\_



# COUNCIL AGENDA

SPECIAL MEETING

June 23, 2020

## Agenda Item #3

Resolution Authorizing Mayor to Execute the Second Amendment to the Development Agreement for Edgewater Park Subdivision.

### *Factual Summation*

- The Developer and City entered into a Development Agreement last year, and the Council authorized an amendment last month addressing the dedication of trail.
- The buyer of the development would like two further references to the trail dedication to be removed from the agreement, in order to ensure that they will not be perceived as breaching the agreement when the land is not dedicated to the city.
- This does not affect any other provision, and is largely a housekeeping measure.

### *Action Items*

The following items outline the actions to be taken:

1. Vote on whether to approve the resolution.

## **RESOLUTION R20-22**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE THE SECOND AMENDMENT TO THE DEVELOPMENT AGREEMENT REGARDING THE EDGEWATER PARK SUBDIVISION.**

**WHEREAS**, the City and Monterey Properties, LLC (the “Developer”) have entered into a development agreement concerning the development of the Edgewater Park subdivision in Syracuse, Utah; and

**WHEREAS**, the City Council previously approved the amendment of the Development Agreement; and

**WHEREAS**, the Developer has requested that the City further amend other provisions to ensure that all of the obligations between the parties are clear and understood; and

**WHEREAS**, the City Council finds that the recommended amendments are consistent with the City’s expectation of the Developer,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Approval.** The Mayor is hereby authorized to execute the Second Amendment to the Development Agreement for Edgewater Park (Syracuse City, Davis County, Utah). The Amendment is attached to this Resolution as “Exhibit A.”

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 23<sup>rd</sup> DAY OF JUNE, 2020.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, MMC  
City Recorder

By: \_\_\_\_\_  
Mike Gailey  
Mayor

Voting by the City Council:

|                       | “AYE” | “NAY” |
|-----------------------|-------|-------|
| Councilmember Bingham | _____ | _____ |
| Councilmember Bolduc  | _____ | _____ |
| Councilmember Maughan | _____ | _____ |
| Councilmember Savage  | _____ | _____ |
| Councilmember Teague  | _____ | _____ |

**EXHIBIT “A”**

**SECOND AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR  
EDGEWATER PARK (SYRACUSE CITY, DAVIS COUNTY, UTAH)**

THIS SECOND AMENDMENT (this “Second Amendment”) is entered into on this \_\_\_ day of \_\_\_\_\_, 2020, amending the AGREEMENT entered into by and between Syracuse City, a municipal corporation of the State of Utah, (herein referred to as the "City"); and Monterey Properties, LLC (“Developer”), dated November 8, 2019, for the Edgewater Park Subdivision located in Syracuse, Utah (the “Agreement”), as amended by that certain First Amendment to the Development agreement for Edgewater Park approved by the City on \_\_\_\_\_, 2020 (the “First Amendment”).

The First Amendment made changes to Section 9.2 of the Development Agreement regarding the trail running parallel with Bluff Road, but did not make consistent changes to the other sections of the Development Agreement referencing the trail. This Second Amendment revises those other sections of the Development Agreement referencing the trail to be consistent with the First Amendment and avoid any future confusion.

Accordingly, pursuant to Section 19 of the Agreement, Recital “A” is amended as follows, with strikethrough text indicated deletions, and underlined text indicating additions:

- A. The Developer owns approximately 12.579 acres of property located at approximately 2950 South Bluff Road in Syracuse, Davis County, Utah, as more particularly described in Exhibit A, which is attached hereto and by this referenced made a part hereof (the “Property”). In connection with the subdivision plat approval of the Property, certain portions of the Property will be dedicated and conveyed to the City (~~the trail corridor running parallel with Bluff Road and i.e., the land under Bluff Road~~), which will reduce the developable acreage of the Property to approximately 11.13 acres by the amount of land so dedicated to the City.

In addition, Section 6.1 of the Agreement is amended as follows, with strikethrough text indicated deletions, and underlined text indicating additions:

6.1 Minimum Acres. The Project is approximately 12.579 total acres and each Phase of the Project exceeds the minimum 4.5 acres requirement of the City Code. After dedicating ~~the trail corridor along Bluff Road to the City or the United States of America Bureau of Reclamation/Layton Canal Co., as well as the Bluff Road land~~ to the City itself, and taking into account that the trail corridor along Bluff Road will not be developed for residential uses, the net developable acreage of the Project is approximately 11.13 acres.

No other provisions of the Agreement are modified, and all unamended provisions remain in full force and effect.

WHEREFORE, the Parties hereto have signed this Amendment to the Agreement the day and year first above written.

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Mayor Mike Gailey

\_\_\_\_\_  
City Recorder

STATE OF UTAH            )  
                                      : ss.  
COUNTY OF DAVIS        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020 personally appeared before me Mike Gailey, who duly acknowledged to me that he is the Mayor of SYRACUSE CITY, UTAH and that the document was signed by him in behalf of said corporation, and acknowledged to me that said corporation executed the same.

\_\_\_\_\_  
NOTARY PUBLIC

**MONTEREY PROPERTIES, LLC**

By \_\_\_\_\_  
Michelle Prince, Manager

STATE OF UTAH            )  
                                      : ss.  
COUNTY OF DAVIS        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020 personally appeared before me Michelle Prince, who duly acknowledged to me that she is the Manager of MONTEREY PROPERTIES, LLC and that the document was signed by her in behalf of said limited liability company, and acknowledged to me that said company executed the same.

\_\_\_\_\_  
NOTARY PUBLIC