

Minutes of the Work Session meeting of the Syracuse City Council held on April 14, 2020 at 6:44 p.m., held virtually via Zoom, meeting ID 718-901-726, 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
Jordan Savage
Seth Teague

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 continue review/discussion of Syracuse City Code Section 10.92 pertaining to the Mixed-Use Development Zone (MXD).

Discussion with Museum Board regarding operations and budget matters.

A staff memo from City Manager Bovero explained the **Museum Board** is public body of the City that is appointed by the Mayor with the advice and consent of the City Council. The **Museum Foundation** is a private non-profit that was set up to care for the displays and fund the museum programs. Currently, the Museum Foundation Board members are also the City Museum Board members. By City ordinance, the Museum Board is responsible for the day-to-day management and operations for the Museum. The City owns and maintains the buildings and grounds for the use and operation of the museum. Due to the aging demographic of the Museum Board members, a few issues have cropped up over the last few years. First, there is a risk that knowledge of the both the history of the City and the institutional knowledge of the museum could be lost. Last year, the City appropriated \$11,375 for a Museum Curator, a position now occupied by Annie Bommer. Dean Hill is the president of the Museum Foundation and will be presenting at the Council meeting to discuss the needs of the museum in detail. Attached you will find supporting information. Regarding staffing assistance to the museum, the City ordinance says: "The City shall provide employee support in fulfilling the requirements of this chapter. Use of City employees or other City resources beyond the requirements herein established shall be requested and approved by a majority vote of the City Council." The memo concluded the goals of this discussion are to listen and understand the issues facing the museum and its goals and consider solutions and budgetary matters to meet the goals of the museum.

Mr. Bovero reviewed his staff memo.

Mr. Hill and Ms. Bommer used the aid of a PowerPoint presentation to discuss museum operations and budget needs; accomplishments at the Museum include the following:

Accomplishments

- Collaboration with Antelope Island
 - Antelope Island is the most visited state park in Utah. The staff has agreed to collaborate with the museum on advertising and programming. Brochures and large signs advertising the museum will be placed in various locations. The museum has also been granted the opportunity to have a presence at Island-sponsored events, and Antelope Island has agreed to participate in museum events.
- Community events

- Night at the Museum brought over 200 visitors
 - Mid-Winter Fest brought around 250 visitors
 - Artifacts at Home web-series on Facebook*
 - Over 6k views in roughly 3 weeks, museums from all over the state have begun following the page since the videos, including the Utah Museum Association.
 - New videos are posted every Tuesday, Wednesday, and Thursday. They were created in response to the nation-wide call for museums to create content that school-age children could engage with at home as a supplement to their educational curriculum.
 - \$8,000 grant from UDOT
 - Money to use for projects of the museums deciding (repairs, renovation, displays, educational programming)
 - Educational programs for visitors of all ages
 - Junior Curator book (similar to National Parks Junior Ranger Books, provides an activity-based guide for learning about the museum)
 - Applied for a project grant from the Utah Division of Arts and Museums to create a city-wide historical scavenger hunt that will include an app that visitors can download. Project will begin in July 2020.
- Ongoing goals for the Museum include:
- Put Syracuse on the map as a Gateway to Antelope Island, teach the history of life along the Great Salt Lake
 - Syracuse has the potential of becoming a spot for tourism based on its geographical and historical elements.
 - Prepare for the influx of tourists with recently announced community development
 - With the newly announced major construction, a ten-fold increase in visitors to the city should be expected when the building opens.
 - Topic and curriculum specific tours for schools
 - The museum can create programming and tours that will coincide with curriculum, creating an invaluable partnership and promising returning groups of visitors.
 - Increased Community Involvement
 - Community involvement is the best way to get the museum's name into the world. By hosting, creating, and participating in events, the museum can become a staple entity in the community.
 - Increased number of volunteers and interns
 - The museum has been asked to sponsor service missionaries that will be assigned to assist with specific projects to further the museum's growth.

Mr. Hill then noted Utah communities of MUCH smaller populations have stepped up to employ professional staff for their museums. Syracuse has 25,000 people. Helper (2,200) has a full-time professional director. Brigham City (18,000) has a full-time director, plus another 2.5 FTEs. Hyrum (8,500) has 1.5 FTE divided over two people. Even Green River, Utah, a community of only 900 people, values its museum enough to fund THREE full time professional positions. Layton, admittedly bigger than Syracuse at 77,000, has long had a full-time director who has made the museum a solid community anchor. By investing in their staff, these cities have turned their museums from repositories of old stuff to places of story and community engagement. If Syracuse City wishes to preserve its history and educate its residents about it – which is so vital in a time of such great change in Davis County – City leaders will need to consider what it means to invest in a living institution rather than a warehouse. A living institution will also attract funding and resources. There is a trend in Davis County of “buy” and “play” local – the town's museum could be a real anchor to that, but it will never gain traction on 1.5 days per week of dedicated effort, even if that is augmented by volunteer hours. It's just hard to sustain over time and it will be difficult for the city to attract and KEEP a consistent professional leader unless it invests in a real position. He noted that he fears the City will lose Ms. Bommer to another Museum; many have noticed her skills and the great work she has done in Syracuse and she may be attracted to a position that may be higher paying and offer more hours than what she currently has access to at Syracuse. He recommended the City consider opportunities for retraining Ms. Bommer.

The Council thanked Mr. Hill and Ms. Bommer for the information provided and for their great support of preserving Syracuse's history. They specifically thanked Ms. Bommer for her energy and for the amazing job she is doing in promoting the museum and its offerings. Parks and Recreation Director Robinson added that Ms. Bommer is a great asset for the City; she has exceeded the City's expectations for this position and she shares Mr. Hill's concern that Ms. Bommer may be recruited by other museums in the area.

Continued review/discussion of Syracuse City Code Section 10.92 pertaining to the Mixed-Use Development Zone (MXD).

A staff memo from the Community and Economic Development (CED) Department explained that on January 28, 2020 the Council directed staff to place the Mixed-Use Development Zone (MXD) on the agenda for further review and a potential amendment. The City has two current applications for rezone to MXD and prior to voting on those applications, the Council desired to review the ordinance based off concerns of residents and Councilmembers. The Council has tabled those two applications until the ordinance is reviewed.

Staff has developed draft revision language incorporating ideas discussed in recent work sessions. The revisions are relating to defining what 'adjacent' means, setting minimum standards for commercial within the mixed use so that a project is not 'overly' residential, and tying allowed building heights to provided commercial square footage.

Mr. Steele reviewed his memo and facilitated discussion among the Council regarding the adjustments he has made to the MXD ordinance responsive to feedback he has received from the Council over the course of the last several meetings. This included adjustments to the type of commercial sought in MXD zones; the ratio of commercial/residential space in a project; maximum building height for residential buildings in a MXD project; clarification of the definition of the term 'adjacent' for ensuring proper buffering and scaling between different land uses; the situations under which the City would allow 100 percent residential development of MXD property when a "partner site" has been identified for the commercial component; and allowance for grouping of commercial uses in a MXD project rather than spreading the use along a project's frontage.

Council discussion of the draft ordinance amendments centered on standards for commercial development within an MXD project, with Councilmember Savage asking if a drive-through restaurant would be allowed. Mr. Steele answered yes. Councilmember Savage stated he does not have any additional concerns about the draft text and is comfortable forwarding it to the Planning Commission for their review and a recommendation.

Councilmember Bolduc referenced an error in numbering in the ordinance document and asked for rewording of the sentence that is intended to clarify that industrial/warehousing/storage unit land use is not considered to be a commercial use for the purposes of the MXD zone.

Councilmember Maughan discussed the concept of identifying a "partner site" for the commercial component of an MXD project and noted it was his understanding that the two properties must be connected; however, the ordinance states that the partner site can be located ¼ of a mile away from the residential site. Councilmember Bolduc stated that it was her recollection that the partner commercial site could be located a distance from the residential site. Councilmember Maughan stated that if that is the case, it will be necessary for the City to determine how to document that the partner commercial site is related to the residential site in order to make an MXD project. This documentation needs to be easily searchable for future reference in order avoid the argument that the City has allowed an all-residential MXD project. This led to discussion of the manner in which approval of a residential site and partner commercial site would be documented.

Discussion then shifted to timing of different components of a MXD project and whether residential occupancy permits should be issued before a commercial development on the site or a partner site is completed; the Council communicated they want a development agreement for any MXD project to dictate the timing of commercial development be completed in conjunction with the timing of the construction of residential units. Mr. Steele stated that he feels it is possible to provide language in the ordinance regarding that matter with the knowledge that specific development agreement negotiations will occur for each MXD project that is proposed in the City. This would also include negotiations of design standards and architecture of the different components of the project and the Council engaged in philosophical discussion and debate regarding the appropriate unit site of residential units in a project, appropriate maximum building heights, and architectural requirements for commercial development.

Mayor Gailey stated his goal for this discussion was for the Council to reach a point in their deliberation of the ordinance that they are comfortable sending the item back to the Planning Commission for a formal recommendation. The Council concluded that they were comfortable forwarding the document to the Planning Commission so long as it is amended according to the feedback provided this evening. Mr. Steele stated he will amend the document and email it to the Council prior to submitting it to the Planning Commission for consideration.

Status report for applications for COVID-19 Emergency Business Loan Program funding

A staff memo from Community and Economic Development (CED) Director Steele explained on March 31, 2020 the Redevelopment Agency (RDA) Board unanimously voted to approve an emergency loan program for local businesses designed to help them weather the financial hardships related to COVID-19. Since that time, staff has developed the program process, contacted eligible businesses, and has received multiple loan applications. The Mayor assigned Councilmembers Bingham and Savage to serve on the sub-committee to help review applications and provide counsel. Many business owners have expressed gratitude to the City for making the loan program available.

Councilmember Bingham reviewed the loan program guidelines and noted 15 businesses have applied for funding. Loans carry a zero percent interest rate, three-year repayment term, and payments beginning January of 2021. All requests totaled \$311,000, but only \$250,000 was available. The sub-committee analyzed each funding request and asked applicants to explain their needs in order to determine the amount of funding that would be allocated to each applicant. The number of employees, business history in the City, and the businesses ability to repay the loan were heavily weighted. All applicants should receive some funding, though some will not receive the total amount the requested; the final meeting of the sub-committee is scheduled for tomorrow and final funding decisions will be made. Detailed information about the loans made will be provided to the entire City Council.

Councilmember Savage agreed with Councilmember Bingham's report and added that he felt the sub-committee has been careful to ensure sound decision making given the risk to taxpayer funds associated with the loan program. While some decisions were difficult, the sub-committee wanted to make sure they were making decisions based on ensuring the greatest benefit to the citizens of Syracuse.

Councilmember Teague stated this process may be used as a 'measuring stick' for the economic impact that COVID-19 has and will have on the local community and he asked for a report on what the sub-committee has observed. Councilmember Savage stated that he feels that the information communicated on the loan application and during interviews is largely what has been projected; local restaurants have been hard-hit as they are not open for sit-down service. However, he was surprised that some businesses did not apply for funding and that they seem to be weathering the storm somehow. He was happy to hear that most applicants were seeking assistance because they want to keep their employees and be able to pay them over the course of the next several months as the economy reopens. Councilmember Bingham agreed, but noted that if the current economic patterns are sustained for too much longer, the impact to some businesses will be catastrophic and some will not recover. If the leaders of the nation and states do not allow for the economy to reopen, she does not know how some businesses – especially those that are not considered essential – will survive.

Councilmember Bolduc thanked staff and Councilmembers Bingham and Savage for their work to respond so quickly to the situation.

Councilmember Maughan stated that he has been very concerned about the ability of the City to truly help businesses given the limited funding resources, but his concern was addressed by Councilmember Savage's comments as well as Councilmember Bingham's explanation of the manner in which applications were weighted. He stated that the loans are being made with taxpayer money and if there is no hope of a business repaying the loan, they should not receive funding.

Mr. Steele stated this process has been very eye opening for him and he reiterated that businesses are very grateful for the effort of the City to help them during this difficult time. He stated that the financial analysis of each applicant will be refined to determine the repayment ability of each of them. He then noted the City has set an example regionally; many cities have reached out to him and other members of City Administration to get more information about the emergency loan program. Mr. Bovero added he feels creation of the program was a good decision made by the RDA Board and he thanked Mr. Steele for his work on the program.

Councilmember Maughan asked if final lending amounts will be made public eventually, to which Mayor Gailey answered yes. City Attorney Roberts added that once the financial analysis of each business is complete and final loan decisions have been made, the loan amounts will be made public. The City is trying to avoid the public sharing of any sensitive financial information, which is why no detailed information has been shared to date.

Discussion of future agenda items/Council announcements

Councilmember Maughan stated that he would like to hear from Fire Marshall Berrett regarding the enforcement of fire code for different types of development projects occurring in the City. Councilmember Teague stated he would also like to have that discussion.

The meeting adjourned at 9:38 p.m.

City Council Work Session
April 14, 2020

Mike Gailey
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: May 12, 2020