

Minutes of the Work Session of the Syracuse City Council held on May 25, 2021 at 6:00 p.m., held virtually via Zoom, meeting ID 814 1379 7886, and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings Act Amendments, signed into law on June 25, 2020. Pursuant to written determination by the Mayor finding that conducting the meeting with an anchor location presents a substantial risk to the health and safety of those who may be present due to infections and potentially dangerous nature of Infectious Disease COVID-19 Novel Coronavirus.

Present: Councilmembers: Corinne N. Bolduc
Dave Maughan
Jordan Savage (excused from 6:22 p.m. to 7:07 p.m.)
W. Seth Teague

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

Excused: Councilmember Lisa W. Bingham

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

The purpose of the Work Session was to hear public comments; discuss proposed amendments to the Public Safety Impact Fee Analysis (IFA) and Impact Fee Facilities Plan; discuss draft Water Conservation Plan; discuss draft Secondary Water Drought Contingency Plan; discuss the following Planning items:

1. Application for General Plan Map amendment and Concept Plan approval for Syracuse West Planned Residential Development (PRD), located at approximately 2376 W. 1700 S.
2. Request to be on the agenda: Mike Butler, The Bird Scooters, to discuss the expansion of his scooter rental business into Syracuse City.
3. Potential text amendment in Syracuse City Code Section 10.30.010(F), regulating swimming pools in residential zones.
4. Proposed rezone of property at 1998 W. 2700 S., Single-Family Residential (R-2) and Agricultural (A-1) to Industrial (ID).
5. Proposed rezone of property at 1556 S. 2000 W., General Commercial (GC) to Mixed Use Development (MXD).
6. Potential text amendment in Syracuse City Code Section 10.100 pertaining to the Town Center Overlay Zone.
7. Report on results of Request for Proposals (RFP) for development of a Branding/Signage Plan for Syracuse City.

Discuss proposed amendments to budget for Fiscal Year (FY) ending June 30, 2021; discuss proposed updates to Fiscal Year (FY) 2021-2022 Wage Scale; discuss proposed Consolidated Fee Schedule amendments; continue reviewing Fiscal Year (FY) 2022 Tentative Budget; discuss proposed Interlocal Agreement with Clinton and Sunset Cities regarding Victim Services; discuss proposed amendment to Council Rules of Order and Procedure regarding virtual or electronic meetings; discuss proposed amendment to Interlocal Agreement with Davis County for Paramedic Services; participate in follow-up discussion regarding action taken on May 11, 2021 to authorize execution of Fiber Communications and Acquisition Contract with Utah Infrastructure Agency (UTOPIA); and discuss future agenda items/Council announcements.

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

Public comment.

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. Ms. Brown indicated she received no emails including public comments.

Mayor Gailey then invited Zoom participants and those attending in person at the meeting to provide public comments. There were no persons appearing to be heard.

Discussion regarding proposed amendments to the Public Safety Impact Fee Analysis (IFA) and Impact Fee Facilities Plan.

A staff memo from the Administrative Services Director explained Administration is bringing to the Council a proposed update to the Public Safety Impact Fee Analysis (IFA) and Impact Fee Facilities Plan (IFFP). This proposed change updates our costs with current values and adds the plan for a future fire station and additional vehicles over \$500,000 as allowed by the impact fee law. Because of these changes, the public safety impact fee would increase. The current fee is \$302 per household or \$0.21 per square foot of commercial. The proposed fee would increase to \$874 per household or \$0.75 per square foot of commercial. If the council approves this change, there would be a 90-day waiting period (September 6) from the approval date (June 8th) to enact the fee increase. Below is a comparison of impact fees with other cities.

Police Impact Fees	Single Family Dwelling
Provo	\$425.00
Saratoga Springs	\$400.16
Kaysville	\$356.00
American Fork	\$326.45
Spanish Fork	\$276.89
Layton	\$250.50
South Jordan	\$224.12
West Jordan	\$192.00
West Valley	\$188.44
Lindon	\$162.00
Orem-Both Service Areas	\$120.69
Clinton	\$110.00
Lehi	\$98.00
St George	\$95.00
Sandy	\$64.00
Salt Lake City	\$59.00
Syracuse	\$58.85

Fire/EMS Impact Fees	Single Family Dwelling
Syracuse	\$815.17
Herriman	\$444.08
Unified Fire Service Area	\$431.42
American Fork	\$429.30
South Jordan	\$343.19
St. George	\$320.00
Sandy	\$318.00
Kaysville	\$296.00
Spanish Fork	\$276.89
Layton	\$250.50
Orem	\$217.70

Provo	\$207.49
Clinton	\$200.00
Lehi	\$198.00
NDFD	\$181.00
Salt Lake City	\$171.00
Lindon	\$152.00
West Valley	\$80.68
West Jordan	\$33.00

The memo concluded the goal of this discussion is for the Council to determine if they wish to proceed with scheduling a public hearing to consider updating the City’s Public Safety IFA and IFFP plans as discussed above.

Mr. Marshall summarized his staff memo.

Suzie Becker, Zion’s Bank Public Finance, used the aid of a PowerPoint presentation to summarize the State law mandated process governing the development of impact fees. An impact fee is a one-time fee charged to new development to offset the capital costs associated with new development. Impact fees can only cover the costs of *system* improvements: police and fire stations, training facilities; and fire vehicles costing great than \$500,000. In order to charge an impact fee, the City must have an Impact Fee Facilities Plan (IFFP) and an Impact Fee Analysis (IFA). The IFFP defines and identifies the following:

- Existing service levels;
- Proposed service levels;
- Excess capacity;
- Demand created by new development;
- Consumption of excess capacity; and
- New facilities needed and cost.

The IFA includes:

- Proportionate share analysis;
- “Buy-In” excess capacity component;
- Construction cost of new facilities;
- Other costs – engineering, financial, fund balances; and
- Financing and credits.

Cost estimates are based upon growth, calls for service, defined service levels, and new facility costs. Ms. Becker reviewed the charts listed in Mr. Marshall’s memo above providing a comparison of Police impact fee calculations in other cities; she emphasized that Syracuse’s proposed Police Impact Fee is still lower than many other comparable cities in the State for a single-family dwelling. She noted that the City’s current fire facilities are at capacity; new growth will need to fund the new facilities need to meet demands created by growth. The City plans to construct Station 32 within the next 10 years and the cost of that project is estimated at \$5.9 million. This estimate was used to inform the proposal to increase the City’s Fire Impact Fee to \$815.17 per new single-family dwelling. The combined proposed Public Safety Impact Fee, which includes the Police and Fire impact fees, is \$874.01 in Fiscal Year (FY) 2021-2022 and \$897.38 in 2023. The current combined Public Safety Impact Fee is \$302.

High level discussion among the Council and Ms. Becker centered on the historical amendments to the City’s Public Safety Impact fee, and the formulas used to calculate construction costs of new facilities. The Council concluded to move the item to the next City Council business meeting for a public hearing and final action.

Councilmember Savage excused himself from the meeting at 6:22 p.m.

Discussion/review of draft Water Conservation Plan.

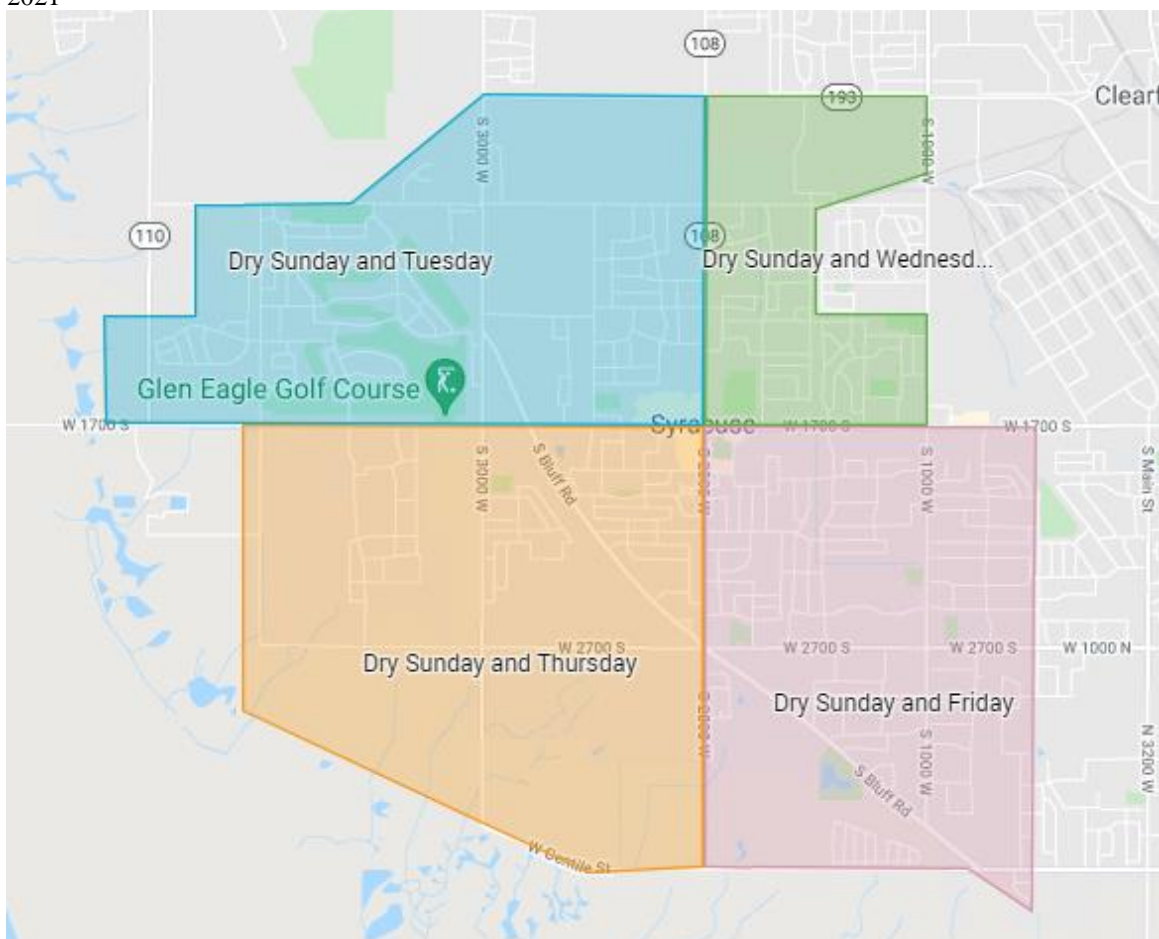
A staff memo from the Public Works Director explained the Utah Division of Water Resources has been charged with the administration of the Utah Water Conservation Plan Act (UCA 73-10-32), which requires each water district and public water system to submit a water conservation plan with updates every five years. The current plan was completed in 2015. The updated plan must be complete and submitted by July 15, 2021 as a draft for review. The final plan will include any redline comments from Water Resources staff and come back to the city council for a final approval in November. The final plan must be submitted to Water Resources by Dec 31, 2021. The main purpose of the water conservation plan is to reduce the per capita water use to support the statewide goal of reducing the per capita water consumption. The water conservation plan is a written document that contains existing and proposed water conservation measures describing what will be done by retail water providers, water conservancy districts, and the end user of water to help conserve water and limit

or reduce its use in the state in terms of per capita consumption so that adequate supplies of water are available for future needs. This plan must address water conservation for both culinary and secondary water. A draft has been prepared for discussion. Resources used for the draft include the current water data, current population data and updated projections, as well as plan recommendations checklist generated from the state. The memo concluded the goal of this discussion is to solicit Council input on the contents of the draft plan. The chart in Section 3 describes the history of water use in gallons per person each day. This should be considered in making a goal in Section 4.2. Syracuse is in the Weber River watershed. Section 4.1 shows a table indicating the goal should be 20 percent reduction by 2030 based upon water use in 2015. The reduction goal increases over time as indicated in the chart. The chart comes from a professional study performed to extend the governors water conservation efforts beyond 2025. It was issued to Utah Water Resources to administer. (Utah's Regional M&I Water Conservation Goals, November 2019, Hansen Allen & Luce Inc., Bowen Collins & Associates).

Mr. Whiteley reviewed his memo and facilitated discussion among the Council to determine if they are comfortable with the goals included in the Plan document. He indicated he will use the feedback provided to adjust the draft plan before it is submitted to the State of Utah for acceptance and ultimately back to the Council for final approval before the end of the calendar year. He stated that if any member of the Council has additional suggestions upon further review and consideration of the draft plan, they can email those suggestions to him.

Discussion/review of draft Secondary Water Drought Contingency Plan.

A staff memo from the Public Works Director explained secondary water supply is noticeably lower this year. Utah is in a declared D3 Extreme Drought. With the low inflows, reservoirs and the tank is draining faster than inflow water can provide. The shorter season length has helped a little, but more must be done. So far, this season the reservoirs and tank are depleting after 1.5 to 2 days. The only way to refill the reservoirs is to keep the system at low pressure and have a period of no use. Natural Resources Conservation Service tracks snow water equivalent, precipitation, reservoir storage, temperatures, and more. Utah hit record low precipitation and record low soil moisture. The snowmelt from the mountaintops has helped to moisten the soils but is not enough to flow into streams to fill the reservoirs. The memo noted Administration needs direction from the Council regarding whether to dictate mandatory no watering days. Staff recommends the Council consider one day a week of no watering for all properties to fully fill the system. This effort may help the system for two days and staff recommends supplementing that with only $\frac{3}{4}$ of the water users using the water throughout the rest of the week. The Utah Weekly Watering Guide has been a good resource but does not consider low water supply levels. Rather than refer to the Utah Weekly Watering Guide, water companies getting water from the Weber River are asking users to water one day each week. Syracuse could do the same and could update the website if it changes. Staff has prepared a letter to go out as soon as possible to give everyone information. Public information is going out about the low secondary water. Magazine articles have been published and will continue through the summer, information is on the website, the Mayor produced a video posted on the City's Facebook page. Staff can give a short briefing at each council meeting through the summer if so desired by the Mayor and Council.



Mr. Whiteley reviewed his staff memo and indicated he will continue to track and monitor the secondary water supply. He engaged in high level discussion among the Council regarding information and tips that can be provided to residents in an effort to reduce water usage and prevent water waste; Mr. Whiteley indicated that the Council could help the City by communicating water restrictions and recommendations to their constituents. Mayor Gailey also suggested that an update on the secondary water supply be added to each Planning Commission agenda.

Councilmember Savage rejoined the meeting at 7:07 p.m.

Planning item: Application for General Plan Map amendment and Concept Plan approval for Syracuse West Planned Residential Development (PRD), located at approximately 2376 W. 1700 S.

A staff memo from the Community and Economic Development (CED) Department provided the following information regarding the application:

Project Name:	Syracuse West
Location:	2376 W. 1700 S.
Current General Plan:	Commercial
Proposed General Plan:	High Density Residential
Current Zoning:	General Commercial
Proposed Zoning:	Planned Residential Development (PRD)
Acres:	3.56
Number of Units:	30
Units per Acre:	8.42

The applicants Brad Frost and Peter Matson from Ovation Homes are requesting to amend the General Plan Map with the intent to develop townhomes. The PRD zone approval process requires that a concept plan be submitted up front with the general plan amendment as the first step. If successful, the second step is to submit preliminary architectural, utility, grading, and landscape plans with the request to amend the zoning map.

The Planning Commission voted unanimously on May 18, 2021 to recommend approval of this item with an additional recommendation to connect their drive isle to the Canterbury Park parking lot. The goal of this discussion is to decide if the item is ready to be sent to a future business meeting for a vote or if more work session discussion is needed.

CED Director Steele reviewed the staff memo and facilitated a review of the concept plan for the proposed project; there was a heavy focus on the roads included in the project and parking accommodations and Councilmembers expressed concern about eliminating a commercial parcel in order to allow this project to proceed.

A resident in the audience, Terry Palmer, asked for an opportunity to address the Council. He agreed that it is concerning to eliminate a commercial parcel in the City's downtown area, but noted that it has been vacant for such a long period of time with no interest. He stated he feels the PRD would fit in the area well, so long as minor tweaks are made to the density and transportation layout.

Councilmembers agreed with Mr. Palmer's comments and asked that staff work with the applicant to make adjustments to the concept plan before the application is reviewed further.

Planning item: Request to be on the agenda: Mike Butler, The Bird Scooters, to discuss the expansion of his scooter rental business into Syracuse City.

A staff memo from the Community and Economic Development (CED) Department explained Mike Butler from The Bird Scooters would like to expand their scooter rental business to the city. He has requested some of your time to explain the business model and is seeking approval for a trial run. You may have seen the battery powered scooters zipping around sidewalks in hundreds of cities across the world and even increasingly more suburban areas. They can be an effective tool for increasing what is called 'micro mobility'. These are short trips between points of interest, like the bus stop and the grocery store, or movie theatre. You have to be over 18 to rent the scooters so not so much for students and schools. While this can be a novel business to make available for our residents, just like everything, it doesn't come with some potential negative things to consider. Since pedestrians travel at a much slower speed, and share the same sidewalk as the scooter, scooter/pedestrian conflicts do occur. Some cities complain of scooters being littered on sidewalks and parks creating tripping hazards, added work for lawn mowing crews, and visual clutter. Also, riders sometimes crash into things or get into accidents creating property damage, or even injury. Riders don't always wear helmets like they are supposed to, adding to potential injuries. Other cities have learned how to regulate this business and often incorporate one or multiple strategies. Some cities limit the areas scooters operate with something called a 'geofence'. There is also the ability to do a regulated maximum speed. You can also limit the total number of scooters deployed as well. Some cities limit parking to small, designated areas. Some require a portion of each transaction to be diverted to the city to cover added enforcement/management costs that are used to widen sidewalks or pay somebody to go out and make sure they are not laying on city sidewalks. There are many different scooter companies and cities often regulate how many are licensed to operate. The city currently does not have any regulations for this sort of thing. The company could technically apply for a business license right now, but from past experience, have learned it is best to engage with the city up front. Here is their website: <https://www.bird.co/map/>. Here is Sandy City's website for scooters: <https://sandy.utah.gov/722/Electric-Scooters>. The goal of this discussion is to learn more about the company and decide if Syracuse should entertain the creation of regulations for such a business and if a temporary operating agreement should be entered into to enable the business to operate on a trial basis.

CED Director Steele reviewed the staff memo and noted that Mr. Butler is not in attendance this evening and he suggested that this item be tabled until the next work session meeting to allow for input from the applicant. The Council supported the recommendation and indicated they would like detailed information about the technology that is utilized to create a geo-fence for the boundaries of the scooter program and a staff recommendation regarding regulations for this type of business and operation of electric scooters on City streets and sidewalks.

Planning item: Potential text amendment in Syracuse City Code Section 10.30.010(F), regulating swimming pools in residential zones.

A staff memo from the Community and Economic Development (CED) Department explained the Syracuse City Code defines swimming pools as any structure intended for swimming, recreational bathing, or wading that is over 24 inches deep and requires a building permit. The provisions of the adopted International Residential Building Code, Appendix (G), adopted by the City Council, shall govern the design and construction of swimming pools, spas, and hot tubs installed in or on the lot of a one- or two-family dwelling. Additionally, all ponds or pools over 24 inches deep in any residential zone shall comply with the following conditions and requirements:

- It shall not be located closer than eight feet to any property line.
- The swimming pool shall be walled or fenced to no less than 48 inches in height to prevent uncontrolled access by children from adjacent properties.

Hot tubs equipped with a lockable safety cover meeting the ASTM F1346-91 requirements are exempt from the fencing requirement and temporary swimming pools, or pools that do not have water pumps or heating systems and are of temporary nature shall not be left unattended. When said pool is not in use, it must be drained, and stored away from street view. If a temporary pool is left unattended with standing water, the pool shall be fenced to no less than 48 inches in height.

CED Director Steele reviewed the staff memo. Councilmember Savage stated that he asked for this agenda item because he has been approached by many residents who have indicated that the City's pool ordinance is one of the strictest in the State of Utah. He stated he would like for the Council to consider some adjustments to the ordinance that would still ensure safety, but would not seem as heavy-handed or punitive. He stated he would like to send the issue to the Planning Commission for a recommendation. Councilmember Maughan stated he would be willing to entertain a recommendation, but asked that the Planning Commission consider different regulations for above-ground and below-ground pools. The Council briefly discussed the request to send the matter to the Planning Commission and concluded to direct staff to seek a recommendation from that body.

Planning item: Proposed rezone of property at 1998 W. 2700 S., Single-Family Residential (R-2) and Agricultural (A-1) to Industrial (ID).

A staff memo from the Community and Economic Development (CED) Department provided the following information regarding the application:

Location:	1998 W. 2700 S.
Current General Plan:	Medium Density Residential
Current Zoning:	R-2 (Single-Family Residential at 3 units per acre) and A-1 (Agricultural at 0.5 units per acre)
Proposed Zoning:	Industrial (ID)
Acreage:	1.45 acres

The applicant is requesting approval of a rezone to accommodate a home business that is out of compliance with the City Code. Signage, operations, storage, and machinery use have all exceeded the limits of the Home Occupation Ordinance in the City Code with Fire Code violations that will need to be addressed regardless of rezone approval. An application for a General Plan amendment will be required as well but has not yet been received. To approve this rezone request, the City Council will also have to amend the General Plan Map at this location as the current General Plan designation which was updated in 2019 does not support the ID Zone. The property abuts single-family housing in the R-2 and A-1 Zones. There are currently five locations where the ID Zone abuts single-family zoning. In three of these locations, industrial uses abut single-family uses. These are the Trico Storage property at approximately 1850 South 750 West, West Davis Self Storage at approximately 3445 West 1700 South, and the Utah Onions/SCI property at approximately 1100 South 2000 West. The former are passive uses (storage units), and the latter is active (onion storage, shipping, and processing, and heavy equipment storage and use). During public hearings with the Planning Commission for site upgrades and expansions on the Utah Onions property, several complaints were brought forward by abutting residents that highlighted the incompatibility of residential and industrial uses. Complaints included dust, noise, noxious odors, and hours of operation that disturbed residents' enjoyment of their property. While the current business on the subject property is already industrial in nature, a rezone would allow for increases in operations intensity and for the property to be improved or redeveloped with an even more intensive industrial use. The memo concluded the Planning Commission voted six to one on May 4, 2021 to recommend approval of the zone change.

CED Director Steele reviewed the staff memo and facilitated discussion among the Council regarding the implications of the zone change. Several Councilmembers expressed concerns about allowing industrial zoning in a residential zone, but noted they do not want to prevent the property owner from continuing to operate what has been a home-based business for many years. They concluded to move the item to the next business meeting agenda for continued discussion and a vote.

Planning item: Proposed rezone of property at 1556 S. 2000 W., General Commercial (GC) to Mixed Use Development (MXD).

A staff memo from the Community and Economic Development (CED) Department provided the following information regarding the application:

Project Name:	Towns at City Center
Location:	1556 S. 2000 W.
Current General Plan:	Commercial
Current Zoning:	General Commercial
Proposed Zoning:	Mixed-Use Development (MXD)
Acreage:	.94
Units:	20

Units per Acre: 21.27

Applicants Josh Hughes and Doug Rich are requesting approval of a rezone to accommodate a townhome development with two commercial spaces, one on each end. Developments within the MXD zone also require a development agreement. The Planning Commission reviewed the item on May 18, 2021 and voted four to one to recommend denial of the project based off of parking concerns. They expressed a desire to reduce units to accommodate driveways in front of garages. Options include approve, approve with conditions, table for more discussion, or deny.

CED Director Steele reviewed the staff memo and facilitated a review of the draft conceptual plans for the project. Mayor Gailey invited input from the applicant, Josh Hughes. Mr. Hughes indicated he is very excited about this project, and he feels that it truly is the type of project the City envisioned when the MXD ordinance was enacted. Each unit is approximately 1,800 square feet in size, has four bedrooms and 3.5 baths, with a two-car garage. The project is dense, but will increase the population to support the most urban part of the City. The parking accommodations are in compliance with the MXD ordinance, and he is working with surrounding property owners to secure cross-parking agreements. He addressed the Planning Commission's recommendation of denial and stated he interprets their recommendation as more of a split vote than a denial; there were only five Commissioners present and they needed four votes to carry a motion. The body communicated they were not completely opposed, but they had some concerns about parking that they would like to see addressed before they could provide a recommendation of approval.

Councilmember Teague asked how parking regulations would be enforced in the project. Mr. Hughes stated there will be a homeowner's association (HOA) for the project, and the HOA will be self-regulation, which is typically a very successful arrangement. He does not envision too many parking issues given the units have two-car garages and there is on-street visitor parking. Councilmember Teague echoed Mr. Hughes' interpretation of the Planning Commission's vote; they did not want to table the application, but they could not support it with their concerns about parking, so they chose to vote in order for the application to move forward to the City Council.

Councilmember Maughan asked if there was any discussion of the lack of common space in the project area. Mr. Steele stated that the amount of open space provided meets the regulations of the MXD ordinance.

There was then high-level discussion among the Council and the applicant regarding the mix of uses and whether the layout hinders the viability of the commercial areas of the project. Mr. Hughes stated that he feels the design will provide for viable commercial, retail, and office development based upon current market trends. Mayor Gailey suggested that the application be moved forward to the next City Council business meeting agenda for continued discussion and action. Councilmember Maughan stated he is not opposed to that action, but he suggested that Mr. Hughes adjust the commercial areas of the concept plan to change the façade and increase attention on that area of the project. Councilmembers Savage and Bolduc agreed. Councilmember Teague added he would like to have clear information about whether the cross-parking agreements will be granted by the other property owners. Mr. Hughes stated that he is confident he can get those agreements worked out, but some of the other property owners have indicated they are not willing to enter into the agreements until they are sure that the project will be approved by the City. He will continue to work with the adjacent property owners and if he is able to make significant progress, he will secure a spot on the June 8 agenda; if not, he will inform staff that he needs to wait and continue discussion in the next work session meeting.

**Planning item: Potential text amendment in Syracuse City Code
Section 10.100 pertaining to the Town Center Overlay Zone.**

A staff memo from the Community and Economic Development (CED) Department explained one of the goals of the City's recently adopted Economic Development 'PEP' Plan is to "Establish the city as the "Un-I-15" alternative to 'typical' cities on the Wasatch Front." 'Typical' cities on the Wasatch Front are commonly built with automobile-oriented land uses and designs. The 2019 General Plan visioning committee identified during a survey that 'Highway Commercial' was among the least desirable themes for new development. The Town Center Overlay Zone implements standards with the goal to create a pedestrian friendly and mixed-use core. This is for economic development but also pedestrian safety. The city has experienced multiple pedestrian injuries and even death from auto collisions in recent history. There is a proposal to build a 'typical' gas station within the town center where there is concern that the proposed typical design will reduce pedestrian safety and detract from the desired mixed-use core. Recently a 'Designing for Pedestrian Safety' training was given to Planning Commission and this slideshow is included in this report as it relates to this topic of economic development branding and placemaking. The memo concluded the goal of the discussion is to review the previously established goals of the city and decide if an amendment to the Town Center Overlay Zone is needed in order to achieve said economic development goals.

CED Director Steele reviewed the staff memo and reviewed the attachments included in his staff report, which were photographs of the many signs in the City's Town Center Overlay Zone. He suggests adjustments to signs aimed at improving the appearance of the area and encouraging pedestrian activity. The Council engaged in philosophical discussion/debate regarding appropriate adjustments to signage regulations and other code regulations that contribute to the aesthetics of a given property. There was also a brief focus on the impact that higher signage design standards would have on

a business owner’s decision to locate in Syracuse. Mr. Steele stated he will utilize the feedback provided to adjust the proposed ordinance and present it to the Council for further consideration at a future meeting.

Planning item: Report on results of Request for Proposals (RFP) for development of a Branding/Signage Plan for Syracuse City.

A staff memo from the Community and Economic Development (CED) Department explained as previously discussed with the Council, a request for proposals (RFP) was posted inviting firms to assist the city in its branding and economic development efforts to create a unique sense of place. The mayor assigned Councilman Teague and Councilwoman Bolduc to serve on a selection committee to review the various proposals submitted by firms. There were three firms that responded to the RFP. The selection committee decided to go with Corbin Design because of their extensive experience and high-quality body of work. The City received bids from the following:

- Corbin Design - \$40,190
- Kimley Horn - \$35,000
- Selbert Perkins Design - \$65,000

The purpose of this discussion is to return and report on the progress for the firm selection for the Branding/Signage Plan. If Council is in agreement, then the service contract can be placed on a future agenda for approval.

CED Director Steele reviewed the staff memo and Councilmembers Teague and Bolduc reported on their involvement with the selection committee; the group was unanimous in their support for the Corbin Design response. There was a brief discussion regarding the next steps for the consultant, staff, and the City Council as the project proceeds. Mayor Gailey stated that the entire Council will have the ability to weigh in and vote upon any the signage plan and any subsequent signage regulations. Mayor Gailey added that he will add an item to the June 8 agenda to allow the Council to vote on execution of the contract.

Discussion/review of proposed amendments to budget for Fiscal Year (FY) ending June 30, 2021.

A staff memo from the Administrative Services Director explained the purpose of this agenda item is to consider changes to **operational and capital budgets** including:

- Public Safety Impact Plan update - ~\$10,000
- Sale of Freemont land to SAA and UDOT - \$4,417,200
- Purchase of Land from UDOT - \$1,929,100
- The UDOT transactions should happen around the end of June 2021.
- Allocation of FY21 Surplus to Capital Fund for Turf Conversion Projects.

Mr. Marshall reviewed the staff memo; a public hearing and action on the proposed amendments will be advertised for the June 8 business meeting.

Discussion/review of proposed updates to Fiscal Year (FY) 2021-2022 Wage Scale.

A staff memo from the Administrative Services Director referenced the proposed wage scale document included in the packet and explained the recommended changes to the wage scale are highlighted in red and green. Red are changes to existing wage scales with our benchmark adjustments. The items in green are proposed new positions. The new positions include:

- Street Maintenance Crew Leader – added at level of water crew leader.
- Engineering Tech – see benchmark data.
- Fire Captain / Paramedic – 15% above Fire Captain
- Fire Engineer / Paramedic – 15% above Fire Engineer
- Fire Fighter III / Paramedic – 15% above Fire Fighter III
- Fire Fighter II / Paramedic – 15% above Fire Fighter II
- Museum Curator / Communications Spec. – Conversion to Full Time

Administration requests that the Council consider allowing the Fire Chief to hire three paramedics at or near the top of the wage scale to help bring experienced leadership to the new program. Administration also plans to hire three paramedics at or around the midpoint of the wage scale and three near the bottom of the wage scale.

Below is a list of the benchmark adjustments by position. It shows the total market adjustment and also the 80% market adjustment that is included in the proposed budget:

Position	Change in Wage Scale (Avg%)	FY2022 - 80% of total
Police officer III	7.2%	3.8%

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Firefighter II	8.4%	5.2%
Fire Captain	8.6%	5.8%
Police Sergeant	7.8%	4.4%
Police Officer II	8.2%	5.0%
Firefighter III	9.3%	5.9%
Police Lieutenant	7.8%	4.7%
Park Maintenance Worker II	12.2%	7.8%
Fire Engineer	5.6%	3.4%
Police Chief	10.1%	7.6%
Fire Chief	7.2%	5.2%
Crossing Guard	7.0%	4.1%
Rec Site Supervisor	8.7%	6.5%
Passport Agent/Deputy Recorder	9.6%	7.7%
City Recorder	6.0%	4.8%
City Attorney	10.4%	8.3%
Victim Advocate	11.1%	8.9%
Administrative Assistant	8.0%	6.4%
Administrative Professional	5.2%	4.2%
Street Maintenance Worker III	16.7%	13.4%
Street Maintenance Worker I	12.1%	9.7%
Water Maintenance Worker III	10.4%	8.3%
City Engineer	7.2%	5.8%
Public Works Director	5.2%	4.2%
Environmental Maint. Worker II	5.4%	4.3%
Water Maintenance Worker II	6.9%	5.5%
Administrative Services Director	5.3%	4.2%
Administrative Assistant	8.0%	6.4%
Administrative Professional	5.2%	4.2%
Utility Billing Supervisor	10.8%	8.6%
Building Inspector I	10.3%	8.2%
Building Inspector II	7.8%	6.2%
Building Inspector III	7.7%	6.2%
Building Official	8.5%	6.8%
Business Licensing Clerk	9.7%	7.8%
City Manager	10.3%	8.2%
Code Enforcement Officer	8.4%	6.7%
IT Technician	18.9%	15.1%

Mr. Marshall reviewed the staff memo and he and Fire Chief Byington engaged in discussion with the Council regarding the proposals relating to the immediate actions to hire three paramedics at or near the top of their wage scale. Councilmembers Maughan and Savage stated it is important to consider a pay differential policy in the event that an employee is hired in a hybrid position and they are not necessarily operating in the most advanced position upon which their benchmark is based. City Manager Bovero and Chief Byington indicated they can monitor if that is something that is occurring on a regular basis and report back to the Council. There was also a brief discussion about benchmarking practices for positions that may be more involved or include greater responsibilities than their title may indicate.

Discussion/review of proposed Consolidated Fee Schedule amendments.

A staff memo from the Administrative Services Director provided a list of proposed changes to the consolidated fee schedule:

- Complete overhaul of our excavation permit fees. This was discussed with council at a previous meeting.
- Utility Rate Changes:
 - Garage: Increase of \$0.15 to fund new full-time engineering tech position.
 - Culinary Water: Increase of \$0.30 for water rate increases from Weber Basin Water and \$0.15 to fund new full-time engineering tech position.
 - Secondary Water: Increase of \$0.35 for water rate increases from irrigation companies and \$0.15 to fund new full-time engineering tech position.
 - Storm Water: \$0.15 to fund new full-time engineering tech position.
 - Reduce Sewer \$1.50 and Increase Secondary \$1.50 to help fund our 5-year capital projects list.
- Increase cross connection fine from \$100 to \$1000.
- Add \$150.00 per light installation fee for new development. This covers the cost of Rocky Mountain Power to connect the power to each light.
- Eliminate some ready post supplies that are no longer offered.
- Update to Public Safety impact fee from \$302.00 and \$0.21 per sq foot of commercial to \$874.00 and \$0.75 per sq foot of commercial. **This won't become effective until September 6, 2021.**

Mr. Marshall reviewed the staff memo and facilitated a brief discussion among the Council regarding the purpose or cause of miscellaneous fee adjustments. He noted a public hearing and action on the proposed amendments will be advertised for the June 8 business meeting.

Continued review of Fiscal Year (FY) 2022 Tentative Budget.

A staff memo from the Administrative Services Director included a list of proposed changes to the consolidated fee schedule:

- Complete overhaul of our excavation permit fees. This was discussed with council at a previous meeting.
- Utility Rate Changes:
 - Garage: Increase of \$0.15 to fund new full-time engineering tech position.
 - Culinary Water: Increase of \$0.30 for water rate increases from Weber Basin Water and \$0.15 to fund new full-time engineering tech position.
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- Add \$150.00 per light installation fee for new development. This covers the cost of Rocky Mountain Power to connect the power to each light.
- Eliminate some ready post supplies that are no longer offered.

Mr. Marshall reviewed his staff memo and identified the minor adjustments that he has performed in the budget document since the Council's last review of the document at the time they accepted the tentative budget.

Discussion/review of proposed Interlocal Agreement with Clinton and Sunset Cities regarding Victim Services.

A staff memo from the City Attorney explained Since 2017, the City has provided victim advocacy services thanks to a Victims of Crime Act grant through the federal government. The Grant is an 80-20 matching grant, requiring the agency to pay 20 percent of the program costs. Syracuse City has partnered with Clinton City over these four years, splitting the cost nearly equally, according to crime stats in each City. Syracuse has re-applied for another two years of grant funding; the application is pending but seems likely to be renewed. Sunset City was invited to participate in 2017, but did not join up at that time. City Administration approached Sunset again this year and asked if they wanted to join. Their council reportedly supports their joining up and in order to accomplish the cost-sharing, staff has proposed an Interlocal Agreement between the three agencies. Estimated costs are identified in the agreement, based upon the number of crimes in the respective jurisdictions. This matter was reviewed during the May 25 work session meeting and no provisions have been changed since that discussion regarding the agreement during the May 25 Work Session. Sunset City approved the Interlocal Agreement on May 18, 2021 and Clinton has not yet taken action.

Mr. Roberts reviewed his staff memo. Mayor Gailey directed staff to place an item on the consent calendar for the June 8 meeting to give the Council the ability to authorize execution of the Interlocal Agreement.

Discussion/review of proposed amendment to Council Rules of Order and Procedure regarding virtual or electronic meetings.

A staff memo from the City Attorney explained that in 2017, the Council adopted a resolution governing electronic meetings in order to permit remote participation by councilmembers. This was largely accomplished via telephone. The past year has demonstrated the convenience and viability of virtual meetings, particularly when they are through video conferencing. Our May Business Meeting was a hybrid format, with remote participation and broadcasting. Allowing both in-person and electronic participation will likely make our meetings more accessible to the community. Rather than keep the resolution separate from the Council’s Rules and Procedures, it is proposed that we absorb all or portions of the electronic meeting policy into our Rules for the sake of simplicity. While we are considering that absorption, it seems logical to also consider whether to amend those policies to be more flexible in allowing more electronic meetings. State law allows electronic meetings in non-pandemic situations. However, it does require an anchor location. Electronic meetings are governed by section [52-4-207](#) of the Utah Code. Here are some potential changes to the Electronic Meeting Policy that would loosen restrictions:

1. Section (2)(v) - Eliminate requirement for Councilmembers to give 72 hours advance notice before being permitted to participate remotely.
2. Section 6 - Removal or amendment of “two meeting maximum” rule, which prohibits electronic participation more than two voting meetings per calendar year.
3. Section 6 - Removal of restriction from participating in closed meetings electronically.
4. Add provisions addressing the electronic participation of the public, applicants, staff members, or those presenting to the Council – the hybrid meeting.
 - a. This could include allowance for remote participants to connect, give comment, make presentations, etc.
5. All of the defined terms in the policy are copied from OPMA. We could just refer to OPMA and adopt their definitions by reference. This would automatically update our definitions if the state law changes.
6. Many of the provisions of the policy are found in City code, as well. See [SMC § 2.10.030\(E\)](#). They are not entirely in sync with one another. We could amend our code to remove those sections (relying entirely upon the Rules of Procedure), or we could amend the code sections and refer to it in the Rules.

The memo concluded the goals of this discussion are:

1. Discuss amendments to the electronic meetings policy of the city and determine the best location for these policies to be reposed.
2. Direct staff to prepare associated amendments to policy documents or ordinances, for consideration at a future business meeting.

Mr. Roberts and City Recorder Brown facilitated discussion among the Council regarding the concept of adjusting rules of order and procedure and electronic participation rules to encompass virtual meetings or a hybrid in-person/virtual meetings. The Council concluded to pursue amendments to the documents that regulate their meetings to allow for virtual participation in any open meeting of the Governing Body. However, for a closed executive session, a stricter regulation may be appropriate and the Council directed staff to consider language that would ensure a member of the Governing Body participating virtually in a close session can do so in a manner that protects the sensitive information being discussed. They also suggested an amendment that would give the host or chair of a meeting the ability to mute the microphone of a person who is participating virtually and is speaking in a manner that is out of order. In conclusion, there was a brief discussion about staff participating virtually in City Council meetings; the Council indicated they are comfortable with staff participating electronically in meetings where they do not have a specific agenda item or presentation that would be more effectively addressed if the staff person is physically present. Mr. Roberts stated he and Ms. Brown will work together to formulate edits to the documents responsive to the feedback provided by the Council tonight.

Discussion/review of proposed amendment to Interlocal Agreement with Davis County for Paramedic Services.

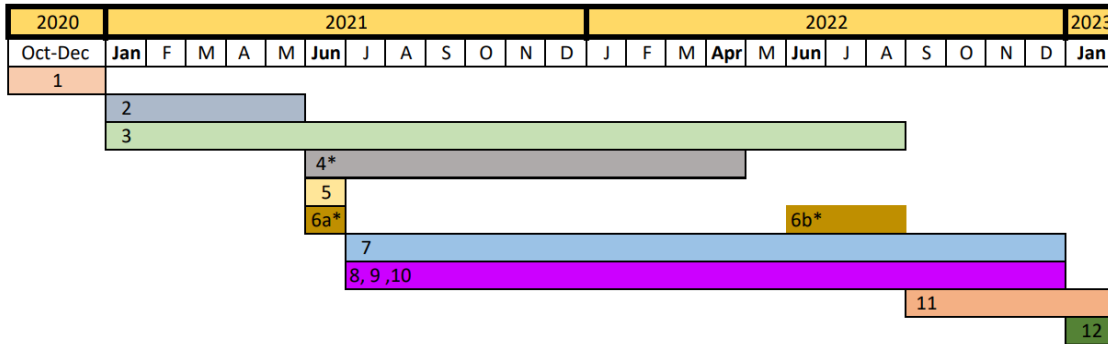
A staff memo from the City Manager explained the Council has discussed the issue of paramedic services on a number of occasions, specifically regarding the transition of paramedic services from Davis County to the municipalities. At the April business meeting, the Council authorized the execution of the interlocal agreement for paramedic services. Since that time, the Davis County Commission has decided to cover the cost of the county paramedics service during the transition period, while the cities are standing up their own paramedic units (see number 7 in the Timeline Milestones on the next page). This is a change to what is stipulated in the agreement that was already signed.

The memo provided a summary of the changes to the interlocal agreement:

- a. **Section 3-Cessation of County Services:** The date for the City to notify the other entities on the specific means by which it will provide paramedic service is changed from June 1, 2021 to August 30, 2021. This provides time for adoption of city budgets and Truth in Taxation hearings.

- b. **Section 7-Funding:** Amended to indicate the County will continue to fund the county paramedic service during the transition period, without contribution from the cities.

The county group described above has spent the last year working through the logistics and timeline of how a transition could safely take place. Below is representation of how that timeline might look:



Timeline Milestones

1. Discussion with City Councils.
2. Adopt interlocal agreement with County and other Cities.
3. Public information effort.
4. Formation or merging of cities and service districts where needed.
5. County eliminates the county paramedic tax levy.
6. ‘a’ and ‘b’: Cities adjust tax rates to take on additional costs.
7. Cities continue to pay County for paramedic service (*this will now be funded by the County*).
8. Departments apply for and receive license for paramedic service.
9. Departments hire and train new personnel.
10. Departments purchase necessary equipment and vehicles.
11. Cities begin providing paramedic services.
12. County eliminates county paramedic services.

Mr. Bovero reviewed his staff memo. The Council indicated they are comfortable with the proposed edit and directed staff to include an action item on the June 8 agenda to allow for approval of the amended agreement.

Follow-up discussion regarding action taken on May 11, 2021 to authorize execution of Fiber Communications and Acquisition Contract with Utah Infrastructure Agency (UTOPIA).

City Manager Bovero indicated the Council expressed interest in continued discussion of the decision made to enter into a contract with UTOPIA for fiber communications in the City in light of new information provided by another service provider in the area, Connex. He indicated a representative of Connex, David Brown, is in attendance to provide information to the Council and answer any questions they may have.

Mr. Brown first apologized for any negatively surrounding this issue and noted that he feels this is a matter of miscommunication between his business, City Administration, and the City Council. He noted that his company has targeted Syracuse as one of the top five of the 30 cities they wanted to expand service into and Connex has already completed their projects in the first three cities. He stated Connex is a very popular alternative to UTOPIA because it removes the risk that citizens potentially have if the City moves forward with the UTOPIA project. Connex is a franchisee that would build the entire fiber network in the City and would offer similar speeds and paths, but at lower pricing and with an open network. Connex has been in business for 20 years, and started construction of fiber optics with Rocky Mountain Power and the Utah Department of Transportation (UDOT) about five years ago. The companies plan was always to pursue open fiber networks and that is why he never joined with UTOPIA. He feels the UTOPIA model is antiquated and limits the City from partnering with other franchisees in the future. A 25-year agreement is very long for a service that is already widely accessible through private enterprise, and he feels that the City should not take on the risks associated with partnering with UTOPIA. However, he believes many cities have chosen that partnership because they were not aware of other alternatives. The cities that he has spoken with and provided information about the alternative to UTOPIA have all chosen to partner with Connex instead. He apologized for not being in contact with the City sooner and in advance of the decision being made to partner with UTOPIA, but he feels he must provide this information now while there is still time to back out of that agreement.

High level discussion among the Council and Mr. Brown centered on topics such as the funding model for Connex infrastructure, the visual impact that Connex structures would have on the City, pricing for customers, speed rates, and the business model and needed participation to make a Connex network successful in Syracuse. Several Councilmembers expressed concern about the timing of this discussion given that the City has been engaged with UTOPIA for the past few

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years and Connex should have had the ability to approach the City to offer an alternative option. They also indicated there is a great deal of data supporting the success of the UTOPIA model and similar data is not available for Connex. However, some Councilmembers stated they are still hesitant to move forward with UTOPIA given the lack of City participation in decisions regarding the entity's debt and the citizens' responsibility for debt service.

Councilmember Savage asked how long it would take for Connex to build out the entire fiber network in Syracuse, to which Mr. Brown answered a few years; he prefers to under-promise and over-perform.

Councilmember Teague asked if fiber would be available to the entire City. Mr. Brown stated that fiber will not be available to areas with a zero-percent take rate. Councilmember Teague stated that is one difference between Connex and UTOPIA in that UTOPIA has committed to make fiber available to all homes in the City.

Mayor Gailey then asked City Attorney Roberts to discuss the City's options at this point. Mr. Roberts indicated the City could rescind its approval of the contract before the UTOPIA Board accepts the contract with Syracuse City; however, he cannot state with certainty that the City has zero risk and liability associated with that action. Councilmember Savage stated that he would like to have continued discussion about the City's legal risk before making a final decision regarding the UTOPIA contract. Mayor Gailey suggested that an action item be placed on the June 8 agenda to give the Council the opportunity to reconsider their vote on the UTOPIA agreement in advance of approving the minutes of the May 11 meeting. Councilmember Maughan stated that is an acceptable approach, but before considering any type of partnership with Connex, he wants assurances from them that they will make fiber available to all households in the City within two years. Mr. Brown stated that from a franchise perspective, he is not willing to be legally bound to do something that other franchisees are not required to do. However, he is willing to work with the City to develop a broadband plan that would be independent of his franchise agreement.

The Council concluded to proceed as suggested by Mayor Gailey by placing an item on the June 8 business meeting agenda to provide the Council the opportunity to reconsider the UTOPIA action, if they so choose.

Discussion of future agenda items/Council announcements.

The Council discussed and reported on upcoming community events and discussed any needs for future agenda items.

The meeting adjourned at 10:43 p.m.

Mike Gailey
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: July 13, 2021