

Minutes of the Regular meeting of the Syracuse City Council held on March 8, 2016 at 7:13 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson
Corinne N. Bolduc
Mike Gailey
Karianne Lisonbee
Dave Maughan

Mayor Terry Palmer
City Manager Brody Bovero
City Recorder Cassie Z. Brown

City Employees Present:

City Attorney Paul Roberts
Finance Director Steve Marshall
Community Development Director Brigham Mellor
Public Works Director Robert Whiteley
Fire Chief Eric Froerer
Parks and Recreation Director Kresta Robinson
Police Chief Garret Atkin

7:13:55 PM

1. Meeting Called to Order/Adopt Agenda

Mayor Palmer called the meeting to order at 7:14:08 PM p.m. as a regularly scheduled meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember. Mayor Palmer provided an invocation. A local Boy Scout then led all present in the Pledge of Allegiance.

7:15:54 PM

COUNCILMEMBER BOLDUC MOVED TO ADOPT THE AGENDA. COUNCILMEMBER MAUGHAN SECONDED THE MOTION.

7:17:15 PM

2. Presentation of the Syracuse City and Wendy's "Award for Excellence" to Savanna Byington and Bayley Reed for the month of March 2016.

The City wishes to recognize citizens who strive for excellence in athletics, academics, arts and/or community service. To that end, in an effort to recognize students and individuals residing in the City, the Community and Economic Development, in conjunction with Jeff Gibson, present the recipients for the "Syracuse City & Wendy's Award for Excellence". This monthly award recognizes the outstanding performance of a male and female who excel in athletics, academics, arts, and/or community service. The monthly award recipients will each receive a certificate and be recognized at a City Council meeting; have their photograph placed at City Hall and the Community Center; be written about in the City Newsletter, City's Facebook and Twitter Feed, and City's website; be featured on the Wendy's product television; and receive a \$10 gift certificate to Wendy's.

Mayor Palmer noted both teens receiving the award for February 2016 were nominated by the Syracuse Arts Academy.

Savanna Byington:

Savanna is the leader of our HOPE Squad and Impact Team. She is an outstanding example of caring for others, working hard, succeeding in school, and including everyone! Recently, Savanna saw a student sitting alone at lunch and reached out to invite her to join a group with Savanna and friends. As the HOPE Squad president, she often receives reports of students in need and she answers the call willingly, either by reaching out to her peers or reporting serious issues in our school administration. Savanna genuinely cares for others! I am so grateful she is at Syracuse High! She is one of the reasons we are proud to be Titans.

Bayley Reed:

Bayley Reed is a senior at Syracuse High School. Throughout her life, music has been a fundamental part of her studies. She grew up taking piano lessons, and won many competitions throughout. In high school, she has been a

member of the A Cappella and Madrigals choirs for two years, serving as an Alto Section Leader, as well as accompanying many choirs and student soloists in their performances. She serves as the Women's Choir TA, where she accompanies their performances, keeps records, and assists in directing rehearsal. At Syracuse, she has taken multiple AP classes, including AP Music Theory. On top of her demanding school and performance schedule, she has her own piano studio where she teaches piano lessons to children. Bayley has a productive life because she wants to work hard and to do her best – no matter the challenge.

[7:20:50 PM](#)

COUNCILMEMBER MAUGHAN MOVED TO TAKE A BRIEF RECESS IN ORDER TO CONVENE IN THE SPECIAL REDEVELOPMENT AGENCY MEETING. COUNCILMEMBER GAILEY SECONDED THE MOTION.

The meeting reconvened at [7:44:17 PM](#)

[7:44:29 PM](#)

3. Request to be on the agenda: Hill Air Force Base (HAFB) representatives to discuss the 2016 Air Show.

An administrative staff memo explained representatives of Hill Air Force Base (HAFB) have requested time on the agenda to provide the Council and residents with a briefing regarding the Warriors Over the Wasatch Air Show. Lt. Col. Kris Long will take 5 minutes to present the goals of the air show and open house, talk about this year's theme, give expectations for the event such as disclosing prohibited items, changes to parking and busing and letting people know which gates to use. Finally, Col. Long will talk about who is scheduled to perform.

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Col. Long used the aid of a PowerPoint presentation to provide the Council with information regarding the 2016 Air Show and Open House. The event will be held June 25 and 26, 2016. The 2016 show, will commemorate the proud US Air Force heritage of integrity, service, and excellence that was forged at Kitty Hawk, tempered in the flames of war and discovery by its visionary leaders and pioneers, and honed by the selfless deeds of every generation of Airmen from the last century to the present day. HAFB is expecting over 600 attendees and visitors are encouraged to use the Roy and West Gates. There will be expanded busing and parking plans and HAFB is very grateful to the local communities and the State of Utah for their support. He stated the show is expected to result in an economic impact for the State of over \$20 million. The lineup of performers includes:

- USAF Thunderbirds
- US Army Golden Knights
- Breitling Jet Demo Team (inaugural US tour)
- Red Bull Demo Team w/ Kirby Chambliss
- Jack Links' Jet Powered Bi-Plane w/ John Klatt
- Mock Attack & Pyro Display (Guinness record?)
- Melissa & Rex Pemberton
- Bill Stein, Mark Peterson
- Smoke & Thunder
- Gary Rower, Buck Roetman
- Dan Buchanan, "Sticky" Strickland
- Greg Coyler, Mike Wiscus

It will be a great show and everyone is invited to attend.

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Councilmember Anderson thanked Col. Long for his service. Col. Long reciprocated Councilmember Anderson's gratitude and stated service to the public is what makes America great. Councilmember Anderson asked what Syracuse City can do to help; she indicated there may be options for parking and busing of attendees. Col. Long stated that he appreciates that pledge of support and indicated he would like to meet with City officials about such options.

[7:51:43 PM](#)

4. Approval of Minutes:

The following minutes were reviewed by the City Council: Work Session, Special Meeting, Regular Meeting, and Special MBA Meeting of February 9, 2016; Special Meeting of February 12, 2016; Work Session and Special Meeting of February 23, 2016; and the Special Meeting of February 26, 2016.

[7:52:00 PM](#)

Councilmember Maughan stated the February 9 business meeting minutes need to be corrected just after the 7:53 p.m. timestamp. The minutes indicate the motion was to adopt, but the actual motion was to table. He then noted that during the February 23 work session meeting he discussed his tree initiative and he indicated he would like to plant 100 trees, but the word trees is not plural in the minutes and he asked that be corrected. He then addressed the discussion of the Parks Advisory Committee during the February 23 special meeting at the 9:56 p.m. time stamp; the summation seems to be abbreviated to the point that it appears the Council did not appreciate the Committee and he asked that be reviewed before the minutes are published. He added the discussion seems to be singularly driven and that the Council took issue with the members of the Committee rather than their direction.

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COUNCILMEMBER LISONBEE MADE A MOTION TO APPROVE THE MINUTES OF THE WORK SESSION, SPECIAL MEETING, REGULAR MEETING, AND SPECIAL MBA MEETING OF FEBRUARY 9, 2016; SPECIAL MEETING OF FEBRUARY 12, 2016; WORK SESSION AND SPECIAL MEETING OF FEBRUARY 23, 2016; AND THE SPECIAL MEETING OF FEBRUARY 26, 2016, AS AMENDED. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

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5. Public comments

Ralph Vaughan first addressed the item listed on the Redevelopment Agency (RDA) meeting agenda regarding the tax incentive for Jin's Restaurant and he recommended that the RDA loan the company money with an interest rate; family owned businesses have the most difficult time staying in business and he recommends that they not be granted any money. If a loan is given the City should be in first position. He then referenced the presentation made by HAFB regarding the air show and he recommended the Council consider a proclamation declaring June 25 and 26 "HAFB Day" in Syracuse. He stated the installation is likely the largest economic engine in the City due to the amount of money their employees spend in local stores. He stated a proclamation would go a long way in expressing the City's support. He then stated there is a Coldwell Bank sign on 2000 North at 1175; it is trailer mounted and lit during the holidays and at over 32 square feet, it is violating the City's sign ordinance. He noted a resident is using the sign to advertise their home as being for sale and he asked that the City investigate the issue.

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Councilmember Maughan stated he feels it would be wonderful to recognize HAFB in some form, but the Air Show is an annual event and its date change from year to year; it may not be best to specify a certain day as HAFB day as that date may change every year. He stated he does think it is a wonderful idea to recognize them as many of the City's residents are employed there.

[8:00:59 PM](#)

6. Proposed Resolution R16-11 amending the Syracuse Arts Council bylaws.

A staff memo from the City Attorney explained The Syracuse Arts Council has prepared draft amendments to its by-laws, and submitted them for Council review. Proposed amendments include the following:

- Provides additional language and procedure for the creation of Committees over programs offered by the Arts Council, along with election provisions for those Committee Chairs (Art. IV, § 2)
- Provides a process for vetting potential board members needed on account of a vacancy, during Arts Council meetings, and adding a qualification of at least six months of service with the Arts Council. The Board would render a vote and forward the nominee to the Mayor. It also provides that if no one meets those qualifications, then the Arts Council would appoint the best volunteer by a unanimous vote. (Art. IV, § 4). This last provision, as written, conflicts with City ordinance. The discrepancy can be cleared up by changing the word "appoint" to "forward." Appointments to the Arts Council Board are made by the Mayor with advice and consent of the Council.

- Provides for the temporary filling of vacant Board positions pending official appointment by the Mayor and Council. (Art. IV, § 5). There is no provision addressing this in City code; if this is desirable, then code should be changed to accommodate the change.
- Calls for end of Committee Chair terms on August 31 each year. (Art. VI, § 3).
- Provides procedure for obtaining reimbursements (Art. VII, §2(C)).
- Permits Board to use donations as it deems appropriate, unless the donor specifies a purpose for a gift or bequest (Art. VII, § 3(B)).
- Identifies specific Committees, which will be led by Board members who serve as Committee Chairs (Art. VIII, §§3 – 9).
- Calls for Board to approve Production Producers and Directors by majority vote (Art. IX, § 1).
- Modifies the Good Neighbor Program to a sponsorship process (Art. XI, § 3).
- Changes the fiscal year of the Arts Council to Sept 1 – Aug 31 (Art. XIV).
- Adds provision which calls for City Council approval of by-law amendments if such amendments require changes to city code (Art. XV, § 2).
- Removes certain provisions, and replaces them with references to City code, throughout, as a means of reducing the length of the document and avoiding the need to amend by-laws with each code change.
- Other minor changes, throughout

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City Attorney Roberts reviewed his staff memo.

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The Council engaged in a discussion regarding the manner in which Arts Council vacancies have been filled in the past. Councilmember Lisonbee stated she would like for section four of the bylaws to be amended to indicate that no more than 20 percent of the Board be made up of temporary or contingent members at any given time. The Council supported this request. Arts Council Chair Judy Merrill stated she is also comfortable amending the bylaws as suggested by Councilmember Lisonbee. City Attorney Roberts indicated he can amend the bylaws document accordingly.

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COUNCILMEMBER MAUGHAN MADE A MOTION TO ADOPT RESOLUTION R16-11 AMENDING THE SYRACUSE ARTS COUNCIL BYLAWS WITH ADDITIONAL AMENDMENTS SUGGESTED BY THE CITY COUNCIL AND CITY ATTORNEY ROBERTS.

[8:08:25 PM](#)

COUNCILMEMBER LISONBEE MADE A SUBSTITUTE MOTION TO ADOPT RESOLUTION R16-11 AMENDING THE SYRACUSE ARTS COUNCIL BYLAWS WITH ADDITIONAL AMENDMENTS SUGGESTED BY THE CITY COUNCIL AND CITY ATTORNEY ROBERTS AND ALSO AMENDING ARTICLE II, SECTION B TO READ AS FOLLOWS:

“SECOND, TO FOSTER AND DEVELOP, THROUGH WORKSHOPS AND OTHER APPROPRIATE MEANS, THE ARTISTIC TALENTS AND SKILLS OF FAMILIES AND INDIVIDUALS PRIMARILY WITHIN THE SYRACUSE COMMUNITY.”

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Councilmember Lisonbee noted this change will not negate the use of participants from other communities, but it suggests that primarily Syracuse residents should be allowed to participate. Councilmember Maughan stated the Arts Council is currently primarily funded by grants that come from several businesses from the surrounding communities; an example of this is the grants received from Wal-Mart stores from other communities. If the bylaws are changed to restrict participants to primarily Syracuse residents, the Arts Council may not be eligible to receive those grants any longer. Councilmember Lisonbee stated she is not suggesting that residents from other communities not be allowed to participate; she is simply saying that participants should primarily be from Syracuse. She also argued that while the Arts Council received grants from businesses, the seed money from the City has been instrumental in allowing them to operate; in addition, the City provides the Arts Council with liability insurance and helped the Arts Council to attain their 501(c)3 designation, which allows them to operate in a non-profit status. She stated she simply wants the bylaws to indicate that this is the Syracuse

Arts Council and Syracuse residents should receive preference or at least be active and allowed to participate. She stated the change would not exclude residents from other cities. Councilmember Maughan stated the change to the bylaws could lead some to believe they deserve preferential treatment, which could be very problematic for the Arts Council Board. Councilmember Lisonbee stated that if the Arts Council wants to be independent of the City and obtain their own 501(c)3 designation and liability insurance, they can choose to utilize any residents they would like, but while they are operating with taxpayer funds, the Council needs to strive to represent the taxpayers. Councilmember Maughan stated that the majority of the participants are Syracuse, but he hesitates to implement a bylaw that would invite protest from a resident who feels they may not have been treated fairly because a resident from another community was given a role or opportunity over them.

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Mayor Palmer stated a substitute motion was made and he asked if there is a second to that motion. Ms. Merrill asked for clarification of the substitute motion, which Councilmember Lisonbee offered by again reading the statement she suggested be used to replace Article II, Section b. Ms. Merrill stated she feels this is very problematic because a resident from Syracuse who may not receive a role because it was given to a resident from another community can 'cry foul'; she added the rule is too arbitrary and choosing the best person for a role should be left to the creative talents of the Director and Producer of a Arts Council production. Councilmember Lisonbee stated she does not feel the language takes that away. Discussion and debate of Councilmember Lisonbee's suggested amendment to the bylaws continued.

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COUNCILMEMBER ANDERSON SECONDED COUNCILMEMBER LISONBEE'S SUBSTITITE MOTION.

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Councilmember Anderson offered an explanation for her second; she indicated Syracuse residents pay taxes that support the Arts Council and residents outside Syracuse do not pay the same taxes. She stated she would hate to see for this to become the type of organization that is recruiting people from other communities with the goal of creating a professional theater setting rather than a community theater. Councilmember Lisonbee added she is comfortable amending her motion to include a reference to families and individuals from surrounding communities as long as the indication is given that Syracuse residents will primarily be used. Councilmember Maughan stated it has been his experience that giving community individuals the opportunity to provide input on artistic decisions, the organization will be shut down and all participation will end because people are given a forum over artistic decisions. He stated the Arts Council is currently operating very effectively and he would hate to see that change. Councilmember Anderson noted that the current leadership will not be in place forever and the mentality of the Board may eventually change and Councilmember Lisonbee's proposed amendment protects participants from problems in the future by ensuring that most of the cast of any given production is from Syracuse. Discussion and debate of the substitute motion continued, after which Councilmember Gailey stated that it may be more appropriate to include the language suggested by Councilmember Lisonbee in the mission statement for the Arts Council rather than the bylaws. Councilmember Lisonbee stated that she would like the language to be included in the bylaws and she pointed out that the section to which she suggested an amendment has nothing to do with casting roles for productions; all it is suggesting is that Syracuse City residents should be primarily considered relative to overall participation. She suggested that the Council adopt the bylaws with her suggested amendments and gauge the effect the change has on the Arts Council after one year; if the change has a chilling effect, she would be happy to reconsider it. Councilmember Maughan stated one year can kill a program. Ms. Merrill stated she has communicated with other members of the Arts Council about this suggested amendment and they were shocked by it because they have already been working to include primarily Syracuse residents; however, this year the Arts Council could not find a director for the musical because people wanted to be paid. Not only is a Board member serving as the Theater Committee Chair, she is also serving as the Director. Councilmember Lisonbee stated that this change has nothing to do with the current Board. Ms. Merrill stated she understands that, but noted that the language gives the perception that casting for productions will be more difficult for the Board and that may keep people from participating in the Arts Council. She stated the change may result in the loss of the Theater Committee Chair and the Director for this year's production. Councilmember Maughan stated he does not want to be responsive to someone's threat to participate under certain circumstances, but there are many other exciting programs underway and the Board cannot find enough people to participate in those programs so they are trying to bring in friends and family from Syracuse; flexibility is necessary to provide for a quality program. He stated passing over one Syracuse resident for a resident from another community could cause complaints that could ultimately shut down the program. Councilmember Lisonbee stated that one

person's complaint cannot destroy the program. Discussion and debate of the substitute motion continued, with Councilmember Lisonbee emphasizing that Syracuse taxpayers are supporting the program and they should be given consideration in the bylaws document for the Arts Council.

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Mayor Palmer stated that Councilmember Lisonbee's concession to include the statement "and surrounding communities" in Article II, Section b, may address Councilmember Maughan's concerns and could be considered a compromise. He added that he agrees with Councilmember Maughan that Syracuse is part of a larger community and it is imperative that the Arts Council be allowed to draw from that community when casting productions. Ms. Merrill emphasized that the Arts Council currently has the attitude of considering Syracuse residents first. Councilmember Maughan stated he wants to allow the Arts Council to be self-policing in order to expand their offerings and encourage greater participation. Councilmember Gailey indicated the bylaws are a governing instrument and he reiterated he feels the language suggested by Councilmember Lisonbee should be included in the mission or vision statement instead of the bylaws. He stated he feels it is the Council's role to guide the Arts Council rather than dictate how they will operate. He stated he would support amending the vision or mission statement, but he does not necessarily feel it is necessary to amend the bylaws as suggested by Councilmember Lisonbee. Councilmember Lisonbee stated she would be comfortable combining Sections 1a, b, and c under Article II into one statement to serve as the Arts Council's mission statement as long as the word 'primarily' is inserted as previously suggested. She would be comfortable with leaving the word 'primarily' out of the same section in the bylaws if it were included in the mission statement. Councilmember Maughan stated that he would like the suggestion to rewrite the mission statement to go before the Arts Council Board for their consideration and recommendation.

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COUNCILMEMBER LISONBEE MADE A MOTION TO TABLE THE PROPOSED RESOLUTION UNTIL MARCH 29 TO GIVE THE ARTS COUNCIL TIME TO CREATE A MISSION STATEMENT THAT INCLUDES LANGUAGE THAT REFLECTS THEIR CURRENT PRACTICES SO THAT FUTURE BOARDS WILL FOLLOW THOSE PRACTICES.

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Councilmember Maughan stated the Arts Council will not have met again prior to the March 29 meeting. Councilmember.

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COUNCILMEMBER LISONBEE AMENDED HER MOTION TO TABLE THE PROPOSED RESOLUTION UNTIL APRIL 12. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

[8:31:40 PM](#)

7. Proposed Ordinance 16-13 amending Section 10.40.040 of the Syracuse City Code pertaining to minimum and maximum parking spaces.

A staff memo from the Community and Economic Development (CED) Department explained the Planning Commission is requesting to modify the parking standards to more closely mirror the recommended ratios published by the Institute of Transportation Engineers.

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CED Director Mellor reviewed the staff memo and referenced the Council's discussion during the work session meeting regarding the manner in which parking requirements are calculated for recreational facilities. The Council engaged in high level discussion regarding parking capacity for recreational facilities, ultimately concluding they would like to delay action on this item until further clarification can be provided relative to this issue. Councilmember Lisonbee suggested that a separate line item be included in the ordinance that provides a different parking requirement for gold courses since that type of recreational use seems to be an anomaly. The calculation should be based upon capacity rather than the number of players that may be using the recreational facility. City Manager Bovero reported the American Planning Association (APA) does publish national standards for parking related to specific land uses and it may be appropriate to reference those standards as a starting point for recreational land uses. Mr. Mellor stated staff used recommendations from the Institute of Traffic Engineers (ITE), but not the APA. He stated staff can research APA standards as well as consider how parking ratios for golf courses in other communities have been determined. Additional discussion regarding the recommended changes to the parking requirements continued, with Mayor Palmer stating he would like to understand the reasoning behind the change to the parking ratios for multi-family units, such as four-plexes. Councilmember Gailey stated it is his understanding a two-car garage is required for a four-unit dwelling and additional parking spaces are required between units. Planning Commission Chair Vaughan stated that is accurate. He noted the nationwide trend is for housing units to contain multi-generational

families with the younger generation being over a driving age; this could result in four cars being associated with a two bedroom apartment and it may be necessary to increase parking accommodations for these types of units should they be developed in Syracuse in the future. He then addressed the comments made about parking requirements for the golf course. He noted the APA breaks down golf courses according to 18 or 9 holes on a course. He noted Syracuse will likely not be home to another golf course in the future and this issue may not be as important. Councilmember Lisonbee stated she feels it necessary to consider the total capacity of the golf club house when considering parking requirements for the business. She stated that she feels the current parking accommodations at Glenn Eagle golf course are sufficient and it may be appropriate to consider the standard that was in place when the business was first approved and include that standard in code to protect the business in the future. She then asked why the parking ratios were not amended for two and three family units in addition to four-family units. Mr. Vaughan stated the Planning Commission felt it highly unlikely that Syracuse would ever be home to such structures in the future. Councilmember Lisonbee indicated a Planned Residential Development (PRD) that was recently considered by the City was suggesting inclusion of those units and she feels that the parking requirement of 2.5 spaces should be considered for any type of residential development over single family. Councilmember Gailey stated that certain members of the Planning Commission felt the same. Mr. Vaughan then noted that for uses that are not specifically mentioned in the parking ordinance, staff is deferring to the next most comparable use to determine parking requirements and that can be very problematic, especially for fitness facilities. The Council discussed the option of including fitness facilities in the ordinance and indicated they would like to see revisions to the ordinance according to the feedback given this evening.

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COUNCILMEMBER LISONBEE MADE A MOTION TO TABLE PROPOSED ORDINANCE 16-13 AMENDING SECTION 10.40.040 OF THE SYRACUSE CITY CODE PERTAINING TO MINIMUM AND MAXIMUM PARKING SPACES. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

[8:50:56 PM](#)

8. Public Hearing: Proposed Resolution R16-13 updating and amending the Parks and Recreation section of the Syracuse City Consolidated Fee Schedule.

A staff memo from the Finance Director explained City Administration is in the process of doing a comprehensive review and update to our consolidated fee schedule. Because it is 15 pages long, staff has decided the best course of action would be to split it up into departments and review each of them separately with the City Council. Fees have been benchmarked with 11 other cities for comparative purposes. These cities include Clinton, West Point, Clearfield, Layton, Kaysville, Roy, Farmington, Sunset, Centerville, Riverdale, and Bountiful. Based upon this review, staff is recommending some changes and updates to the consolidated fee schedule for parks and recreation. The memo concluded staff recommends the Council discuss potential changes to the Parks and Recreation fees and consider adoption of the proposed resolution formalizing the changes.

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Mr. Marshall reviewed his staff memo

[8:53:20 PM](#)

Councilmember Anderson referenced the change to the fee schedule where girls softball is crossed out. She asked if that program is now being combined with the boys program for the purpose of assigning the same fee. Parks and Recreation Director Robinson answered yes and indicated that she is not eliminating the girls softball program.

[8:54:04 PM](#)

Mayor Palmer opened the public hearing; there were no persons appearing to be heard and the public hearing was closed.

[8:54:25 PM](#)

COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT RESOLUTION R16-13 UPDATING AND AMENDING THE PARKS AND RECREATION SECTION OF THE SYRACUSE CITY CONSOLIDATED FEE SCHEDULE, BASED ON THE UNDERSTANDING THAT THE FES WILL BE REVIEWED ANNUALLY. COUNCILMEMBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

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9. Authorize Administration to execute contract for South Bluff Road Secondary Water Transmission Line to Leon Poulsen Construction Company, Inc.

A staff memo from the Public Works Department explained this project will install a new 16 inch and 12 inch secondary water transmission line on Bluff Road from the Jensen Pond pump house to Gentile Street and overlay the entire road width the length of the project. The construction will begin as soon as contract documents are in place and will be completed by the summer of 2016. Bids were opened on March 2, 2016. Eight bids were submitted and the low bidder was Leon Poulsen Construction Company, Inc.; their bid amount is \$415,145.00. The funding for this project will come from the following sources:

	20-40-70 Class C	30-16-70 Secondary Capital	31-40-70 Secondary Impact Fee	
Total	\$61,392.85	\$9,883.00	\$343,869.15	\$415,145.00
Budget	\$63,750.00	\$10,000.00	\$465,000.00	\$528,750.00
Difference	\$2,357.15	\$117.00	\$121,130.85	\$123,605.00

The memo *concluded staff recommends the Council award the contract to Leon Poulsen Construction Company, Inc.*

Public Works Director Whiteley reviewed his staff memo.

[8:54:59 PM](#)

COUNCILMEMBER LISONBEE MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE CONTRACT FOR SOUTH BLUFF ROAD SECONDARY WATER TRANSMISSION LINE TO LEON POULSEN CONSTRUCTION COMPANY, INC. COUNCILMEMBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

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10. Public comments

There were no public comments.

[8:55:42 PM](#)

11. Councilmember reports.

At each meeting the Councilmembers provide reports regarding the meetings and events they have participated in since the last City Council meeting. Councilmember Lisonbee’s report began at [8:55:47 PM](#) . She was followed by Councilmembers Maughan, Gailey, Bolduc, and Anderson.

[9:10:44 PM](#)

12. Mayor’s Report.

Mayor Palmer’s report began at [9:10:46 PM](#).

[9:11:44 PM](#)

13. City Manager report

City Manager Bovero’s report began at [9:11:49 PM](#).

At [9:15:49 PM](#) p.m. COUNCILMEMBER LISONBEE MADE A MOTION TO ADJOURN. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

Terry Palmer
 Mayor

Cassie Z. Brown, CMC
 City Recorder

City Council Regular Meeting
March 8, 2016

Date approved: March 29, 2016