

Minutes of the Work Session meeting of the Syracuse City Council held on March 10, 2015, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Brian Duncan  
Mike Gailey  
Craig A. Johnson  
Karianne Lisonbee  
Douglas Peterson

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

City Employees Present:  
City Attorney Clint Drake  
Finance Director Steve Marshall  
Public Works Director Robert Whiteley  
Fire Chief Eric Froerer  
Police Chief Garret Atkin  
Planner Jenny Schow  
Planner Noah Steele

The purpose of the Work Session was to review the agenda for the business meeting to begin at 7:00 p.m.; review agenda item 13: Service Contract for General Management and Operational Performance Study; review the following items forwarded by the Planning Commission: Preliminary Subdivision Plan, Monterey Estates Phase 6 & 7, located at approximately 1500 W 700 S, R-3 Zone; Preliminary Subdivision Approval, Steeds Lakeview Farms, Lakeview Farm I LLC, located at approximately 3000 W 700 S, R-2 & R-3 Zone; Final Subdivision Approval, Still Water Lake Estates Phase 1-3, NACO Development Inc., located at approximately 1500 W Gentile, R-1 Cluster Zone; Proposed Ordinance 15-04, Code Amendment, Title 10-30-060 pertaining to fencing regulations; Proposed Ordinance 15-05 Code Amendment, Title 10-28 pertaining to the Architectural Review Committee; recommendation on the Shared Solution Proposal; and discuss Council business.

[2:13:03 AM](#)

**Agenda review**

Mayor Palmer briefly reviewed the agenda for the business meeting to begin at 7:00 p.m.

Councilmember Gailey reported former City Administrator, Michael Moyes, has been hospitalized in Germany with severe medical issues.

City Recorder Brown reported Councilmember Gailey contacted her today to make a few minor corrections to the minutes; she noted she has made those corrections and the Council can proceed with approval during the business meeting.

[2:14:24 AM](#)

**Review agenda item 13: Service Contract for General Management and Operational Performance Study**

A staff memo from the City Manager explained the City received four proposals for the General Management and Operational Performance Study RFP. The subcommittee appointed by the Council has narrowed the candidates to two firms. Those firms are Municipal Solutions, LLC and Tanner, LLC. At the February Council Work Session, the Council asked staff to send the finalists' proposals to the entire Council with the intent that the Council members will review each proposal in preparation for a contract award on March 10, 2015. Since this is a service contract, price is important but not the only determining factor as the case may be when purchasing a piece of equipment or other good that has identical specifications across multiple vendors. Attached for your review are the proposals from Municipal Solutions, LLC and Tanner, LLC. Pricing for the two proposals are as follows:

- Municipal Solutions, LLC \$44,980 - \$51,120 depending on options
- Tanner, LLC \$44,000

Pursuant to the decision made by the Council on March 10, Administration will execute a service agreement with the chosen firm based on the proposed scope of work.

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City Manager Bovero reviewed his staff memo. The Council engaged in debate and discussion regarding which of the two consulting firms should be selected to perform the study. Municipal Solutions has offered to facilitate a workshop type of meeting at the conclusion of the study to review their report in detail. Councilmember Peterson stated Tanner, LLC has offered a similar service, but they did not indicate they would facilitate a workshop meeting. General discussion continued regarding the scope of the agreement, with the Council ultimately concluding to continue discussion regarding the selection of a firm during the business meeting.

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Councilmember Duncan indicated he is distantly related to the owner of Municipal Solutions, LLC and wondered if there is a conflict of interest if he participates in discussions regarding or votes on the contract. City Attorney Drake stated given the fact that Councilmember Duncan has withdrawn from participating in the screening of proposals submitted in response to the City's RFP, he should also withdraw from participating in discussions regarding the contract as well as voting on the contract award. He stated that if Councilmember Duncan chooses to participate in discussions and voting, he should declare his relationship with the firm.

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**Review items forwarded by the Planning Commission:  
Preliminary Subdivision Plan, Monterey Estates Phase 6  
& 7, located at approximately 1500 W 700 S, R-3 Zone.**

A staff memo from the Community and Economic Development Department explained this request is for two additional phases to the Monterey Estates development. Approval of this request will complete the subdivision north to the boundary of the new Syracuse Arts Academy. City staff has no outstanding concerns with this request. The Planning Commission has forwarded a positive recommendation to the City Council for approval of the Preliminary Plan for Monterey Estates 6 and 7.

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City Planner Schow summarized the staff memo. There was a brief discussion regarding the density of the development, layout of the streets in the development, and the requirement to plant street trees.

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**Review items forwarded by the Planning Commission:  
Preliminary Subdivision Approval, Steeds Lakeview  
Farms, Lakeview Farm I LLC, located at approximately  
3000 W 700 S, R-2 & R-3 Zone.**

A staff memo from the Community and Economic Development Department explained The Preliminary Plan for the Steed Lakeview Farm includes two zones, R-2 and R-3. The R-3 zone was approved by the Planning Commission and City Council as a buffer to the anticipated West Davis Corridor that may run adjacent to the westerly boundary. The subdivision proposes to develop in 5 phases. The developer has worked with the city engineer to coordinate the road improvements that will be made along both 3000 W and 700 S. The Planning Commission has forwarded a positive recommendation to the City Council for approval of the Preliminary Plan for Steeds Lakeview Farms.

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City Planner Schow reviewed her staff memo.

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**Review items forwarded by the Planning Commission:  
Final Subdivision Approval, Still Water Lake Estates  
Phase 1-3, NACO Development Inc., located at  
approximately 1500 W Gentile, R-1 Cluster Zone.**

A staff memo from the Community and Economic Development Department explained this application is for final plan

approval of the Still Water Lake Estates subdivision phase 1-3 located on 1500 W and Gentile. The proposal consists of 2 ski lakes, 30 homes for the overall development, a walking trail and two private parks. The development is 86.55 with a net density of 2.78 DU/AC. Please see staff reports for outstanding items. The Planning Commission has forwarded a positive recommendation to the City Council for approval of the Final Subdivision Plan for Still Water Lake Estates Phases one through three.

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City Planner Schow reviewed her staff memo. Councilmember Lisonbee asked if this application only deals with property west of the canal around the ski lakes, to which Ms. Schow answered yes. She noted the entire development has received preliminary approval and staff and the developer have now broken the development down into phases for final approval. Councilmember Lisonbee stated that the higher density for the phases on the east side of the canal was approved based on the amount of open space on the west of the canal around the ski lakes and she wondered what would happen if homes are not built on the west of the canal and the ski lakes are not finished. Ms. Schow stated work is underway on the ski lakes and lots in that area have been pre-sold. Mr. Bovero added that if development does not occur immediately the area would essentially be open space until a time that development resumes.

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**Review items forwarded by the Planning Commission:  
Proposed Ordinance 15-04, Code Amendment, Title 10-30-060 pertaining to fencing regulations.**

A staff memo from the Community and Economic Development Department explained staff has made recommended amendments to Title Ten of the Syracuse City Code in accordance with the request from Ovation Homes dated December 15, 2014. The Planning Commission forwarded a positive recommendation to the City Council for approval of a code amendment pertaining to fencing regulations.

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City Planner Schow reviewed her staff memo. She reviewed the current fencing regulations compared to the regulations proposed by the petitioner. Discussion ensued regarding the petitioners recommendation, with the Council concluding it is difficult to visualize the implications of the recommendation. They determined to table consideration of a portion of the petition until a time that staff can prepare renderings to illustrate how the changes would impact property owners in the City.

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**Review items forwarded by the Planning Commission:  
Proposed Ordinance 15-05 Code Amendment, Title 10-28  
pertaining to the Architectural Review Committee.**

A staff memo from the Community and Economic Development Department explained all commercial and industrial buildings are currently required to meet design standards found in chapter 28 of title 10. The Architectural Review Committee (ARC) is a volunteer committee that reviews new commercial and industrial buildings for compliance with the design standards found in chapter 28. The committee is proposing the following updates and changes to the standards. The proposal went before the Planning Commission on 2/17/15 and is now being forwarded with a recommendation of approval. The following is a summary of the changes:

- Extend the design standards applicability to PRD and multifamily residential projects
- Clarify the difference between the design standards and the design standard example guide
- Clarify the allowed exterior materials requirements
- Prohibit chain link fencing along public right-of-ways
- Improve landscaping requirements
- Define lighting fixture styles
- Increased pedestrian, automobile, and bicycle safety

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City Planner Steele reviewed his staff memo. Planning Commissioner Ralph Vaughn added his support for the recommendation drafted by Mr. Steele with assistance of a Planning Commission sub-committee and noted he feels the architectural standards being recommended will be among the best in the State.

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Council discussion then centered on building materials included in the recommendation, with the Council ultimately concluding to

[3:05:40 AM](#)

**Review items forwarded by the Planning Commission:  
Recommendation on the Shared Solution Proposal.**

A staff memo from the Community and Economic Development Department explained the Shared Solution Coalition has approached Davis County municipalities with an alternative proposal to the West Davis Corridor Highway. The Utah Department of Transportation has asked these Cities to determine if the Shared Solution land use assumptions are reasonable and feasible for Syracuse City. If the cities indicate that the Shared Solution land use assumptions are feasible and reasonable, UDOT will run additional tests to see if the other assumptions made by Shared Solutions are also feasible and reasonable. If the Shared Solutions alternative passes the additional testing, it would become Scenario #47. If UDOT then indicates that #47 would become the preferred alternative, UDOT will be returning to the cities requiring them to amend their land uses to reflect the Shared Solutions alternative before the final determination can be made on the selection of the preferred scenario and final decision. The current objective is to determine if the Shared Solution land use assumptions are reasonable and feasible for Syracuse City through resolution at the March 10, 2015 City Council Meeting. The Syracuse City Planning Commission voted unanimously during their February 17, 2015 regular meeting to recommend denial to the City Council for the Shared Solution land use proposal and have determined that it is not reasonable and feasible for Syracuse City.

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City Manager Bovero indicated he sent a draft version of the City's response to UDOT regarding the Shared Solution proposal to the Council today via email and he facilitated a brief discussion about the implications of the letter. Councilmember Peterson indicated he felt the letter reflected the concerns that the Council expressed during earlier discussions regarding the Shared Solution proposal.

[3:07:02 AM](#)

**Council business**

The Council briefly discussed the agenda for the upcoming Utah League of Cities and Towns (ULCT) conference to be held in St. George. Councilmember Peterson indicated he would like to attend. Mayor Palmer and Councilmember Lisonbee indicated they are considering attending as well.

The meeting adjourned at 7:00 p.m.

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Terry Palmer  
Mayor

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Cassie Z. Brown, CMC  
City Recorder

Date approved: April 14, 2015