

Minutes of the Work Session meeting of the Syracuse City Council held on March 24, 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
Parks and Recreation Director Kresta Robinson
Fire Chief Eric Froerer
Police Chief Garret Atkin
Planner Jenny Schow
Planner Noah Steele

The purpose of the Work Session was to receive public comments; review special meeting agenda item 2:2015 Forestry Fire and State Lands (FFSL) Memorandum of Understanding (MOU); review special meeting agenda item 3: 2015 Hill Air Force Base (HAFB) Mutual Aid Agreement; review special meeting agenda item 4: award contract for 1475 West, 3300 South, 930 West, and 3300 West Road Improvement Project; review special meeting agenda item 5: award contract for 2015 Pavement Preservation Project; review special meeting agenda item 6: award contract for 1000 West Road Improvement Project; review special meeting agenda item 7: execution of agreement with Glen Eagle Golf Club for maintenance of storm drain channels; review agenda item 8: execution of addendum to Joint Use Agreement with Syracuse Arts Academy; continued review of proposed code amendment in Title 10-30-060 pertaining to fencing regulations; continued discussion of proposed Ordinance 15-05 amending Title 10-28 pertaining to the Architectural Review Committee; review draft parks survey questions; and discuss Council business.

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Councilmember Gailey offered an invocation.

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Public comments

There were no public comments.

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Review draft parks survey questions

City Manager Bovero noted this item was added to the agenda at the request of Councilmembers Johnson and Lisonbee who wanted an opportunity to review and discuss the draft parks survey questions prior to the survey being mailed to the citizenry. He introduced Greg Graves from JUB Engineering, who participated in writing the survey. He and Mr. Graves then facilitated a discussion regarding the concerns emailed to them by Councilmember Lisonbee regarding some of the content of the survey. The entire Council provided feedback to Mr. Graves who agreed to amend the survey accordingly. Mayor Palmer committed to provide the updated survey to the Council prior to making it available to the public.

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Review agenda item 2: 2015 Forestry Fire and State Lands (FFSL) Memorandum of Understanding (MOA)

A staff memo from the Fire Chief explained the City's most recent MOU with the State Forestry Fire and State Lands (FFSL) was initiated in May of 2014 and set to apply through June of 2017. This year FFSL updated their Fire Department Manual and rate structure as it applies to cooperators involved in the Wildfire Response Program, requiring a renewal of an MOU. This agreement provides a mechanism for procurement, use and compensation for services provided by the fire department outside our jurisdictional area of responsibility, to the State of Utah and its cooperators; pursuant to cooperative agreements, operating plans, closest forces agreements and suppression resource needs in support of fire suppression.

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Chief Froerer reviewed his staff memo. There was a brief general discussion regarding the agreement, with Chief Froerer indicated that the City has received a significant amount of revenue as a result of being a party to the agreement.

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Review agenda item 3: 2015 Hill Air Force Base (HAFB) Mutual Aid Agreement

A staff memo from the Fire Chief explained Hill Air Force Base (Department of Defense and the United States Air Force) requires a renewal of their Mutual Aid Agreement with surrounding communities every three years for HAFB Fire Department to be able to provide us with mutual aid resources (Fire Suppression, HazMat Response, Explosive Ordinance Disposal), and this is the renewal year. The verbiage is established by the United States Air Force and has not changed for the last two renewal cycles.

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Chief Froerer reviewed his staff memo.

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Review agenda item 4: award contract for 1475 West, 3300 South, 930 West, and 3000 West Road Improvement Project.

A staff memo from the Public Works Director explained the project will replace the asphalt on various failing road throughout the City, replace a sewer main on Allison Way, and widen 3000 West at the Antelope Drive intersection in preparation for UDOT to install a signal. The construction will begin as soon as contract documents are in place and be completed by August. Construction on 3000 West will not begin until summer school recess.

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Public Works Director Whiteley reviewed his staff memo. There was a brief general discussion regarding the difference between bids submitted for the project, with Mr. Whiteley stated he is comfortable with the bid submitted by the contractor that he is recommending be awarded the contract.

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Review agenda item 5: award contract for 2015 Pavement Preservation Project.

A staff memo from the Public Works Director reviewed the bid tabulation graph for the bids opened March 10, 2015 for the above referenced project. Two bids were received however one bid did not meet the specification called out in the contract documents so one bid was rejected. This project includes installing 3,111,754 square feet of high density mineral bond throughout the City. This effort is to extend the life of the existing asphalt will cover approximately 16 miles of roads throughout the City. Staff has pulled together to crack seal 3.1+ million square feet of asphalt in preparation for this project. Construction will begin as soon as contract documents are in place and be completed by August.

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Public Works Director Whiteley reviewed his staff memo. He also reviewed a map to identify the areas that will be addressed in the pavement preservation project. Council member Peterson asked if the project will require roads to be closed for long periods of time. Mr. Whiteley answered no and stated roadways being treated will be closed no longer than one day.

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Review agenda item 6: award contract for 1000 West Road Improvement Project.

A staff memo from the Public Works Director explained the project is one that was identified in our list presented to City Council as a high priority due to poor existing asphalt conditions and the need to upgrade utilities. This project will upsize existing culinary and secondary mains and repave 1000 West Street from Antelope Drive to 2075 South Street. The construction will begin as soon as contract documents are in place and be completed by July.

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Public Works Director Whiteley reviewed his staff memo.

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Review agenda item 7: execution of agreement with Glen Eagle Golf Club for maintenance of storm drain channels.

A staff memo from the Public Works Director explained upon approval of the Muirfield Subdivision, Phase 9, the City Council, on February 12, 2002, placed a condition that the City enter into an agreement with Glen Eagle Golf Course and Blackburn Jones to maintain the open channels throughout the golf course. The discussion indicates that Blackburn Jones would maintain the channels until all subdivision phases master-planned around the golf course are complete. Highlands at Glen Eagle Phase 10 is the last subdivision developed and began its warranty on July 22, 2014 with an anticipated end of warranty expected this July. Being that all subdivisions are developed, Blackburn Jones has completed their obligation of channel maintenance; leaving the City and golf course responsible for long term maintenance. The memo concluded staff recommends the City enter into a storm channel maintenance agreement with Glen Eagle Golf Course, LC in order to assist with maintenance of the storm water channels for a period of twenty years.

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Public Works Director Whiteley reviewed his staff memo.

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The Council briefly discussed the proposed agreement. Councilmember Peterson asked who has taken care of storm drain channel maintenance in the past. Gold Superintendent Green stated that the Golf Course has hired different maintenance companies to take care of the channel maintenance.

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Councilmember Lisonbee stated she has not seen a contract like this before. City Attorney Drake stated it is a very unique contract and it is based on a discussion that took place 13 years ago in a City Council meeting; the City Council at the time said they would enter into the agreement, but no agreement was ever executed. The City is now acting in good faith in following up on a prior commitment made by a City Council. Mayor Palmer agreed and stated he feels the deal that has been negotiated is good for both parties. Councilmember Lisonbee asked if the City will maintain ownership of the equipment purchased to complete the storm channel maintenance work. Mr. Whiteley answered yes, but noted it may be stored at Glenn Eagle during the times that heavy use of the equipment is needed. Mr. Drake added maintenance of the equipment and liability associated with the equipment is addressed in the agreement.

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Review agenda item 8: execution of addendum to Joint Use Agreement with Syracuse Arts Academy.

A staff memo from the Community and Economic Development Department explained the proposed addendum is a request by the school to construct additional soccer field improvements on City property at Fremont Park, as well as additional parking. The City Administration wishes to clarify some of the issues related to use of the City property in conjunction to allowing the expansion. The memo offered the following summary of changes in the addendum to the agreement:

- Allowance to construct additional soccer field and parking area
- Provision that construction of field and sprinkling will be completed in a manner to accommodate future expansion of soccer facilities by City
- Clarify maintenance of field and parking facilities
- Clarify use by City leagues, the public, and third parties

- Signage at the property
- Procedures and notice for City assuming responsibility for maintenance and future possession of property in the event the City expands Fremont Park

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City Manager Bovero reviewed the staff memo. There was a brief general discussion regarding the construction of additional fields at the park, with Mr. Bovero clarifying any work completed by the Arts Academy will be required to be done at the City's standard and approved by a licensed engineer.

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Councilmember Duncan expressed his concern regarding future potential conflicts arising from the Academy and the City wanting to use the additional sports fields at the same time. Discussion regarding this concern ensued, with Mr. Bovero clarifying that once the City assumes control of the park space, the Academy is only allowed to use it during school outs. There was also a general discussion regarding parking layout and access to the park, with Councilmember Lisonbee asked if joint use of the Park would change if the Academy chose to use a year-round school schedule rather than the traditional schedule they currently use. Mr. Bovero stated he will clarify that issue with the Academy.

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Continued review of proposed code amendment in Title 10-30-060 pertaining to fencing regulations.

A staff memo from the Community and Economic Development Department explained City Council partially approved an amendment to the fencing ordinance concerning corner lots on March 10, 2015. The Council requested to further discuss the amendment concerning fencing for rear yards along an arterial road. The Syracuse City Planning Commission has reviewed and discussed the ordinance amendment and hereby forwards a positive recommendation for approval to the City Council.

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City Planner Steele used the aid of a PowerPoint presentation to review the Planning Commission's proposal to amend the City Code pertaining to fencing regulations. He reviewed photographs of properties that would comply with the proposal and create a five foot setback to provide for landscaping buffers and street trees.

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Council discussion and debate of the proposed ordinance amendments ensued, with a focus on who would be responsible to maintain the five foot portion of property that could potentially be located outside of a fence on a residential property. Councilmember Lisonbee stated she would recommend amending the proposed ordinance by eliminating the requirement to provide the five foot setback; she suggested changing wording from 'shall' to 'may' to give property owners the ability to do what is suggested in the ordinance, but not make it a requirement. Discussion regarding this suggestion ensued, with the Council ultimately concluding to leave the City Code unchanged by not considering adoption of the proposed ordinance. Councilmember Gailey suggested that City staff make suggestions to developers regarding improved landscaping and fencing opportunities, with the remainder of the Council concurring with that suggestion so long as developers are not made to feel that the fencing or landscaping standards referenced in the proposed ordinance are mandatory.

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Continued discussion of proposed Ordinance 15-05 amending 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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Mr. Steele reviewed the staff memo.

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The Council indicated complete information regarding the proposed amendments to the architectural standards was not included in the Council packet; they briefly discussed and debated the proposed changes, ultimately concluding more discussion is necessary once the Council has had an opportunity to review red-lined versions of the proposed amendments to the architectural standards document.

Council business

There was no Council business.

The meeting adjourned at [7:54:56 PM](#) p.m.

Terry Palmer
Mayor

Cassie Z. Brown, CMC
City Recorder

Date approved: April 14, 2015