

Minutes of the Special meeting of the Syracuse City Council held on April 25, 2017 at 9:45 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson
Corinne N. Bolduc
Mike Gailey
Dave Maughan
Jordan Savage

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

City Employees Present:

City Attorney Paul Roberts
Finance Director Steve Marshall
Community and Economic Development Director Brigham Mellor
Parks and Recreation Director Kresta Robinson

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1. Meeting Called to Order/Adopt Agenda

Mayor Palmer called the meeting to order at 9:45 p.m. as a special meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember.

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2. Accept or deny annexation petition 2017-02 requesting the annexation into Syracuse City approximately 117.24 acres located at approximately 2700 South 3700 West and refer to the office of the City Recorder for certification.

A staff memo from the City Recorder and the Community and Economic Development (CED) Department explained the City has received a petition to annex 117.24 acres into Syracuse City; the property is located south-east of the sewer plant. This land is included in the City's annexation declaration. Approximately 57 acres of the current request includes land that was part of a previously filed annexation petition by David George; this was known as the Seifert Annexation and was filed with the City Recorder in June, 2014. The applicant desired to construct a residential subdivision, but due to concerns over wetlands, sewer fall, farm lands, and the financial ramifications of the development for the City, the petition was tabled. That item never returned to City Council and is essentially a pending item. The additional acreage is proposed to be a ski lakes cluster subdivision. The conditions of the site remain unchanged from 2014. If this request is accepted, the City Recorder will begin to certify this annexation which will begin the process that generally takes a few months, culminating with a zoning recommendation from Planning Commission and approval or denial of the annexation plat by the City Council.

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CED Director Mellor reviewed the memo and discussed some of the challenges associated with the potential development of the subject property upon annexation into the City. High level discussion among the Council centered on the water table in the area of the subject property and the applicant's indication that he would like to consider constructing a ski-lake development.

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COUNCIL MEMBER GAILEY MOVED TO ACCEPT PETITION 2017-02 REQUESTING THE ANNEXATION INTO SYRACUSE CITY OF APPROXIMATELY 117.24 ACRES LOCATED AT APPROXIMATELY 2700 SOUTH 3700 WEST AND REFER TO THE OFFICE OF THE CITY RECORDER FOR CERTIFICATION. COUNCILMEMBER SAVAGE SECONDED THE MOTION.

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Discussion regarding the motion centered on the general annexation process and Mr. Mellor specified that tonight's action is simply the first step in that process and the Council is only voting to accept the annexation petition for certification by staff.

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Mayor Palmer indicated there has been a motion and second to accept the annexation petition and he called for a vote; ALL VOTED IN FAVOR.

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3. Authorize Mayor Palmer to execute 2017-2018 Interlocal Cooperation Agreement with Davis County Sheriff's Office for dispatch services.

A staff memo from City Manager Bovero explained this draft agreement outlines the terms of the City’s use of the Davis County 9-1-1 communications center for emergency dispatch; the agreement is for FY 2018 (July 1, 2017-June 30, 2018). Fire Department fees are based on a 5-year average of annual calls. For FY2018, the Fire Department fee will be \$25,408.04. This is a \$2,084.04 increase from the current year’s fee (FY2017), which is \$23,324. Police Department fees are based on the number of officers. For FY2018, the Police Department fee will be \$46,599.00. This is a \$3,513.20 increase from the current year’s fee (FY2017), which is \$43,085.80. With the addition of two new officers as proposed in the draft budget, the fee may increase up to \$51,037.00. This item is on the agenda for informational purposes, and staff will be available to answer any questions.

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City Manager Bovero reviewed his staff memo.

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COUNCIL MEMBER BOLDUC MOVED TO AUTHORIZE MAYOR PALMER TO EXECUTE 2017-2018 INTERLOCAL COOPERATION AGREEMENT WITH DAVIS COUNTY SHERIFF’S OFFICE FOR DISPATCH SERVICES. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

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4. Authorize Mayor Palmer to execute contract with Gailey Lawn and Landscape for grounds maintenance of various City properties.

A staff memo from the Public Works Department explained the Parks and Recreation Department has been maintaining landscape of several city properties spread throughout the city. Many of these properties are city buildings, landscaped detention basins, and subdivision entry-ways. In an effort to allow parks maintenance workers to focus energy on maintaining city parks and trails, a Request for Proposal was sent out to consider professional services contract for the following properties:

- o Schedule A: City Hall, Police Station, and Museum
- o Schedule B: Community Center, 7 landscaped detention basins, and 4 subdivision entry-ways.

Four bids were submitted for consideration on April 10, 2017. The low bidder is Gailey Lawn and Landscape The bid tabulation is shown.

| Bids for Grounds Maintenance | | | | 4/10/2017 |
|--------------------------------------|-------------------|-------------------|-----------------|------------------|
| | Schedule A | Schedule B | | Sprinkler |
| Bidder | Annual | Annual | Mulch/CY | Repair/hr |
| Gailey Lawn and Landscape | \$ 12,800.25 | \$ 21,305.25 | \$ 70.00 | \$ 30.00 |
| Butler Yard Care and Maintenance LLC | \$ 13,405.00 | \$ 33,425.00 | \$ 62.00 | \$ 35.00 |
| Lawn Butler | \$ 15,584.99 | \$ 33,250.69 | \$ 85.00 | \$ 50.00 |
| Northern Utah Turf Specialists LLC | \$ 20,493.50 | \$ 42,472.05 | \$ 65.00 | \$ 40.00 |

The budget for this current fiscal year would be split between building maintenance (Schedule A) and parks maintenance (Schedule B). It is proposed that the schedules be combined into one budget under building maintenance in the next budget FY2018. The budget breakdown is shown.

| | 2017 | 2018 |
|----------------------|------------------|------------------|
| Building Maintenance | \$ 6,700 | \$ 45,000 |
| Parks Maintenance | \$ 13,000 | \$ - |
| Total | \$ 19,700 | \$ 45,000 |

The monthly cost of Schedule A is \$1,422.25 and Schedule B is \$2,367.25 With two months remaining in this fiscal year, the cost would be \$2,844.50 for Schedule A and \$4,734.50 for Schedule B. Both of these fit within the established budget. The memo concluded staff recommends that Gailey Lawn and Landscape is awarded the contract for Grounds Maintenance for both Schedule A and Schedule B.

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Councilmember Gailey declared that his son is the owner of Gailey Lawn and Landscape and he recused himself from participating in discussion of or action on this item.

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Mr. Bovero provided an introduction for the item and the reason that City Administration is proposing the outsourcing of grounds maintenance in the City. The burden to maintain City property has increased and the determination was made that maintenance costs would be lower if an outside contractor is used rather than increasing staff levels for the service.

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Public Works Director Whiteley reviewed his staff memo. He and other staff engaged in high level discussion with the Council regarding the amount of property throughout the City that staff is responsible to maintain.

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COUNCIL MEMBER ANDERSON MOVED TO AUTHORIZE MAYOR PALMER TO EXECUTE CONTRACT WITH GAILEY LAWN AND LANDSCAPE FOR GROUNDS MAINTENANCE OF VARIOUS CITY PROPERTIES. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

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5. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual; pending or reasonably imminent litigation; or the purchase, exchange, or lease of real property

The Council determined the closed session was not needed.

At 10:15 COUNCILMEMBER MAUGHAN MADE A MOTION TO ADJOURN. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

Terry Palmer
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: June 13, 2017