

Minutes of the Work Session meeting of the Syracuse City Council held on May 23, 2017 at 6:00 p.m., in the Council Work Session Room, 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:
Finance Director Steve Marshall
City Attorney Paul Roberts
Public Works Director Robert Whiteley
Fire Chief Eric Froerer
Parks and Recreation Director Kresta Robinson
Police Lieutenant Heath Rogers

The purpose of the Work Session was to receive public comments; hear a request to be on the agenda: Robinson Waste to discuss garbage hauling rates; hear a request to be on the agenda: Emergency Preparedness Committee presentation; review Preliminary Subdivision Plat, Criddle Farms, located at approximately 1200 S. 4000 W.; discuss proposed amendments to Title 11 of the Syracuse City Code pertaining to yield signs; discuss City-wide spring clean-up program; discussion regarding consideration of ballot questions; discuss regional park design; discuss the following relative to utility rates and City Budget: potential changes to culinary water rate structure, consideration of Certified Tax Rate, and continued discussion of Five-Year Capital Improvement Plan (CIP) and associated utility rates; and discuss Council business.

Mayor Palmer led the audience in the Pledge of Allegiance. Council member Savage provided an invocation.

Public comments

There were no public comments.

Councilmember Maughan suggested that the agenda item dealing with a City-wide spring clean-up program be moved ahead of the discussion regarding Robinson Waste garbage hauling rates. Councilmember Savage concurred with the suggestion.

Discussion re: City-wide spring clean-up program.

A staff memo from the City Manager referenced a spreadsheet outlining responses the City received from other cities about clean-up projects that they participated in. Of the 35 cities surveyed 10 used curbside pickup, 12 used a community dumpster, and 4 had both. The remaining 9 cities did not provide specific information. The annual costs ranged from \$1.44 to \$6.00 per residence per year. This would equate to a monthly charge of \$0.12 to \$0.50 per household per month. Eight out of 10 cities indicated that they fund this service through their garbage utility fund. This item is on the agenda for Councilmembers to evaluate whether the City should provide a City-wide clean-up service; if the Council desires to move forward with this service, this item can be factored into the utility rate discussion.

Request to be on the agenda: Robinson Waste to discuss garbage hauling rates.

A staff memo from the Finance Director explained Steve Robinson, owner of Robinson Waste Services, has requested to be on the agenda to discuss a potential rate increase for the following services:

- 1st black trash can - \$3.73 to \$3.96
- Addl. Black trash cans - \$1.25 to \$1.33

- Green Waste – a) increase rate from \$3.50 to \$4.50 b) re-offer program as an opt out program, c) discontinue the program.

According to our contract, paragraph 7.e., the collector may request in writing a modification of payment rates during the term of this agreement if there has been a noticeable increase in operating expenses to the collector and sufficient documentation is presented to substantiate the need for the increase. Collector agrees to provide the city with reasonable access to any information and/or records that would assist the City in determining whether the need for a payment modification is warranted. If the City determines after review of all necessary information to grant Collectors request for modification of payment rates the new payment rates shall be negotiated by the parties and shall be made by written addendum to this agreement. Steve Robinson has provided us his financial information showing the increase in his expenses and how he justifies the need for the increase. I have dropped that information separately in the drop box since it is proprietary business information. The memo concluded the council will need to discuss whether to accept the entire increase, a partial increase, or no increase to garbage rates. If the decision is made to increase the garbage rates, we will have to put this item on the June 13th meeting for a contract amendment and fee schedule change.

Request to be on the agenda: Emergency Preparedness Committee presentation.

A staff memo from the City Manager explained one of the purposes of the Disaster Preparedness Committee is to develop and make recommendations to the Mayor and Council on public education and awareness programs for better disaster preparedness of the City and its residents. The committee has created a website that will include links to the recently developed You-Tube channel and information on disaster preparedness. They would like the City to promote and share the link from the City's website. The URL for the website is syracuseprepares.com. The memo concluded this item is on the agenda for Council members to discuss the possibility of adding a link to the Disaster Preparedness Committee's website from the City website and to authorize the promotion of the website.

Review Preliminary Subdivision Plat, Criddle Farms, located at approximately 1200 S. 4000 W.

A staff memo from the Community and Economic Development (CED) Department explained the applicant is requesting approval of a 49-lot preliminary subdivision that is intended to be part of a larger development called Criddle Farms. The development is the product of negotiations on the part of the City Council with the property owner to reduce the density of 6 units per acre in the PRD zone on this property which was approved last year. The proposed area to be developed in this subdivision does not include approximately 6.4 acres of the overall parcel. This area is intended to be included in the north section of the development which will be requested for approval once the parcel to the north is annexed. However, this parcel cannot remain a nameless child parcel of the current parent, it must be named. This is addressed in staff comments. An agreement will also accompany this development. The agreement has been reviewed by the Planning Commission and approved by the City Council. This agreement mentions a park which is to be dedicated to the City with the development. A portion of the park is shown in the northeast corner of the subdivision plat. The remainder of the park remains outside the city as the annexation has not been finalized. There is also a section of road which is shown on this plat which is outside the city boundary. This should be removed and has been addressed in staff comments.

The memo noted the lots in the plat meet the minimum lot dimension standards of the R-3 Zone. The level of connectivity is also higher than surrounding developments which benefits use of the adjacent public use trail. This trail will run along the front yards of the properties fronting 4000 West and will be intersected by the driveways of these properties. The trail will be 8 feet instead of 10 as is commonly seen in other places in the city and will be bisected by the right-of-way line where it meets the private properties fronting 4000 West. The existing trail which is north of Bridgeway Island subdivision will remain in its current location. A park strip will be added and then the standard right-of-way cross section will be installed. This will be the first segment of paving 1200 South between 4000 West and 4500 West. The road will end at the western boundary of the Criddle property which is the boundary with West Point. It is anticipated that 1200 South will eventually continue to 4500 West as the adjacent West Point property is developed. The memo concluded that because this is an administrative item, if it meets the City Code requirements, it must be approved unless there is a viable public health, safety, or welfare reason for denial. The Planning Commission reviewed the project in their meeting on May 16, 2017 and is

forwarding a recommendation for approval by split vote of 5-2. The approval had conditions that all staff comments be addressed prior to City Council approval.

Discussion re: Proposed amendments to Title 11 of the Syracuse City Code pertaining to yield signs.

A staff memo from the Public Works Director explained as the City grows and the street network expands, it is essential to review traffic sign type and placement for public safety. We have recently updated the inventory of signs throughout the city. This is used to analyze specific areas in the street network to take considerations for improvements. All regulatory, warning and guide signs must comply with MUTCD. To maintain national uniformity of signs, the Manual on Uniform Traffic Control Devices (MUTCD) was developed in 1935 and is updated as necessary to maintain current standards. The MUTCD is published by the following agencies: American Traffic Safety Services Association, Institute of Transportation Engineers, American Association of State Highway and Transportation Officials. The MUTCD is approved by the Federal Highway Administrator as the National Standard in accordance with U.S. Code 23CFR and 49CFR. The memo concluded the proposed amendments would do the following:

- Change the designation of City Traffic Engineer to be the City Engineer.
- Change the reference specific to stop signs to include the placement of all traffic signs.
- Make other minor updates to maintain consistency in the Title.

Staff recommends the Council consider amending sections of Title 11 during next City Council business meeting.

Discussion re: consideration of ballot questions.

A staff memo from the City Manager and City Recorder explained the total estimated cost for the city's planned parks and recreation projects is \$12,885,000. This does not include the acquisition of land for future parks. Of that cost, the city only has the ability to fund \$7,997,000, which leaves 38% (\$4,888,000) unfunded. The addition of a RAP tax could potentially fund an additional \$1.5-2 million. The RAP tax would cover anywhere between 12-15% of the total planned projects. In order to include a ballot question on the 2017 Municipal Election ballot regarding implementation of a RAP tax, the City Council must adopt a resolution no later than September 5, 2017; however, City Administration recommends analysis and discussion of the RAP tax commence as soon as possible in order to provide staff with sufficient time to work with Davis County to accomplish inclusion of a ballot question on the ballot. This item is on the agenda for council members to discuss putting a question regarding a RAP tax on the ballot.

Planned Park Projects

<u>Park Project</u>	<u>Estimated Cost</u>
Centennial Park Restroom/Pump	\$300,000
Trailhead at Bluff & 3000 West	\$20,000
Tuscany Park Improvements	\$452,000
Centennial Park Pavillion	\$148,000
Rock Creek Bathroom	\$100,000
2000 West Linear Park	\$300,000
Splash Pad at Chloe's Park	\$400,000
Park Maint. Facility - Design & Eng.	\$25,000
Freemont Park - Design & Engineering	\$75,000
Regional Park - Design & Engineering	\$175,000
Legacy Park - Design & Engineering	\$10,000

Parks Maintenance Facility	\$1,000,000
Regional Park Development - 50 acres	\$7,000,000
Freemont Park - 15 acres	\$2,300,000
Legacy Park - 5 acres	\$500,000
Bluff Ridge Pavilion	\$50,000
Dog Park	\$10,000
Jensen Park Camp Ground	\$20,000
Total	\$12,885,000

The RAP tax is also eligible to boost the arts in the City. Arts festivals, concerts, plays, etc can be funded with RAP tax revenue. The City has a strong arts community, with the Syracuse Arts Council carrying the banner. RAP tax revenue can be used for their activities and/or facilities.

Discussion re: regional park design.

A staff memo from the City Manager explained that in 2016 the City started working with Woodside Homes to develop a 188 acre parcel of ground on the south side of Syracuse. As part of that development the City acquired 50 acres of land slated to be a much-needed regional park. In March 2017, a Regional Park design committee was established to lay the foundation for basic known uses aligning the configuration with neighboring properties. This committee was tasked with marrying the input received from the public during the 2015 park survey, data from public works, planning department, Parks Department, and two members of the City Council. The purpose of this is discussion, bringing the design before the Council at this stage is to show the progress thus far accomplished by the committee. We request additional direction and feedback from the entire council in preparation before taking this design to community user groups for input ultimately furthering design development by hiring a professional park design firm. The memo concluded staff recommends the Council direct the Parks and Recreation Department to commence a request for proposal (RFP) process to hire a park designing firm for the project.

Utility Rates/Budget discussion: Potential changes to culinary water rate structure.

A staff memo from the Finance Director explained the City Council requested that staff review the culinary water rate structure and see what the affect would be if the base allotment were reduced to 4,000 gallons per month instead of 8,000 gallons for the \$16.50 basic rate. Staff used water usage data from calendar year 2016 and calculated what the City would have collected upon the reduction and added an extra tier to City billing; additionally, a low range of \$1.00 for excess use between 5,000 gallons and 8,000 gallons to a high range of \$2.05 for that same tier was set. Below are the results:

	<u>Current Structure</u>	<u>Base @ 4,000 gallons and \$1.00</u>	<u>Base @ 4,000 gallons and \$2.05</u>
January	\$118,470	\$118,470	\$118,470
February	\$118,751	\$118,751	\$118,751
March	\$119,130	\$119,130	\$119,130
April	\$132,342	\$150,724	\$170,025
May	\$155,189	\$213,145	\$273,999
June	\$132,094	\$143,174	\$154,808
July	\$136,845	\$148,967	\$161,695

August	\$144,552	\$158,416	\$172,973
September	\$132,750	\$142,746	\$153,242
October	\$130,150	\$138,928	\$148,145
November	\$122,579	\$122,579	\$122,579
December	\$123,156	\$123,156	\$123,156
Total	\$1,566,007	\$1,698,185	\$1,836,972

Increase \$132,178 \$270,965

The memo concluded the City's total shortfall in our capital projects planning for culinary water is \$3,392,775 for five years or \$678,555 annually. If culinary water projects were funded with available funding, the City would need an additional \$1,135,000 for five years or \$227,000 annually; this would be the equivalent of raising the culinary water rate \$2.36 per user per month if we keep the rate structure the same. The number of homes that would be affected by this structure change would be approximately 2,900 homes or 37% of the homes in Syracuse. One other factor to consider is that if the base allotment is changed to 4,000 gallons, it could affect usage and behavior of residents. They may become more conscientious of the water they are using and could reduce their water usage with this change. This would decrease the total revenue dollars received by the City.

Utility Rates/Budget discussion: Consideration of Certified Tax Rate.

A staff memo from the Finance Director referenced a five-year history of the City's certified tax rate and total property value along with the City's property tax revenue. A column has also been included to show what the City's revenue would have been if we held the tax rate from the previous year.

<u>Tax Year</u>	<u>Certified Property Tax Rate</u>	<u>Property Tax Value</u>	<u>Total Tax Revenue</u>	<u>If we held the rate - revenue</u>	<u>Difference</u>
2016	0.001573	\$ 1,128,002,299	\$ 1,774,347.62	\$ 1,848,795.77	\$ 74,448.15
2015	0.001639	\$ 1,030,150,104	\$ 1,688,416.02	\$ 1,709,019.02	\$ 20,603.00
2014	0.001659	\$ 975,583,154	\$ 1,618,492.45	\$ 1,743,367.10	\$ 124,874.64
2013	0.001787	\$ 897,239,210	\$ 1,603,366.47	\$ 1,643,742.23	\$ 40,375.76
2012	0.001832	\$ 863,522,963	\$ 1,581,974.07	\$ 1,572,475.32	\$ (9,498.75)
2011	0.001821	\$ 861,415,151	\$ 1,568,636.99		

Average \$ 50,160.56

If Syracuse City had decided to hold the property tax rate at the .001832 for tax years 2013-2016, the total new revenue per year would have been ~\$292,000 in the FY2017 budget year. Davis County has not completed the tax rolls for this year. They typically have this completed by the first week in June. The County will then calculate the certified tax rate. The County Tax meeting will be held on Tuesday June 6, 2017. They will have all the finalized data by this date. My guess is that property values will increase similar to the 2016 tax year. In that case, if the City decided to hold the tax rate, it would generate approximately \$75,000 in new tax dollars. Below is a 5-year history of tax rates for all cities in Davis County:

<u>City</u>	<u>2016 Tax Rate</u>	<u>2015 Tax Rate</u>	<u>2014 Tax Rate</u>	<u>2013 Tax Rate</u>	<u>2012 Tax Rate</u>
South Weber	0.0008810	0.0009410	0.0009930	0.0009980	0.0009270
Bountiful	0.0008900	0.0009570	0.0009460	0.0010630	0.0010940
Centerville	0.0009830	0.0010880	0.0010720	0.0011410	0.0011650

West Point	0.0009840	0.0010360	0.0010360	0.0011110	0.0011110
Woods Cross	0.0010570	0.0009270	0.0009130	0.0010070	0.0010580
Syracuse	0.0015730	0.0016390	0.0016590	0.0017870	0.0018320
North Salt Lake	0.0016220	0.0015170	0.0015410	0.0016130	0.0016370
West Bountiful	0.0016840	0.0018060	0.0017880	0.0019460	0.0019510
Kaysville	0.0017170	0.0017820	0.0018260	0.0009990	0.0010280
Clearfield	0.0018000	0.0018000	0.0018000	0.0018000	0.0018000
Layton	0.0018050	0.0019280	0.0018960	0.0020460	0.0020840
Clinton	0.0020820	0.0021980	0.0022530	0.0018310	0.0018710
Sunset	0.0021210	0.0022900	0.0022580	0.0023570	0.0024920
Farmington	0.0021320	0.0022260	0.0021270	0.0023190	0.0022690
Fruit Heights	0.0022950	0.0023690	0.0018630	0.0020230	0.0020540
Average	0.0015751	0.0016336	0.0015981	0.0016027	0.0016249
Average	0.0018258	0.0019216	0.0018594	0.0017950	0.0018196
excluding					
entities with					
other taxing					
entities					

Clearfield and West Point are served by North Davis Fire District for fire protection services. Bountiful, Centerville, Woods Cross, North Salt Lake, and West Bountiful are served by South Davis Metro Fire District for fire protection services.

Utility Rates/Budget discussion: Continued discussion of Five-Year Capital Improvement Plan (CIP) and associated utility rates

A staff memo from the Finance Director explained that from the Council’s discussion in the April Council meeting, we discussed the following options to fund our 5-year capital projects plan. Attached with this document is a spreadsheet that is color coded. The project costs in purple would require a \$6.90 utility rate increase per user per month to complete in the next 5 years. We discussed three different options of funding:

- Don’t increase rates at all and push the project timelines out into the future.
- Phasing the 6.90 increase over 3-5 years.
- Using debt funding to complete the projects (would still require a rate increase to pay for the bond.)

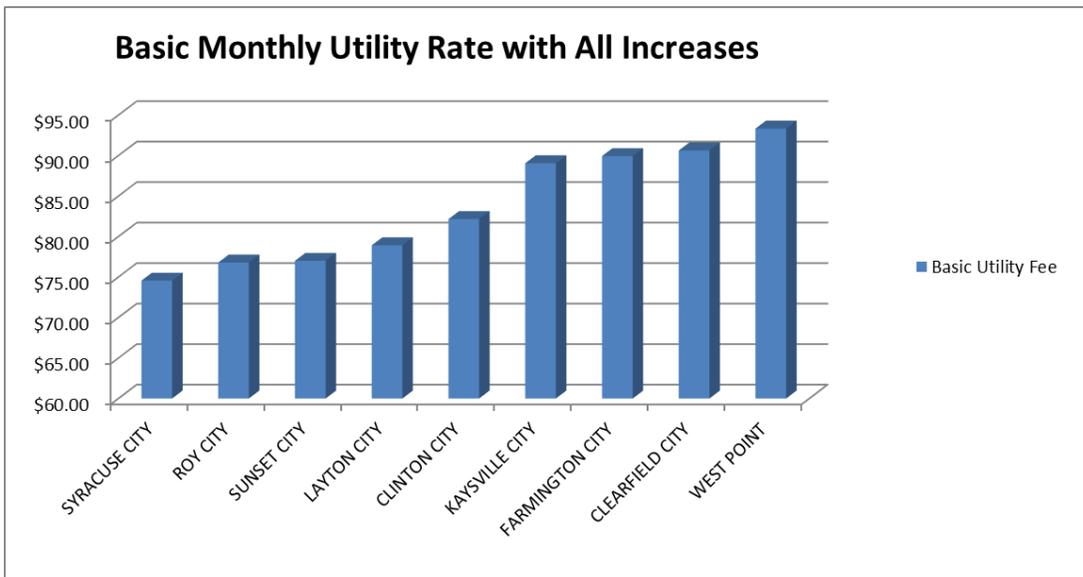
If the Council decided on phasing the rate increases over 3-5 years, here is an example of how you could do this. Because we are going out future years, I used \$7.50 for a 4-year term and \$8.00 for a 5-year term to include any increase in costs over time:

- **Option 1**
- FY2018 – no increase due to \$3.00 NDSF fee increase
- FY2019 - \$2.50
- FY2020 - \$2.50
- FY2021 - \$2.50
- **Option 2**

- FY2018 – no increase due to \$3.00 NDSF fee increase
- FY2019 - \$2.00
- FY2020 - \$2.00
- FY2021 - \$2.00
- FY2022 - \$2.00

These amounts would change in the council decided to incorporate the culinary water rate structure as discussed earlier in the night. Below is a summary of a detailed utility rate comparison in the packet:

City	Total Bill @ 8,000 GAL
SYRACUSE CITY	\$74.55
ROY CITY	\$76.79
SUNSET CITY	\$77.00
LAYTON CITY	\$78.92
CLINTON CITY	\$82.16
KAYSVILLE CITY	\$89.05
FARMINGTON CITY	\$89.93
CLEARFIELD CITY	\$90.63
WEST POINT	\$93.33
AVERAGE RATE	\$83.60



Council business

The Council and Mayor provided brief reports regarding the activities they have participated in since the last City Council meeting.

The meeting adjourned at p.m.

City Council Work Session
May 23, 2017

Terry Palmer
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: July 11, 2017