

Minutes of the Work Session meeting of the Syracuse City Council held on June 10, 2014, 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:
Finance Director Steve Marshall
Police Chief Garret Atkin
Fire Chief Eric Froerer
Parks and Recreation Director Kresta Robinson
Contract City Attorney Steve Garside

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 6b, proposed lease agreement with Digis for location of cell tower on Syracuse City Public Works Building; review the following agenda items forwarded by the Planning Commission: Proposed Ordinance 14-12, Rezone request from Mark Flinders, property located at 2481 W 1700 S, change from R-2 Residential to Professional Office; Proposed Ordinance 14-13, Rezone request from Castle Creek Homes, property located at 1183 S. 3000 W., change from R-1 and A-1 to R-2; Proposed Ordinance 14-14, Rezone request from Lakeview Farms, LLC, property located at 700 S. 3000 W., change from R-1 to R-2 & R-3 Residential; Proposed Ordinance 14-15, Rezone request from Dennis Higley, property located at 3000 S. Bluff Road, change from A-1 to R-2 Residential; Proposed Ordinance 14-16, Rezone request from Mark Sandberg, property located at 3250 W. 700 S., change from R-1 and A-1 to R-3 Residential; Final Plan, Gailey Farms, K.W. Advisory Group, property located at approximately 750 S 2000 W, R-3 Residential Zone; Final Plan, Harvest Point Phase 8, THR Investment, property located at approximately 1070 W 2150 S, R-3 Residential Zone; Final Plan and Development Agreement, Still Water Cluster Subdivision Phases Four through Six, Irben Development LLC, property located at 1500 West Gentile; and discuss Council business.

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Agenda review

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

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Review agenda item 6b, proposed lease agreement with Digis for location of cell tower on Syracuse City Public Works Building

A staff memo from Finance Director Marshall explained Digis has approached the City and requested to enter into a contract with the City to mount a cell tower on top of the public works building located at 3061 South 2400 West in Syracuse. Digis is an internet service based company and provides a variety of services such as phone, internet, and cell service. Staff has reviewed and negotiated a rate of \$850.00 per month with an additional \$25.00 for electricity. This rate is very competitive for an internet service based cell tower. I have also negotiated a 3% per year annual increase. This is also a competitive rate. The City currently has five cell tower agreements in the city ranging from \$552.00 per month to \$1,983.00 per month. The City also currently has a lease with Digis for a tower that is located on our water tower; we pay a monthly rate of \$719.63 which includes a \$25.00 electricity charge. Section VI of the contract identifies and addresses access to the property and restrictions that would be applicable to Digis.

Mr. Marshall reviewed his staff memo.

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There was a brief discussion regarding the proposed lease with a focus on the responsibilities of the tenant. City Attorney Drake stated he negotiate the proper tenant responsibilities relative to maintenance of the building upon which the tower is located before the contract is executed.

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Proposed Ordinance 14-12, Rezone request from Mark Flinders, property located at 2481 W 1700 S, change from R-2 Residential to Professional Office.

A memo from the Community Development Department explained this property is an approved lot in the Criddle Homestead Subdivision. The lot directly adjacent to the east is zoned PO. Both properties are General Planned for the PO zone. The PO zone requires ½ acre as a minimum lot size for development. Both properties are bank owned and Mr. Flinders wishes to combine the properties for Professional Office. City staff has reviewed the application and finds that it is consistent with the City's General plan and that it is harmonious with the overall character of the surrounding development with no adverse effects, and it has adequate facilities to serve the property. The Planning Commission held a public hearing on May 20, 2014 for rezone request on the above noted property. The property is 0.31 acres in size and is currently zoned R-2 Residential with a General Plan designation of PO, Professional Office. The proposed zone change is in accord with the General Plan as amended. The Syracuse City Planning Commission hereby recommends that the City Council approve the rezone request, located at approx. 2481 W 1700 S, change from R-2 Residential to PO, Professional Office.

Ms. Christensen reviewed her staff memo.

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Council discussion regarding the application commenced, with a focus on land use designations for neighboring parcels.

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Proposed Ordinance 14-13, Rezone request from Castle Creek Homes, property located at 1183 S. 3000 W., change from R-1 and A-1 to R-2.

A memo from the Community Development Department explained the City Council amended the General Plan on May 13, 2014 for the R-2 Residential. The developer's intent is to develop single family housing that is consistent with the residential character of the surrounding development. A portion of this request is located in the Country Fields Subdivision and will be amended out as part of this new subdivision. The Planning Commission held a public hearing on June 3, 2014 for the zone change and made a favorable recommendation for the Zoning Amendment. The Planning Commission recommends approval to the City Council for the Zone Amendment, request from Castle Creek Homes, property located at approximately 1183 S. 3000 W., change from R-1 Residential & A-1 Agriculture to R-2 Residential Zone, subject to all applicable requirements of the City's municipal codes.

Ms. Christensen reviewed her staff memo.

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Proposed Ordinance 14-14, Rezone request from Lakeview Farms, LLC, property located at 700 S. 3000 W., change from R-1 to R-2 & R-3 Residential.

A memo from the Community Development Department explained the City Council amended the General Plan on May 13, 2014 for the R-2 and R-3 Residential Zoning. The developer's intent is to develop single family housing that is consistent with the residential character of the surrounding development. The Planning Commission held a public hearing on June 3, 2014 and made a favorable recommendation for the Zoning Map Amendment. The Planning Commission recommends approval to the City Council for the Zone Map Amendment, request from Castle Creek Homes, property located at approximately 700 S. 3000 W., change from R-1 Residential to R-2 Residential Zone, subject to all applicable requirements of the City's municipal codes.

Ms. Christensen reviewed her staff memo.

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Proposed Ordinance 14-15, Rezone request from Dennis Higley, property located at 3000 S. Bluff Road, change from A-1 to R-2 Residential.

A memo from the Community Development Department explained this property is a vacant lot south of Kara Estates. Mr. Higley wishes to rezone the property to conform with the General Plan and then subdivide the property into two

lots to be included in the Kara Subdivision. City staff has reviewed the application and finds that it is consistent with the City's General plan and that it is harmonious with the overall character of the surrounding development with no adverse effects, and it has adequate facilities to serve the property. The Planning Commission held a public hearing on June 3, 2014 for rezone request on the above noted property. The property is 0.69 acres in size and is currently zoned A-1 Agriculture with a General Plan designation of R-2 Residential. The proposed zone change is in accord with the General Plan as amended. The Syracuse City Planning Commission hereby recommends that the City Council approve the rezone request, located at approx. 3000 S Bluff, change from A-1 Agriculture to R-2 Residential.

Ms. Christensen reviewed her staff memo.

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Proposed Ordinance 14-16, Rezone request from Mark Sandberg, property located at 3250 W. 700 S., change from R-1 and A-1 to R-3 Residential.

A memo from the Community Development Department explained the City Council amended the General Plan on May 13, 2014 for the R-3 Residential Zoning. The developer's intent is to develop single family housing that is consistent with the residential character of the surrounding development. The Planning Commission held a public hearing on June 3, 2014 and made a favorable recommendation for the Zoning Map Amendment. The Planning Commission recommends approval to the City Council for the Zone Map Amendment, request from Mark Sandberg, property located at approximately 3250 W 700 S, change from A-1 Agriculture & R-1 Residential to R-3 Residential Zone, subject to all applicable requirements of the City's municipal codes.

Ms. Christensen reviewed her staff memo.

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Final Plan, Gailey Farms, K.W. Advisory Group, property located at approximately 750 S 2000 W, R-3 Residential Zone.

A memo from the Community Development Department explained Gailey Farms is a 40 lot subdivision located at 750 S 2000 W. All requirements and standards of Subdivision have been met. The project outline is as follows:

- General Plan Amendment
 - Planning Commission February 4, 2014
 - City Council February 10, 2014
- Rezone Approval
 - Planning Commission March 4, 2014
 - City Council March 11, 2014
- Sketch Plan Approval
 - Planning Commission March 4, 2014
- Preliminary Plan Approval
 - Planning Commission April 15, 2014
- Final Plan Recommendation
 - Planning Commission June 3, 2014

The Planning Commission recommends approval to the City Council for the Final Plat of Gailey Farms Subdivision, request from KW Advisory Group, property located at approximately 750 S 2000 W, subject to all applicable requirements of the City's municipal codes and city staff reviews.

Ms. Christensen reviewed her staff memo.

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Final Plan, Harvest Point Phase 8, THR Investment, property located at approximately 1070 W 2150 S, R-3 Residential Zone.

A memo from the Community Development Department explained Harvest Point 8 is the last phase and consists of 11 lots located at 1070 W 2150 S and will complete the street connection to Stoker Gardens. All requirements and standards of Subdivision have been met. The project outline is as follows:

- Sketch Plan Approval
 - Planning Commission May 7, 2013
- Preliminary Plan Approval

- Planning Commission June 2, 2013
- Final Plat Recommendation
 - Planning Commission June 3, 2014

The Planning Commission recommends approval to the City Council for the Final Plat of Harvest Point Subdivision Phase 8, request from THR Investment, property located at approximately 1070 W 2150 S, subject to all applicable requirements of the City's municipal codes and city staff reviews.

Ms. Christensen reviewed her staff memo.

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There was a brief discussion regarding the fact that this discussion will provide better connectivity for residents in the area to 1000 West.

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Final Plan and Development Agreement, Still Water Cluster Subdivision Phases Four through Six, Irben Development LLC, property located at 1500 West Gentile.

A memo from the Community Development Department explained the City has been working with the developer on this project for approximately two and one-half years. The project outline is as follows:

- Sales Contract of City Property
 - City Council January 31, 2012
- Annexation of Irben Property
 - City Council May, 2012
- General Plan/Rezone Approval
 - City Council June 26, 2014
- Sketch Plan Reviews-(30 ski lots, 288 Town Homes)
 - Planning Commission July 17, 2017- **Tabled**
 - August 7, 2012-Tabled (dead end street length, county canal crossing)
- Annexation of Weaver Property
 - City Council March 12, 2013
- Sketch Plan Amendment-(30 ski lots, 202 cottage lots, 168 Town Homes=400 units)
 - Planning Commission June 4, 2014- **Tabled** to modify lots to minimum 5,000 sq. ft., 55 feet frontage, side setbacks of 8 feet, reduce number of entrances on gentile, and replace flag lot with cul-de-sac.
 - August 6, 2013- **Approved Sketch**, conditional upon removing phase 8 if purchased by UDOT.
- Sketch Plan Amendment-(30 ski lots, 134 cottage lots, 54 courtyard lots, 56 town homes)
 - Planning Commission October 16, 2013- **Denied** for deviating from previous approval which required 5,000 sq. ft., 55 feet of frontage, and 8ft. side setbacks.
- Preliminary Plan-(30 ski lots, 165 cottage lots)
 - Planning Commission February 18, 2014- **Tabled** to review previous approvals/requirements
 - March 4, 2014- **Approved**
- Final Plan Recommendation Phase 4a, 4b & 5 and CUP
 - Planning Commission May 6, 2014- **Approved**
- Final Plan Recommendation Phase 6
 - Planning Commission June 3, 2014- **Approved**

Attached to with this review is the draft Development Agreement, including all exhibits and the Development Plan. The proposal consists of two neighborhoods, the Ski Lake Estates which has 2 ski lakes, 30 homes a walking trail and two private parks and one private park with a public easement. The second neighborhood is the Cottages, consists of 165 single family lots, a walking trail and two private parks with a public easement. The development proposed is 86.55 with a net density of 2.78 DU/AC. The Planning Commission recommends approval to the City Council for the Final Plan for Still Water Cluster Subdivision, request from Irben Development, property located at approximately 1500 W Gentile Street, subject to all applicable requirements of the City's municipal codes and city staff reviews.

Ms. Christensen reviewed her staff memo.

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The City Council reviewed the phasing plan for the proposed subdivision. Councilmember Duncan expressed his concerns regarding the street configuration in the development; there is a cul-de-sac that creates a traffic issue in that it limits access to the north for a considerable distance. He recommended that the road be continued to provide better connectivity and access to the north; the lack of a through road may hinder future development of the property to the north and accessibility to Gentile Street. There was a general discussion regarding the road configuration and the potential requirement for the developer to place money in escrow to cover the costs of constructing a future road of the canal that borders the development; the work would be required upon approval of phase nine of the development. There was a focus on which road configuration would be more suitable and provide a greater benefit to the Stillwater development and any future development, with Councilmember Duncan stated he is most concerned about safety issues in the development and noted the current road configuration will require vehicles to travel by a greater number of homes, but if the cul-de-sac is constructed as a through street the traffic will travel by a fewer number of homes.

Developer Mike Thayne stated that the proposed development received approval from the Planning Commission and the application is now vested according to the State Property Rights Ombudsman; he expects to receive approval from the City Council as well. Mayor Palmer stated he feels the Council has the right to make minor adjustments to the plan and this is the time to be discussing those adjustments. Councilmember Duncan agreed. Ms. Christensen noted that if the City Council makes any adjustments to the plat they should issue a finding that such adjustments were made due to public safety concerns. Councilmember Johnson stated the Council has made minor adjustments to final plats in the past and what is being discussed this evening is not out of the ordinary. Mayor Palmer stated the discussion regarding this issue can continue during the business meeting.

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Budget discussion

A memo from the Finance Director explained the Council discussed during the May 27, 2014 charging utilities expenses to the general fund for the buildings and also the parks. Staff has estimated the cost of those utilities and summarized them below:

City Hall = \$1,080 per year

Culinary Water = \$16.50/month = \$198/year
Secondary Water = \$21.50/month = \$258/ year = 1 inch connection
Garbage Service = \$10.45/month = \$125/ year
Sewer Service = \$14.80/month = \$178/year
Storm Service = \$25.45/month = \$305/ year = 3.4 Acres
Street Lighting = \$1.32/ month = \$16/year

Community Center = \$1,080 per year

Culinary Water = \$16.50/month = \$198/year
Secondary Water = \$21.50/month = \$258/ year = 1 inch connection
Garbage Service = \$10.45/month = \$125/ year
Sewer Service = \$14.80/month = \$178/year
Storm Service = \$25.45/month = \$305/ year = 3.3 Acres
Street Lighting = \$1.32/ month = \$16/year

Police Station = \$670 per year

Culinary Water = \$16.50/month = \$198/year
Secondary Water = N/A
Garbage Service = \$10.45/month = \$125/ year
Sewer Service = \$14.80/month = \$178/year
Storm Service = \$12.75/month = \$153/year = 1.7 Acres
Street Lighting = \$1.32/ month = \$16/year

Fire Station = \$746 per year

Culinary Water = \$16.50/month = \$198/year
Secondary Water = N/A
Garbage Service = \$10.45/month = \$125/ year

Sewer Service = \$14.80/month = \$178/year
Storm Service = \$19.10/month = \$229/year = 2.2 Acres
Street Lighting = \$1.32/ month = \$16/year

Public Works = \$822 per year

Culinary Water = \$16.50/month = \$198/year
Secondary Water = N/A
Garbage Service = \$10.45/month = \$125/ year
Sewer Service = \$14.80/month = \$178/year
Storm Service = \$25.45/month = \$305/ year = 4.0 Acres
Street Lighting = \$1.32/ month = \$16/year

Total for Buildings = \$4,398 per year

Parks = \$26,568 per year

The City has 12 parks with 3" secondary water connections:
= 12 Parks * 184.50 fee * 12 months = \$26,568

Total for All = \$30,966 per year

The amount will be charged to the utility funds as follows:

- o Culinary = \$990.00
- o Secondary = \$27,084.00
- o Garbage = \$625.00
- o Sewer = \$890.00
- o Storm = \$1,297.00
- o Street Lighting = \$80.00

Total for All = \$30,966 per year

The proposed budget opening also includes an increase in sundry revenue and fire apparatus expense for \$11,500. This is due to an engine repair and an insurance claim to pay for the repair. Staff recommends adopting the proposed resolution adjusting the Syracuse City budget for the fiscal year ending June 30, 2014.

Mr. Marshall reviewed his staff memo and indicated there is an additional item he would like to include in the budget opening pertaining to the replacement of street lights that have been damaged or knocked down throughout the City. Councilmember Duncan stated that it seems strange that there have been eight street lights knocked down in the City over the past year. Public Works Director Whiteley stated the accidents involving street lights have been random, but the number of accidents is higher than in a typical year. Mr. Marshall indicated that he amended the budget opening pertaining to street lighting, after which he reviewed the information in the proposed budget opening relative to interfund transfers for utility payments. He then reviewed minor changes that have been made to the FY 2014-2015 budget since the Council accepted the tentative budget. Councilmember Duncan stated that he is not sure how much an efficiency audit will cost, but he is happy that some funding for the effort has been included in the budget; he added that he would be willing to spend some of the City's available fund balance to cover the cost if necessary. There was a brief discussion regarding the Council's involvement in development of the scope of the efficiency audit, with Mr. Bovero indicating he will add an item to a future Council agenda to discuss the issue more in depth.

Council business

There was no Council business.

The meeting adjourned at 6:42 p.m.

City Council Work Session
June 10, 2014

Terry Palmer
Mayor

Cassie Z. Brown, CMC
City Recorder

Date approved: July 8, 2014