

Minutes of the Work Session meeting of the Syracuse City Council held on June 11, 2013, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Brian Duncan
Craig A. Johnson
Karianne Lisonbee
Douglas Peterson
Larry D. Shingleton

Mayor Jamie Nagle
City Manager Robert Rice
City Recorder Cassie Z. Brown

City Employees Present:

Finance Director Stephen Marshall
City Attorney Will Carlson
Community Development Director Sherrie Christensen
Public Works Director Robert Whiteley
Parks and Recreation Director Kresta Robinson
Police Chief Garret Atkin
Fire Chief Eric Froerer
Information Technologies (IT) Director TJ Peace
Human Resources Specialist Monica Whitaker

The purpose of the Work Session was for the Governing Body to review the agenda for the regular meeting scheduled to begin at 7:00 p.m. and discuss Council business.

****THE AUDIO FOR THE FIRST 05:41 OF THE MEETING IS NOT AUDIBLE. THEREFORE, THERE ARE NO MINUTES FOR THE FIRST TWO ITEMS OF THIS MEETING.****

Overall Agenda review

Discuss agenda item 7, Public Hearing: Proposed Resolution R13-11 adopting to accept the certified tax rate provided by Davis County and adopt the FY2013 - 2014 tentative budget as the approved budget for FY2013–2014.

A staff memo from Finance Director Marshall explained Utah Code Annotated 10-6-113 requires the governing body to establish the time and place of a public hearing to consider its adoption and shall order that notice of the public hearing be published at least seven days prior to the public hearing. This requirement has been met since the City Council adopted the tentative budget on May 14, 2013 and set a public hearing on June 11, 2013 to consider adoption of the final budget. As required by Utah Code Annotated 10-6-118, “before the last June 22 of each fiscal period, or, in the case of a property tax increase under Sections 59-2-919 through 59-2-923, before August 17 of the year for which a property tax increase is proposed, the governing body shall by resolution or ordinance adopt a budget for the ensuing fiscal period for each fund for which a budget is required under this chapter. A copy of the final budget for each fund shall be certified by the budget officer and filed with the state auditor within 30 days after adoption.” The only significant change that was made was to remove the police officer from the budget proposal. Other minor changes were made to account for benefit plan elections for full-time employees, changes to delinquent property taxes, and changes to state grant revenues. This budget proposal has a net surplus of \$73,205 that is currently budgeted for our rainy day reserve. Tonight is the last council meeting during which the Council can adopt a final budget before the June 22 deadline provided by State Law.

[8:34:28 AM](#)

Discuss agenda item 8, Public Hearing: Authorize Administration to dispose of surplus equipment.

A staff memo explained that Fire Chief Eric Froerer and Public Works Director Robert Whiteley have each compiled and attached a list of items that the City would like to dispose of.

Fire Department Surplus Equipment

- 1) Portable Truck-mounted Breathing Apparatus Refill Set. Not compatible with current breathing apparatus used at Syracuse Fire Dept.
- 2) Out-of-service end-of-life Self Contained Breathing Apparatus hardware (pack frames and facemasks) no longer meets NFPA standard 1981.
- 3) Multiple obsolete warning light systems from vehicles many years' past, including some obtained from out-of-service police vehicles.
- 4) Old obsolete and out-of-service CPR training aids. No longer compliant with current CPR standards and practices.
- 5) Stihl Chainsaw with damaged crankshaft.
- 6) Out-of-service vehicle electrical hardware, recovered from 1996 and 2002 F150.
- 7) Out-of-service computer hardware, including a CD writer, HP deskjet printer, and Sony MVC-FD73 digital floppy disk camera.
- 8) Antique wagon-wheel hand-cart water tank firefighting assembly (potential museum piece).
- 9) Misc out-of-service Metrocall text pagers, and very obsolete 2-tone Motorola UHF pagers.

Public Works Surplus Equipment

- 1) 8'6" Fisher Minute Snow Plow
- 2) 10' Salt Spreader

Finance Director Marshall and City Manager Rice reviewed the staff memo.

[8:34:28 AM](#)

Council discussion regarding the item commenced.

[8:34:40 AM](#)

Discuss agenda item 9, Public Hearing: Proposed Resolution R13-12 updating and amending the consolidated fee schedule, which includes proposed changes to the utility rate structure.

A staff memo from Finance Director Marshall explained staff has found and recommended a few changes to the fee schedule that are considered necessary. Most changes are minor with the exception of the proposed utility rate increases. The proposed changes are highlighted in red. Staff recommends the City implement the proposed utility rate increases over a three year period with the first increase occurring effective July 1, 2013. Also refer to the Utility Rate comparison spreadsheet for comparative purposes.

[8:36:43 AM](#)

Council discussion regarding the agenda item then commenced with the outcome of the discussion being that discussion regarding the proposed utility rate increases would continue during the regular business meeting.

[8:58:34 AM](#)

Discuss agenda item 11, Proposed Resolution R13-13, appointing Brandon Haddick to the Syracuse City Planning Commission with his term expiring on June 30, 2017

A staff memo from the Community Development Department explained the Planning Commission Term of Gary Pratt is expiring on June 20, 2013. Brandon Haddick has been serving on the Planning Commission as an alternate since February 12, 2013. The Mayor is presenting Brandon Haddick for appointment to the seat being vacated by Gary Pratt, whose term expires on June 30, 2013. The CED Department wishes to express gratitude to Gary Pratt for the service he has rendered to the City of Syracuse.

Mayor Nagle reviewed the staff memo.

[8:59:24 AM](#)

Council discussion regarding the item commenced.

[9:01:06 AM](#)

Mr. Haddick made a few comments regarding his proposed appointment to the Planning Commission.

[9:02:07 AM](#)

Council discussion of the item continued.

[9:10:58 AM](#)

The time allotted for the agenda item expired and Mayor Nagle noted discussion can continue during the business meeting.

[9:11:11 AM](#)

Discuss agenda item 12, Proposed Ordinance No. 13-07, amending Title Eight, of the Syracuse City Code regarding conveyance of water shares.

A staff memo from City Attorney Carlson explained that based on the City Council's comments during the Special Meeting on Friday, April 26, the Planning Commission recommends the attached ordinance that will amend city code section 8.02.090. Under state code section 10-3-704(3), ordinances should be formatted to include a preamble that explains "the need or reason for the ordinance." This requirement provides an opportunity to clear out all the fluff in the ordinance itself by placing it in the preamble explanation. Accordingly, a lot of the "why" was taken out of body of the code and placed into the preamble. This will provide a brief and clear requirement for developers while also giving a more detailed description of why for those people in the future who are curious and willing to look at the history of the section. There are two ways for a subdivider to avoid conveying water shares as a condition of subdivision approval:

1. Subdividers must demonstrate that Water rights were previously conveyed for the property; or
2. Subdividers must demonstrate that the City's secondary water system is already serving the lot(s), and that the proposed subdivision will decrease the current burden on the City's secondary water system.

City Attorney Carlson reviewed his staff memo.

[9:12:28 AM](#)

Council discussion of the item commenced.

[9:13:35 AM](#)

Discuss agenda item 13, Final approval of the G&N Hanson subdivision, located at approximately 2416 South 2000 West

A staff memo from Community Development Director Christensen explained the Planning Commission held a public meeting on April 16, 2013 for Final Plan approval of G&N Hansen Subdivision. All items noted in staff report have been addressed by the Planning Commission. All requirements of sketch, preliminary and final have been met. The Planning Commission had a discussion with the applicant and City Attorney regarding the transfer of required water shares for secondary water service. It was noted that two of the three lots already have existing homes and the entire property has been serviced by secondary water. It is presumed that the required water shares for the service have previously been obtained by the City. However the ordinance does not create a mechanism for the development of such parcels already receiving secondary water service to waive the transfer of additional water shares. The required watershares for the one new lot would be 0.84 acre feet. (rounded to 1 acre foot) It was determined that the applicant would pay park improvement fees for only the new lot being created, and appropriate impact fees at the time of issuance of building permit. If Ordinance 13-07 amending Title X of the City Code regarding water shares is adopted, this development would qualify under the amendment as an existing property serviced by secondary water and would not be required to transfer additional water shares.

The Syracuse City Planning Commission hereby recommends that the City Council approve the final plat for the G&N Hansen Subdivision, located at approximately 2416 South 2000 West, subject to meeting all requirements of the City's Municipal Codes and City staff reviews dated April 11, 2013.

Community Development Director Christensen reviewed her staff memo. There were no Council comments or questions regarding this item.

[9:14:19 AM](#)

Discuss agenda item 14, Proposed Ordinance No. 13-08, amending the existing zoning map of Title Ten, "Syracuse City Zoning Ordinance", by changing from A-1 Agriculture to R-2 Residential on the parcels located at approximately 1600 West 700 South

A memo from Community Development Director Christensen explained the Planning Commission held a public hearing on June 4, 2013 for rezone request on the above noted property. The property is 12 acres in size and is currently zoned A-1 Agriculture with a General Plan designation of R-2. The proposed zone change is in accord with the General Plan. No concerns were raised in the public hearing. Recommendation for City Council Approval of the G&N Hansen Subdivision The Syracuse City Planning Commission hereby recommends that the City Council approve the rezone request, located at approx. 1600 West 700 South, change from A-1 Agriculture to R-2 Residential.

[9:15:01 AM](#)

Council discussion regarding the item commenced.

[9:15:09 AM](#)

Discuss agenda item 15, Proposed Ordinance No. 13-09, amending the existing zoning map of Title Ten, "Syracuse City Zoning Ordinance", by changing from A-1 Agriculture to R-1 Residential on the parcels located at approximately 1200 South 2750 West

A memo from Community Development Director Christensen explained the Planning Commission held a public hearing on June 4, 2013 for rezone request on the above noted property. The property is 15.89 acres in size and is currently zoned A-1 Agriculture with a General Plan designation of R-1. The proposed zone change is in accord with the General Plan. No concerns were raised in the public hearing. The Syracuse City Planning Commission hereby recommends that the City Council approve the rezone request, located at approx. 1200 S 2750 W, change from A-1 Agriculture to R-1 Residential.

[9:15:42 AM](#)

Council discussion regarding the item commenced.

[9:16:08 AM](#)

Discuss agenda item 16, Proposed Resolution R13-14, establishing the positions of Environmental Superintendent and Environmental Maintenance Workers I, II, and III, and amending the Fiscal Year (FY) 2013-2014 Wage Scale accordingly.

A staff memo from Public Works Director Whiteley explained the Utah Water Quality Act (UCA 19-5) regulates our ability to discharge storm water, sewer and land drain under the Utah pollutant discharge elimination system. Syracuse City is given authorization to discharge storm water in compliance with our permit issued in July 2010 through the State of Utah Department of Environmental Quality, Division of Water Quality. A new rule was enacted in 2012 under the Utah Water Quality Act (UCA 19-5) that regulates sewer collection systems operation through the Utah Sanitary Sewer Management Program permit issued in October 2012 through the State of Utah Department of Environmental Quality, Division of Water Quality. Penalties of non-compliance of either permit can amount up to \$10,000/day of violation (UCA 19-5-115). The creation of Environmental positions is intended to set the organizational structure for the Environmental Division, similar to the Streets Division and the Water Division. Each of these positions in the Division is established by specific skill levels and requirements. This structure also allows for career progression in the Division and will provide the ability to hire one new full time employee to work in the Environmental Division and move one FTE over from Water Division. Current public works staff will be cross-trained to assist as necessary with the excessive environmental demands in the department.

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[9:17:02 AM](#)

Council discussion regarding the item commenced.

[9:21:08 AM](#)

Council business

Parks and Recreation Director Robinson provided an overview of the activities that will take place during the upcoming Heritage Days celebration.

The meeting adjourned at [9:26:34 AM](#) .

Jamie Nagle
Mayor

Cassie Z. Brown, CMC
City Recorder

Date approved: July 9, 2013