

Minutes of the Work Session meeting of the Syracuse City Council held on August 22, 2017 at 6:05 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
Community and Economic Development (CED) Director Brigham Mellor
Public Works Director Robert Whiteley
Police Chief Garret Atkin
Fire Chief Eric Froerer
Assistant Parks and Recreation Director Chad Smout

The purpose of the Work Session was to receive public comments; participate in continued discussion regarding City support of Miss Syracuse Pageant; review park projects; hear a request to amend the General Plan from A-1 to R-1, for property located at approximately 2700 S. 3800 W.; hear a Councilmember request for discussion of rain barrel programs; hear a Councilmember request for discussion of dedicated walkways; review draft voter info pamphlet regarding Recreation, Arts, Parks (RAP) Tax ballot question; conduct Police Department Biennial Market Review; and discuss Council business.

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

Mayor Palmer adjusted the agenda to allow for discussion of dedicated walkways prior to other items on the agenda.

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Councilmember request for discussion of dedicated walkways.

Councilmember Anderson introduced the agenda item; the current ordinance pertaining to dedicated walkways requires installation of chain link fence (or its equal) at least four feet tall on each side and the full length of the walkway. She stated that a City resident who lives next to a dedicated walkway would like to remove the chain link fence because he plans to install a vinyl fence. His neighbor has installed a vinyl fence, but there is a gap between the existing chain link fence and the vinyl fence and that space is very hard to maintain and is prone to weeds. She stated she asked for this discussion to determine why the ordinance requires chain link fence and if there is an opportunity to accommodate the resident's request. Additionally, the resident has been told that he is required to maintain the walkway, but it is her opinion that is akin to telling a resident that lives next to a trail that they are required to maintain that section of the trail. She stated the walkway runs along the side of the resident's property and behind his neighbor's property.

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Community and Economic Development (CED) Director Mellor used the aid of Google Maps to orient the Council to the location of the resident's property and the walkway referenced by Councilmember Anderson, after which City Manager Bovero stated that there is no clear legislative intent relative as to why the ordinance calls for the use of chain link fence along walkways; however, there may be a security factor associated with the walkways that must be balanced with private property owners' rights to privacy or security of their property. He and Mr. Mellor facilitated a discussion among the Council regarding the actual issues at hand: first is an immediate issue relative to the resident's request and the second is a broader policy issue. The Council engaged in philosophical discussion and debate regarding the appropriateness of dedicated walkways, fencing requirements along the walkway, and any requirement for an adjacent property owner to maintain the walkway; the Council ultimately concluded they are not willing to regulate the type of fencing a resident can install on their private property and the resident is able to install vinyl fencing if he chooses. The discussion then shifted to whether the existing chain link should be taken down and if the walkway could be dedicated to one of the adjacent property owners to

enlarge their lot size. The Council ultimately concluded to create a sub-committee to consider the larger policy issue relative to the appropriateness of dedicated walkways, maintenance responsibility, or the City divesting itself of existing walkways and deeding the property to adjacent property owners to enlarge their lots. Councilmembers Anderson and Gailey volunteered to participate on the sub-committee and they asked Mr. Mellor to develop a list of all dedicated walkways in the City to aid in their discussion of the matter.

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Review of park projects.

A staff memo from the City Manager explained staff would like to update the Council on capital projects and get the Council’s opinion on future capital projects in City parks.

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Parks and Recreation Director Robinson reviewed the memo and the attached list of parks capital projects. She and Assistant Parks and Recreation Director Smout discussed the scope of each project and facilitated a discussion among the Council regarding future park projects, with a focus on timing and the scope of each of these projects.

Project	Estimated Cost	Notes/Status
700 South Trailhead (Monterey)	\$50,000	Completion by the end of September
Centennial Park Pavilion(s)	\$148,000	Waiting on design of Splash Pad
Centennial Park Restroom	\$300,000	Waiting on design of Splash Pad
Centennial Park Splash Pad	\$400,000	Drafting RFQ/Touring facilities
Park Maint. Facility – Design & Eng.	\$40,000	Drafting RFP/Touring facilities
Regional Park – Design and Engineering	\$175,000	RFP published – closing date 8-21-17
Rock Creek Restroom	\$100,000	Contract CXT for restroom design options
Tuscany Park Improvements	\$452,000	Under construction
2000 West Linear Park	\$300,000	Must be completed in 2018
Bluff Ridge Pavilion	\$60,000	
Legacy Park – Develop 5 acres	\$500,000	
Founders South Parking Lot	\$150,000	
Fremont Park – Design & Engineering	\$100,000	
Fremont Park – Develop 15 acres	\$2,300,000	
Fremont Park – Develop 50 acres	\$7,000,000	
Legacy Park – Design and Engineering	\$10,000	
Jensen Park Camp Ground		
Parks Maintenance Facility		
Dog Park		
Shooting Range		
Disc Golf Course		

Funded FY18 Contractually Obligated Unfunded

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Public comments

There were no public comments.

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Continued discussion regarding City support of Miss Syracuse Pageant.

A staff memo from the Finance Director explained this item was added to the agenda at the request of the Council; the Council has been provided with the 2016 and 2017 pageant budget, information regarding royalty appearance hours, and the scholarship request form.

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Councilmember Anderson stated that she discussed this issue with Councilmember Bolduc prior to tonight’s meeting and she would prefer that the pageant be moved under youth development programs and require pageant leaders to

create a charter similar to what has been created for the other youth programs. Councilmember Savage stated he feels that is a great idea; the pageant is a huge benefit to the City and he does not want it to be eliminated, but he likes the idea of creation of a charger, bylaws, and other guiding documents. The Council participated in high level discussion regarding future financial support of the pageant and the contribution of public money to a program that may not be available to all residents of the City. Councilmember Maughan stated that if the City is going to fund the pageant the way it funds other youth programs in the City, it needs to be treated the same. Councilmember Gailey stated he believes that is what development of bylaws will address, among other issues. Councilmember Anderson agreed and suggested that a liaison be assigned to the pageant and she recommended that Councilmember Bolduc serve in that capacity. Councilmember Bolduc accepted the assignment.

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Request to amend the General Plan from A-1 to R-1, for property located at approximately 2700 S. 3800 W.

A staff memo from the Community and Economic Development (CED) Director provided the following information regarding the property:

- Acres - 117
- Current Zoning - Not zoned because it is not annexed into the city
- Current General Plan - A-1 and Open Space
- Proposed General Plan - R-1
- Development scenarios - A-1 density = 58 units, R-1 density = around 200 units

The property is located south-east of the North Davis sewer plant. The applicant's land is currently being farmed as the soils and low valley elevation near the lake are prime for agriculture. The southern edges of the property are wetlands and fall within flood hazard maps. Development will be very limited south of the property as the lake levels fluctuate and ground water is high. There is a sewer line in 2700 South that the project would drain north to. In order to service the entire property with sewer, the southern portion of the land would have to be built up to maintain the right slope for sewer. Otherwise, development would be limited to the extent that gravity sewer could be provided. The additional utilities required for development are found in 2700 South, a county road. This portion of road does not have curb gutter or sidewalk and is two lanes.

The 117 acres is included in our 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 as they were the land owners. The annexation 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 had never returned to City Council and is essentially a pending item. The conditions of the site remain unchanged from 2014. In April 2017, David George along with Stevan Vasic submitted a new petition, now expanded to 117 acres. The City Council chose to accept the request to consider the annexation on April 25, 2017. The next steps include a recommendation from Planning Commission and decision whether or not to approve the annexation plat by the City Council.

As a precursor to the annexation, the developer has applied for a General Plan amendment of the property. The city council chose to open the general plan map to consider this amendment on June 13, 2017. He desires the R-1 zone to build homes and a ski lake. The specifics of the subdivision design are not under review by this body at this time. This application is strictly concerning whether or not this body recommends a residential use with R-1 densities at this time and at this location.

The memo concluded the Planning Commission reviewed this item in their meeting on 7/18/17 and unanimously voted to forward a recommendation for denial. The findings for denial discussed included concerns over the isolated nature of the property, cost ramifications surrounding the maintenance of taking over 2700 s from the county, the amount of fill that would need to be brought in in order to service the property with sewer, the desire to follow the general plan, and concern over wetlands. The general sentiment was that at this time they recommend that that area of the city be maintained as A-1. It was discussed that R-1 would be appropriate once the infrastructure is bolstered with surrounding development.

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CED Director Mellor reviewed the staff memo and used the aid of an aerial map to orient the Council to the location of the subject property; he also focused on discussions that have taken place between the City, the annexation applicant, and

the Utah Department of Transportation (UDOT) regarding the impact that the future West Davis Corridor project could have on the subject property.

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Mayor Palmer facilitated philosophical discussion among the Council regarding the appropriateness of the proposed development for Syracuse City; there was a focus on the presence of ground water on the subject property, the potential to achieve appropriate fall for utilities to be installed on the property, proposed lot sizes for the development, and the safety of an earthen dam on the property. The Council ultimately concluded they were not comfortable proceeding with the annexation at this time; Mayor Palmer stated he would like for the negotiations between the property owner and UDOT to conclude before the City considers the annexation and Councilmember Gailey stated he would also like to see an engineering study to determine the viability of the proposed development. Councilmember Anderson added she would like to see what will develop between the subject property and the closest nearby existing developments before proceeding.

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Councilmember request for discussion of rain barrel programs.

An Administrative staff memo explained Councilmember Bolduc requested that this item be added to the agenda; she also supplied materials referencing the Utah Rivers Council rain barrel program.

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Councilmember Bolduc stated that after further consideration of the matter, she is not sure she wants to recommend proceeding with consideration of a rain barrel program for Syracuse City. She believes a rain barrel program can be beneficial, but she is not willing to subsidize the program and she does not believe that resident participation in such a program would be likely at this time. She added that she has talked with Public Works Director Whiteley about the benefits of a program and he informed her that the City's storm water system has excess capacity and can handle a 100-year storm; therefore, she does not believe rain barrels are needed for the purpose of minimizing an impact of a large storm on the City's system. She added that residents could still choose to locate a rain barrel on their property at their own cost and there is no need for the City to be involved.

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Review draft voter info pamphlet regarding Recreation, Arts, Parks (RAP) Tax ballot question.

A staff memo from the City Recorder explained the preparation of a Voter Information Pamphlet for this type of ballot question is mandated and regulated by Utah Code Section 20A-7-402. https://le.utah.gov/xcode/Title20A/Chapter7/20A-7-S402.html?v=C20A-7-S402_2017050920170509. The Council packet included a draft version of the Voter Information Pamphlet as well as the notice published inviting arguments for or against the RAP tax.

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City Recorder Brown reviewed her staff memo and facilitated a review of the draft pamphlet included in the packet. She added she has published a notice inviting residents to submit an argument for or against the RAP tax proposition. The Council engaged in high level discussion about the content included in the draft pamphlet as well as the process for proceeding with consideration of arguments for or against the proposition.

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Police Department Biennial Market Review.

A staff memo from the Police Department referenced the PowerPoint presentation that would be used to facilitate the Biennial Market Review or "deep dive" into the Police Department. Additionally, the memo reported the Police Department has been working for several months on its first ever Annual Report. This report covers the 2016 calendar year. Release of the 2016 Annual Report was purposefully delayed to coincide with the Council's "deep dive" into the police department; the Department anticipates that future annual reports will be released in April of the following year.

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Police Chief Atkin used the aid of the PowerPoint presentation to facilitate the "deep dive" review. He reviewed the organization chart for the Department, which was updated recently to reflect the addition of the Assistant Chief position. He

then discussed the Department's involvement in other organizations, such as the Davis Metro Narcotics Task Force, the Internet Crimes Against Children (ICAC) task force, Violent Fugitive Apprehensive Strike Team (VFAST), and the North Davis Metro SWAT. One investigator or officer is assigned to each of these task forces. Additionally, several officers have specialty assignments as K9 Officers, School Resource Officers, or DARE Officers. Collateral duties for various officers include serving as instructors for emergency vehicle operations, e-warrants, handguns/rifles/armor/tasers, OC spray, defensive tactics, fitness, and field training. Several officers are also assigned to other positions, such as Public Information Officer, SWAT Negotiator, Utah DARE mentor program, Sexual Abuse Response Team, Child Abduction Response Team, Davis County Critical Incident Protocol Team, Davis County Multi-Agency Traffic Safety Task Force, Davis County Law Enforcement Administrators Association, Domestic Violence Homicide Review Team, NuHope, Davis County Multi-Agency Honor Guard, and Youth Court. He then reviewed historical case data for the Department, dating back to 2014, to illustrate trends in the City; the Department tracks data for crimes against persons, crimes against property, and crimes against society. The case load for some crimes remains steady from year to year, while case load for other types of crimes increase depending on population increases. He then summarized the City Council's vision for Police services as follows:

1. Syracuse PD is a well-trained, professional police force.
2. Syracuse PD is responsive to crime and other community issues.
3. Syracuse City police officers are courteous and service-oriented.
4. Syracuse City police officers are part of the community and respected by the public.
5. The City's policies provide guidance on the expected levels of personnel in the police department.

Chief Atkin discussed the various training programs some of his officers participated in over the past year. Additionally, since 2015:

- Assistant Chief Rogers select to attend prestigious FBI National Academy in late fall of 2018.
- Detective Johnson and Officer Mauhar selected as PD Employee of the Year (2015 and 2016 respectively).
- Detective Erin Behm and Administrative Professional Mazie Watters recognized with the Mayor's Award of Excellence (2015 and 2016 respectively).
- 16 members have been recognized as City Employee of the Month since January of 2015.
- Chief Atkin served as Secretary, Vice-President, and President of the Davis County Law Enforcement Administrators Association.
- Syracuse PD Metro Agent recognized with Citation of Honor from the Utah Narcotics Officers Association.
- Officer Penrod was featured on KSL's "Beyond the Badge" program in 2016.
- Successful Officer Appreciation banquet held each year during National Police Week in May.

Relative to responsiveness to crime and community issues, the Syracuse Police Department has made efforts to bring coordinated Neighborhood Watch program to Syracuse. Also, the Department provides low cost fingerprinting services to the public using a program staffed with volunteers. The Department has improved community outreach by creating a Facebook page and making an arrangement with Crime Reports to share information on police activities with the public. The Department also started offering the radKIDS program in summer of 2017 and in FY17, presented to over 600 people regarding online safety. The Department is courteous, service-oriented, and involved in the community.

Chief Atkin then reviewed a chart that illustrated the number of Police Officers per 1,000 residents; the chart provided historical information back to 2015 and projected future staffing increase needs through 2021. The population in 2021 is expected to be 34,708 and the Department's staffing level should increase to include 27 sworn officers. If staffing levels were not increased by 2021 and the current number of sworn officers of 23 was maintained, the Department's ratio would be .66 Officers per 1,000 residents. Four new officers are needed over the next four years just to maintain current levels of service; this does not account for increased demands due to commercial development, park development, or impacts based on infrastructure. If the minimum of four officers were added to the Department, one officer would be added to investigations and two officers would be added to patrol bringing the number of patrol officers to 12, not including rank positions. Additionally, one new patrol sergeant position would be created to provide an excellent span of influence for young officers. Other staffing considerations include the addition of an administrative assistant/administrative professional, crossing guards, and two to three new traffic unit officers. New traffic offers are needed to respond to the increase in road miles, increase in the number of schools in the City, increase in commuter traffic, increase in large commercial vehicles, increase in construction related equipment, potential increase in alcohol sales/use combined with lower DUI levels, and potential increase in marijuana acceptance and opioid problem. He concluded that other areas of consideration for the Department include retaining current staff, hiring quality people, potential retirements, replacement of radios, body camera/in-care camera systems and storage, and replacement vehicles.

Throughout his presentation, Chief Atkin responded to various comments and questions asked by the Council as they sought clarification on certain pieces of information included in the PowerPoint; there was focus on issues such as drug activity and an increase in drug use in the City (particularly in local schools), counseling resources available to officers due to the difficult nature of some of their assignments, training protocol for K9 police dogs, the ratio of officers to residents and comparison of ratios in other cities, the relationship between the Syracuse City Police Department and other law enforcement agencies throughout the State of Utah, changing in traffic patterns in the City and the need to educate residents on those changes, and equipment replacement projections. The Council expressed their appreciation for the information provided in the PowerPoint as well as in the annual report provided by the Chief. Mayor Palmer indicated that the next step in the “deep dive” for the Department will take place during the September 26 work session meeting.

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Public comments

There were no public comments.

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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 9:00 p.m.

Terry Palmer
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: October 10, 2017