

Minutes of the Work Session meeting of the Syracuse City Council held on October 14, 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 (arrived at 6:30 p.m.)  
Karianne Lisonbee (participated via telephone)  
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

The purpose of the Work Session was to review the agenda for the business meeting to begin at 7:00 p.m.; review the City's truancy ordinance; discuss potential to refinance 2006 Municipal Building Authority (MBA) Bonds; review the scope and fee for the Syracuse City Parks and Recreation Master Plan; review items forwarded by the Planning Commission; 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 of City's truancy ordinance**

A staff memo from City Manager Bovero explained that per the request of Councilmember Lisonbee, the Mayor has placed this issue on the agenda for discussion. The City's truancy law is governed by Chapter 12 Section 10.020, which is attached. Below is a summary of the law:

- Minors are restricted from loitering in public places, restricted dwellings, or any unsupervised place during normal school hours, for the school that applies.
- Parents of minors are also responsible when their child is in violation.
- Section C of 12.10.020 lists defensible reasons for a minor to legally act in contrary to the restrictions in this law.
- Prior to taking any enforcement action, police officers are required to ask minors their age and reason for being in the public place or other restricted area. Reasons under Section C would eliminate the police officer's need for enforcement.
- Upon any violation, a police officer may take the minor into custody or issue a citation. If in custody, the police officer must take the minor to the principal of the designated school, or release the minor to a place approved by the school board.
- If unable to release the minor to the school, the police officer may release the minor to his/her parent or guardian.
- If cited, both the minor and parent are to appear in youth court or Juvenile Court.
- The parent shall not be cited, unless the minor has been previously cited and the parent has been warned previously.
- The violation is a Class C misdemeanor. First offense is a minimum of \$50, subsequent offense is a minimum of \$100. The court may also apply other penalties such as community service.

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Councilmember Lisonbee stated she asked for this item to be on the agenda after being contacted by a citizen who is concerned about the City's involvement in this matter; she asked for council discussion and consideration of the truancy code.

Mayor Palmer asked Councilmember Lisonbee if she has any particular concerns about the City's code. Councilmember Lisonbee stated she does not have the documentation in front of her currently, but noted the citizen that contacted her had some good ideas about potential code amendments. Mayor Palmer asked Police Chief Atkin to provide a brief description of how the Police Department addresses truanancies. Chief Atkin stated there have only been 10 truancy citations since January 1, 2013. He noted his officers are not actively looking for truant children. Councilmember Peterson stated there are State laws in place that require children to be in school during school hours. Chief Atkin agreed and noted he compared the City's ordinance with the ordinances used in Layton and Clearfield and they closely mirror one another. Councilmember Peterson stated the City may be able to use the State law to address the issues. Councilmember Lisonbee agreed and referenced the section of State Code that addresses the issue, but provides exceptions for things like home-schooling. There was a brief discussion regarding enforcement of State Code and the City's ordinance, with Chief Atkin noting that most truancy issues are referred to the City's youth court. Councilmember Lisonbee asked that City Attorney review State Code and compare it to the City's ordinance regarding truancy in preparation of having an additional discussion about the matter at a future meeting. City Manager Bovero asked if it would be the policy of the Council that the City's ordinance not be more restrictive than State Code. Councilmember Lisonbee stated she would prefer that the City's ordinance not be stricter than State Code. Councilmember Duncan stated he would appreciate a comparison of the City's ordinance with State Code.

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### **Discuss potential to refinance 2006 Municipal Building Authority Bonds**

A memo from the Finance Director explained the City has an opportunity to refinance our 2006 MBA Lease Revenue Bonds. The 2006 bond was used to construct City Hall, renovate the police Department, and add an addition to the Public Works building. The Municipal Building Authority is a separate legal entity from Syracuse City Corporation. It was established in August 2006 to allow the City to streamline the funding and construction of city facilities. The MBA borrows funding, constructs facilities, and leases them to the City. The lease payments made by the City provide the revenue for the MBA to make the debt payments. Eventually the debt will be paid off and the properties will be deeded to the City. The executive board of the MBA is comprised of the Mayor and Council members of Syracuse City. Typically the industry standard for moving ahead with a bond refinance is 3%; meaning the savings we recognize from the refinance should exceed 3% of the refunded principal. In this case, we exceed this industry standard because our projected savings would be 3.69% of the refunded principal. The 3.69% savings is also a net calculation after all the issuance costs have been paid. This means that the city would not have to pay anything at the close of the refinance. We would wrap up the closing costs and costs of issuance into the repayment schedule. By wrapping up the closing costs, the principal outstanding would actually increase over the current amount outstanding; however, the savings would be recognized in lower interest payments. Even with the higher principal amount, the savings per year would be \$19,000 or \$266,000 over the remaining life of the 14-year bond. The refinance would not extend the term of the bond; it would simply keep the repayment schedule the same (in terms of years remaining).

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Mr. Marshall reviewed his staff memo.

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Councilmember Peterson stated that he spoke to Jonathan Ward from Zion's Bank recently and he recommended the City proceed with this action.

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The Council had a brief discussion regarding the use of the savings, with the suggestion to put the \$266,000 towards the principle amount of the bond. Mr. Marshall stated such an action would save the City \$266,000 on the final bond payment. He noted the bond will still be paid off in 2028. Councilmember Duncan wondered if it would be better to wait until 2016 to refinance the bond in order to avoid the costs associated with refinancing within 10-years of the bond issuance date. Mr. Marshall stated there will still be costs associated with refinancing in 2016, but he can do some research to determine what those costs could be. City Manager Bovero added that there is not a large demand for financing due to current economic conditions, which is likely why the City is able to get low rates for the bond. Mr. Marshall concluded the

discussion by reviewing the next steps for proceeding with the bond refinance and the Council concluded they are comfortable proceeding with inviting bids for the refinance.

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**Review agenda item 5: Scope and fee for Syracuse City Parks and Recreation Master Plan.**

A staff memo from City Planner Schow explained that as Syracuse continues to grow at a steady rate, we now have the need for a Parks and Recreation Master Plan to guide and direct future development in order to fulfill our open space and recreation demands. The City staff has been working with the Engineering group JUB to contract out the development of a Master Plan. The basic components of the contract include the following:

- Meeting & Project Management \$9,750.00
- Inventory 4,375.00
- Analysis 13,300.00
- Final Master Plan 6,300.00
- Public Survey 5,250.00
- Stakeholder Survey 4,825.00
- Alternative Task Public Involvement 6,150.00
- **Grand Total \$49,950.00**

The memo concluded the Parks Advisory Committee reviewed the draft proposal and concluded that the City would benefit from two surveys and that City staff and the committee could be responsible for any additional public involvement. The Engineering Company adjusted the proposal to include two surveys and an alternative option to include public involvement.

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Ms. Schow reviewed her staff memo. Mr. Bovero provided input regarding the benefits of the surveys, after which the Council engaged in a discussion regarding the best way to go about completing the survey. The Council was hesitant to pay a contractor \$6,000 for the public involvement portion of the project and concluded to continue discussion during the business meeting before making a decision regarding the breakdown of the tasks to be assigned to the contractor and the tasks to be assigned to staff.

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**Review items forwarded by the Planning Commission: Final Plat Approval, Avery Gardens Subdivision, located at approximately 1525 W. 2700 S., applicant NS Group Holdings, LLC.**

A staff memo from the Community Development Department explained all requirements and standards of Subdivision have been met. The project outline is as follows:

Rezone Approval	
Planning Commission	September 2, 2014
City Council	September 9, 2014
Sketch Plan Approval	
Planning Commission	September 6, 2014
Preliminary Plan Approval	
Planning Commission	October 7, 2014
Final Plat	
Planning Commission	October 7, 2014

The development consists of six lots on 2.92 acres. The Planning Commission recommends approval to the City Council for the Final Plat of Avery Gardens Subdivision, request NS Group Holdings LLC, property located at approximately 1525 W 2700 S, subject to all applicable requirements of the City's municipal codes and city staff reviews.

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Community Development Director Christensen reviewed her staff memo.

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**Review items forwarded by the Planning Commission: Final Plat Approval, Trails Edge Subdivision Phases 1 and 2, located at approximately 3250 W. 700 S., applicant Mark Sandberg.**

A staff memo from the Community Development Department explained all requirements and standards of Subdivision have been met. The project outline is as follows:

General Plan Approval	
Planning Commission	April 15, 2014
City Council	May 13, 2014
Rezone Approval R-3	
Planning Commission	June 3, 2014
Council Approval	June 10, 2014
Rezone Approval R-1	
Planning Commission	July 1, 2014
Council Approval	July 8, 2014
Sketch Plan Approval	
Planning Commission	June 17, 2014
Preliminary Plan Approval	
Planning Commission	August 19, 2014
Final Plat	
Planning Commission	October 7, 2014

The development consists of 2 phases consisting of 46 lots on 16.91 acres. The memo concluded the Planning Commission recommends approval to the City Council for the Final Plat of Trails Edge Subdivision, Ph. 1 & 2, requested by Mark Sandberg, property located at approximately 3250 W 700 S, subject to all applicable requirements of the City's municipal codes and city staff reviews.

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Community Development Director Christensen reviewed her staff memo.

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**Review items forwarded by the Planning Commission: Final Plat Approval, Cooks Quarters Subdivision, located at approximately 2600 W. 700 S., applicants Sarah and Steven Cook.**

A staff memo from the Community Development Department explained all requirements and standards of Subdivision have been met. The project outline is as follows:

Rezone Approval	
Planning Commission	August 16, 2014
City Council	September 9, 2014
Sketch Plan Approval	
Planning Commission	August 16, 2014
Preliminary Plan Approval	
Planning Commission	October 7, 2014
Final Plat	
Planning Commission	October 7, 2014

The development consists of 2 lots on 0.82 acres. The memo concluded the Planning Commission recommends approval to the City Council for the Final Plat of Cooks Quarters Subdivision, request Sarah & Steven Cook, property located at approximately 2600 W 700 S, subject to all applicable requirements of the City's municipal codes and city staff reviews.

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Community Development Director Christensen reviewed her staff memo.

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**Council business**

Mayor Reported former Councilmember Alan Nance passed away over the weekend and he expressed condolences to Mr. Nance's family.

Mr. Bovero referenced the National Incident Management System (NIMS) training class tracking chart for staff and the Governing Body and reminded everyone that if they complete all required training prior to October 31 he will provide dinner at the November 19 City Council meeting.

Mayor Palmer reported SBOSS will host a trunk or treat event at RC Willey on October 27 and they asked for a public safety presence at the event.

The meeting adjourned at 6:53 p.m.

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Terry Palmer  
Mayor

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Cassie Z. Brown, CMC  
City Recorder

Date approved: November 19, 2014