

Minutes of the Regular meeting of the Syracuse City Council held on November 13, 2018 at 6:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson
Corinne N. Bolduc
Dave Maughan
Doug Peterson
Jordan Savage

Mayor Mike Gailey
City Manager Brody Bovero
City Recorder Cassie Z. Brown

City Employees Present:

City Attorney Paul Roberts
Finance Director Steve Marshall
Public Works Director Robert Whiteley
Police Chief Garret Atkin
Community and Economic Development Director Noah Steele
Deputy Fire Chief Jo Hamblin
Assistant Parks and Recreation Director Chad Smout

1. Meeting Called to Order/Adopt Agenda

Mayor Gailey called the meeting to order at 6:00 p.m. as a regularly scheduled meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember. Councilmember Maughan provided an invocation and Councilmember Peterson led the audience in the Pledge of Allegiance.

COUNCILMEMBER MAUGHAN MOVED TO ADOPT THE AGENDA. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

2. Public comment.

Police Chief Garret Atkin reported on the efforts of the Police Department to raise money for the Make A Wish Foundation to aid in granting a wish for local Syracuse children; one child has had her wish granted and will be leaving for Disneyworld tomorrow morning. The annual Guns and Hoses Charity Basketball Game is scheduled for December 10 and this will be the final fundraising push for the Foundation; he encouraged all to attend and to spread the word about the event.

Pat Zaugg stated she has been asked by a resident, Brad Roennebek, to read a letter to the Council. The letter read as follows:

“City Council-

I feel I need to contact you in regard to the recent events that have transpired in regard to high density and zoning changes. Recently both the city council and city planning commission bowed to a developer and took our least dense zoning and approved our most dense. The property in question is directly across Bluff Rd from at me at approx. 3000 S. I attended the planning commission, and while I am not eloquent or enjoy public speaking, I stood up to oppose the decision. Not a single person from the community stood in favor of the decision. I think that is something you as a council should consider.

I know it has been stated over and over that you do not follow the Social Media posts for input into your decisions, however, it is the fastest means for you to get a pulse on the community. 29 hours ago, I made a simple poll on Syracuse Citizens in regard to high density. You can go and check it out yourself, but the results were 298 votes AGAINST high density and 37 in favor. I understand this is a small sample size though it does show what I believe to be the desire of a larger part of our community.

I find it in poor taste to put in a high-density development right next to our NATURE park. That previous sentence completely contradicts itself, don't you think? I surmise that if this property at 3000 S Bluff Rd. was right next to you, your neighborhood, or your back yard you would be in firm opposition of it. Why do we want to send a message to all developers out there that we will bow to them and change our zoning in order to line their pockets? Unfortunately, I cannot be at the meeting tonight to say all this in person as I am traveling for work. I would ask that someone from this council read my email tonight in my absence. I also strongly ask that you reconsider the zoning changes recently made and reconsider decisions that send a message that we will cater to anything a developer wants.

I would love to further discuss my position with any of you should you desire.”

Ms. Zaugg then added her own comments. She stated that she would also encourage the City Council to review the results of the poll mentioned by Mr. Roennebeck. She the noted that she was a member of the committee that was tasked with developing a master plan for the City; that plan was vetted and approved, and she is unsure why the City is considering reopening that issue. The plan was developed by an entire committee of citizens; additionally, the City conducted another study several years ago that asked for citizen input regarding high density housing and residents overwhelmingly rejected high density housing. She stated she is asking the Council to honor the voice of the people and not the voice of a developer; developers do have a say, but they should follow what the citizens have indicated they want for the future of the City. She stated that she assumes that if the number of people that responded to the Facebook survey – 298 – were present this evening to communicate they were opposed to the rezoning, that the Council would listen to that direction and vote that way. She stated she hopes the Council will heed that advice.

3. Presentation of Syracuse City and Syracuse Chamber of Commerce “Award for Excellence” for the month of November 2018.

The City wishes to recognize citizens who strive for excellence in athletics, academics, arts and/or community service. To that end, in an effort to recognize students and individuals residing in the City, the Community and Economic Development, in conjunction with the Syracuse Chamber of Commerce, present the recipients for the “Syracuse City & Chamber of Commerce Award for Excellence”. This monthly award recognizes the outstanding performance of a male and female who excel in athletics, academics, arts, and/or community service. The monthly award recipients will each receive a certificate and be recognized at a City Council meeting; have their photograph placed at City Hall and the Community Center; be written about in the City Newsletter, City’s Facebook and Twitter Feed, and the City’s website.

Chamber of Commerce representative Keith Kennington noted both youth receiving the award for November 2018 were nominated by the staff of Syracuse Arts Academy – Antelope Elementary campus.

Lyla Wilson:

Lyla is a 6th grader at Syracuse Arts Academy Antelope Elementary. She always has a positive attitude with everyone and is always smiling. She takes pride in what she does and is always willing to help. Lyla is a natural leader with excellent leadership skills. She accepts responsibility without being asked or prompted. She is a member of the show choir and has participated in school plays and has had main parts in the plays. Lyla also participates in gymnastics outside of school. Lyla helps with the recycling program at school and has great attendance. She is an excellent student and works hard in all academic areas. She is a peer helper and has received an "H" (Honors) for citizenship multiple times.

Evan McQuarrie:

Evan is always ready to help others. He is often observed including other students in a game of basketball. Evan has great leadership skills, he can quickly recognize when someone needs help and does not hesitate to ask. Evan is a 6th grade student leader, is a member of the band and you can always find him playing sports, especially basketball. He helps with the recycling program at school. Evan is a great example of excellence in academics and social situations. He is always willing to help. He has great attendance and has received "H" (Honors) for citizenship in the classroom multiple times.

4. Introduction of new Police Officer Kayleb Kester

Police Chief Atkin introduced recently hired Police Officer Kayleb Kester, who recently completed his Field Training Officer (FTO) program for the Department. He invited Officer Kester to address the Council. Officer Kester stated he was born and raised in Syracuse City, attending Syracuse schools and ultimately graduating from Clearfield High School. He provided information about his higher education and his employment history and stated that he interned with the Department in 2011. He stated he is grateful for the opportunity to work for Syracuse City.

5. Approval of minutes

The following minutes were reviewed by the City Council: Special Meeting and Work Session of September 25, 2018 and the Work Session and Regular Meeting of October 9, 2018.

COUNCILMEMBER PETERSON MADE A MOTION TO APPROVE THE MINUTES LISTED ON THE AGENDA AS PRESENTED. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED AYE.

6a. Common consent: Proposed Ordinance 18-17 amending Chapter 4.30 of the Syracuse City Code pertaining to cemetery regulations.

A staff memo from the City Attorney explained as directed in the work session on October 23, the most recent version of the proposed ordinance permits up to two shepherd's hooks on a position, but they must be placed on the north or south side of the monument or marker. The changes are located in section 4.30.130(B)(1)(b). They are still limited to 48 inches in height and may not encroach onto other positions.

COUNCILMEMBER BOLDUC MOVED TO ADOPT ORDINANCE 18-17 AMENDING CHAPTER 4.30 OF THE SYRACUSE CITY CODE PERTAINING TO CEMETERY REGULATIONS. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

6b. Common consent: Proposed Ordinance 18-18, zone change for property located at approximately 1726 S. Bluff Ridge Drive.

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

Location:	1726 South Bluff Ridge Drive
Current Zoning:	ID (Industrial Development)
Proposed Zoning:	GC (General Commercial)
General Plan:	GC (General Commercial)
Total Request Area:	0.81 Acres

The applicant has requested approval of a rezone from Industrial Development to General Commercial on property located at 1726 South Bluff Drive. During their regular meeting on October 16, 2018 the Planning Commission recommended unanimous approval of this request. The following is reasoning provided by the applicant for the request:

“The purpose for this rezone is to allow for more commercial uses on this parcel. The idea is to either do a single-tenant standalone building or a multi-tenant building, both options for restaurants or retail. The current zoning does allow for restaurants, but I would like to have the option to also do retail now or in the future. This zoning change supports the city's general plan for this area, would clean up this vacant corner and potentially attract more commercial developers to this part of town.”

The subject property is bordered on the north, east, and south by commercial development typically found in the General Commercial Zone including a restaurant, credit union, and gym. The property has a General Plan designation of General Commercial which would support the proposed zoning. The size of the property limits the type of development that may occur in the Industrial Development Zone. However, several of the permitted and conditional uses would be reasonable on a property of this size. The memo provided a comparison between the uses permitted in the Industrial Development Zone and the General Commercial Zone. The uses unique to the General Commercial Zone are:

- Amusement and recreational activities.
- Animal clinics.
- Automotive retail and routine maintenance services.
- Dwellings (existing).
- Hotels and motels.
- Retail Trade.
- Theaters and amusement facilities.
- Animal Hospitals.

The applicant has expressed a desire for a few possible uses of the property, all of which are permitted within the General Commercial Zone. The General Plan for this property and all the property surrounding is General Commercial. However, there are over 500 acres of largely undeveloped land that is General Planned as General Commercial in the city. Staff recommends a focus on the property's location to determine its suitability for General Commercial in addition to referencing the General Plan Map.

COUNCILMEMBER BOLDUC MOVED TO ADOPT ORDINANCE 18-18, ZONE CHANGE FOR PROPERTY LOCATED AT APPROXIMATELY 1726 S. BLUFF RIDGE DRIVE. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

6c. Common consent: Re-affirm adoption of Ordinance 18-12, declaring the annexation of 6.23 acres of property located at approximately 3000 W. 2900 S.

A staff memo from the City Recorder explained that following the Council's action on June 12, 2018 to approve the annexation of property located at 3000 W. 2900 S., there was a delay in finalization of the annexation plat as staff was working with applicant to address outstanding issues and secure all required signatures. As such, the plat and ordinance were not submitted to the State of Utah Lieutenant Governor's Office for certification within the required 30-day time period. The City Recorder received word last week that the annexation would not be certified until the Council has reaffirmed adoption of the ordinance and the ordinance is resubmitted to the Lieutenant Governor. There are no changes to the ordinance or annexation plat; this is simply a housekeeping item.

COUNCILMEMBER BOLDUC MOVED TO RE-AFFIRM ADOPTION OF ORDINANCE 18-12, DECLARING THE ANNEXATION OF 6.23 ACRES OF PROPERTY LOCATED AT APPROXIMATELY 3000 W. 2900 S. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

7. Report of findings of additional traffic data collection study at 1950 South Allison Way.

A staff memo from the Public Works Director explained this is a continuing discussion from previous council meetings on Aug 28, 2018 and Sept 25, 2018 when Brad Phippen made a request to the council to put the four-way stop back as it was prior to July 2018.

Traffic Data was collected August 22-24, 2018, which included the first three days of school. This data indicates peak hour traffic volumes of 106 – 111 driving at an average speed of 15 mph and 19 mph at the 85th percentile. Traffic data was also collected on October 23-26, 2018. The data indicates peak hour traffic volumes 127-154 driving at an average speed of 17 mph and 20 mph at the 85th percentile. Both data sets have similar peak hour volumes and are showing speeds below the speed limit.

No accidents have been reported since the sign change was made in July 2018.

According to national standards established in MUTCD 2B.07, the two way stop in its current condition is a safe intersection based upon traffic volume, speed, and accident history. MUTCD 1A.04 and 1A.05 specifies "functional maintenance of traffic control devices should be used to determine if certain devices need to be changed to meet current conditions" and "Unnecessary traffic control devices should be removed". In this case, because of changing traffic conditions, two of the stop signs were unnecessary and were removed.

Conclusion: Follow national standards as adopted by the Federal Highway Administration as well as the Utah Administrative Code regarding the placement of traffic control devices. In so doing, this would keep the traffic control at this intersection in its current condition.

Consideration: Council could adopt a resolution that clearly specifies that all traffic control devices follow MUTCD standards as adopted by Utah Code. The resolution could specify that the neighborhood traffic calming program could be eliminated in order to prevent the assumption that the public may make traffic control decisions. Public who may have concerns regarding traffic signs and speed already have a process to follow:

- Traffic sign concerns are handled by public works.
- Speed concerns are handled by the police department.

Public Works Director Whiteley reviewed his staff memo and used the aid of a PowerPoint presentation to provide the findings of the traffic study. He first explained that the Manual on Uniform Traffic Control Devices (MUTCD) is referenced in Utah Code, Title 41, Chapter 6a, Section 301, and, with the included changes made within the Utah Manual, shall be recognized as the State of Utah standard for all traffic control devices installed on any street, highway, bikeway, or private road open to public travel (see definition in Section 1A.13) in accordance with 23 U.S.C. 109(d) and 402(a). He then reviewed the history of this subject, dating back to May 8 when residents from households on 1950 South expressed concerns about traffic safety. This led to an inter-department review for action, which was ultimately based upon traffic data collected between June

12 and 16. On July 2, a four-way stop was created at 1230 West and the four-way stop at Allison Way was changed to a two-way stop. On August 20, residents on Allison Way expressed concern about the change and additional traffic data was subsequently collected between August 22 and 24. The issue was first discussed with the City Council on August 28 and then again on September 25, with direction given to staff to collect additional traffic data. The follow-up traffic study was completed between October 23 and 26. He presented a graph to illustrate the findings of the traffic study for the intersections of 1230 West Tivoli Way and 1950 South Allison Way. At 1230 West Tivoli Way, there were 5,466 vehicles and the 85th percentile speed was 30 miles per hour. The 85th percentile speed is the speed at or below at which 85 percent of the vehicles are observed to travel at free-flowing conditions; the 85th percentile speed is also the speed considered to determine when and if traffic control devices are needed. At 1950 Allison Way, there were 4,136 vehicles and 85th percentile speed was below 25 miles per hour at 19 and 20 miles per hour, respectively. Less than one percent of the vehicles observed were speeding and this indicates that the Allison Way intersection is functioning very well. He then noted that the initial engineering study performed on June 21, 2018 was completed in accordance with the MUTCD and it identified changes in traffic patterns associated with road connections. It took into consideration accident reporting and traffic volume and the ultimate conclusion was that unnecessary traffic control devices could be removed. Mr. Whiteley concluded that after performing additional traffic data collection at the intersection he feels that traffic control at the intersection in question complies with National and Utah standards; any concerns related to safety at the intersection can now be handled by City staff in the Police and Public Works Departments.

Councilmember Anderson indicated that her concern has been that there is no policy document in the City that communicates to the public that the City will follow the MUTCD relative to the placement of traffic control devices, including stop signs. She added that she believes there are other areas of the City that may be similar to this area in that unnecessary traffic control devices may be in place and she wondered if it is appropriate for the City to proceed in bringing all of those areas into compliance with the MUTCD. She suggested that a plan be developed to determine the best course of action for evaluating the nature of existing traffic control devices in the City and whether they may still be necessary. Mr. Whiteley stated that while that type of plan may not be specifically documented, it is the type of practice that is employed as staff evaluates traffic control at three different trigger points: upon a new development proposal, in conjunction with a capital improvement project, or upon public request. He stated that practice could be stated within a resolution document. Mayor Gailey added that the MUTCD is mandated by the State of Utah and he is comfortable that the decisions made by City staff were in compliance with that standard. He stated that he would entertain continued discussion about the potential to consider a formal policy at a future work session meeting.

8. Presentation of Audit Report by Administrative Services Director Marshall and Keddington & Christensen, LLC.

A staff memo from the Administrative Services Director explained Steve Rowley, Audit Partner from Keddington & Christensen, will be in attendance and will give a detailed presentation about this year's audit and will be able to answer any questions. The memo also referenced the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018. It provides very good information on the financial position of the City. The City has been awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for the eight previous years. City Administration will be submitting this CAFR for the award again this year with the expectation that the City will be awarded that same recognition. A lot of hard work has gone into the preparation of this report and the work of all Departments and their collaborative efforts are recognized.

Administrative Services Director Marshall introduced Mr. Rowley of Keddington & Christensen, who facilitated a review of the audit report. He explained that it is the auditor's responsibility to express opinions on the City's financial statements; the audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Governmental Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the auditor plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. He stated it is the auditor's opinion that the City's financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Syracuse, Utah as of June 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. He communicated that Mr. Marshall and other City staff do an excellent job at assuring compliance with generally accepted accounting principles. He referred the Council to the management discussion analysis section of the report, which provides a high-level view of the

financial position of the City. He then discussed internal control over financial reporting and indicated that while the audit was not designed to identify all deficiencies in internal control that might be material weaknesses, or significant deficiencies. Given these limitations, during the audit there was no identification of any deficiencies in internal control that were considered to be material weaknesses. Additionally, the results of the auditor's tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. Finally, the auditor is required to provide the State of Utah with a report on the internal controls over compliance for the following areas: Budgetary Compliance, Utah Retirement Systems (URS) Compliance, Justice Courts, Open and Public Meetings Act, Restricted Taxes and Related Revenues, Enterprise Fund Transfers, Reimbursements, Treasurer's Bond, Loans and Services, Fund Balance, and Tax Levy Revenue Recognition. It is the auditor's opinion that the City of Syracuse has complied, in all material respects, with the compliance requirements referred to for the year ended June 30, 2018. Mr. Cowley stated that the auditor did not encounter any difficulties in performing the audit and Mr. Marshall, as well as other City employees involved in the audit, were very well prepared and facilitated a smooth audit.

9. Authorize Administration to Award Information Technology (IT) Services contract.

A staff memo from the Administrative Services Director explained Administration advertised a request for proposals for IT contract services (proposal A) and for the development of a comprehensive IT plan (proposal B). This RFP was advertised on 9/24/2018 for a period of 3 weeks. All bids were due by October 15, 2018 at 4:00 PM. The requirements of the RFP allow for a combined bid or bids on individual proposals A or B. The City received six bids and a summary is provided; each bidder was evaluated based on price, responsiveness of proposal, technical experience of the firm, and qualifications of staff. They were scored on a 100-point scale. The high score and recommended company for award was Executech for both proposal A and B. Below is a summary of the scores:

- o Executech – 95 Points
- o Computech – 80 Points
- o Janadhi & Company – 75 points
- o Les Olsen – 65 points
- o V-Tech Solutions – 0 points – Price prohibitive.
- o No Name – did not submit proposal in time

Evaluation Summary:

- o One firm did not submit in time and was disqualified.
- o **V-Tech solutions** - pricing was 3 times in cost of all other firms and was disqualified based on price.
- o **Janadhi & Company and Les Olsen** – had no city experience with IT solutions and very limited single service government experience. Also, the price for Les Olsen was higher than Executech.
- o **Computech** – was \$17,000 higher in price than Executech. It is a smaller firm with less resources.
- o **Executech** – most experienced firm based on list of companies served including staff experience, competitive pricing, and they are our current vendor and have proven they are knowledgeable and capable of doing the job. Also, if they are awarded both bids, they will do the comprehensive IT plan at no additional cost.

Mr. Marshall reviewed his staff memo.

Councilmember Maughan expressed his concern about the lack of Council involvement on the committee that evaluated the proposals that were submitted. He stated that his profession is in the IT field and he would have appreciated the opportunity to offer his expertise. He stated he is unsure the Council has enough information to make a decision on the contract award tonight. Councilmember Bolduc stated that she is comfortable with the review criteria utilized by City Administration and she would support the recommendation. The Council debated the two points raised and ultimately deferred to Councilmember Maughan based upon his expertise in the IT field. They concluded to delay the award to allow for Councilmembers Maughan and Savage to be involved in additional review and evaluation of the proposals received in anticipation of a contract award at the next City Council meeting.

COUNCILMEMBER MAUGHAN MOVED TO TABLE THE AWARD OF THE INFORMATION TECHNOLOGY (IT) SERVICES CONTRACT. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

10. Public hearing – authorize Administration to dispose of surplus property.

An Administrative staff memo explained Several City Departments have pieces of equipment that they would like to surplus. The explanations provided by each Department are included below:

- **Admin:** Administrative Services Department has several items from IT that need to be disposed. They include:
 - 50 laptops / Tablets that are 2010 and older;
 - 15 desktop computers that are 2012 and older;
 - Desktop Printer – broken;
 - Old Software – Windows 7 and older;
 - Plotter machine – at least 10 years old – not used, limited function;
 - Spare Cables;
 - 2 Sprint Hot Spot Access points;
 - 10 monitors – 2010 and older;
 - 10 Shortel phones – broken screens, broken keys, etc;
 - Server – Website and Sportsman – crashed in July, not functional;
 - Old Network Switches – 100 MB; and
 - Miscellaneous parts – 8-10 years old, not usable or functional.
- **Fire:** With the anticipated delivery of the Department’s new transport engine, Fire Chief Byington recommends that the 1995 Smeal Fire Engine, VIN# 4S7CT9KO4SC017275 be approved as surplus.
- **Public Works:**
 - 2007 F150 truck: Meter Reader Truck Replaced, 76191 miles;
 - 2005 Dodge Ram 2500 ST/SLT Hemi 154189 miles;
 - 2006 Dodge Ram Cummins 105722 miles; and
 - 2005 Dodge Ram Hemi and snowplow; snowplow for Fire Department, 122425 miles.

Administrative Services Director Marshall reviewed the information in the staff memo pertaining to the Information Technologies (IT) Division. Councilmember Maughan suggested that City Administration look into the option of recycling the IT equipment, though doing so may yield a minimal return. Mr. Marshall stated that was his plan, after which he reviewed the information in the memo relating to the Fire and Public Works equipment to be disposed of; these vehicles will be made available to the public via an auction.

Mayor Gailey opened the public hearing; there were no persons appearing to be heard and the public hearing was closed at 7:02 p.m.

COUNCILMEMBER MAUGHAN MOVED TO AUTHORIZE ADMINISTRATION TO DISPOSE OF SURPLUS PROPERTY. COUNCILMEMBER PETERSON SECONDED THE MOTION; ALL VOTED IN FAVOR

11. Preliminary Plat Approval, Hunters Glen Subdivision, located at approximately 920 S. 4000 W.

A staff memo from the Community and Economic Development (CED) Department provided the following information about the application:

Location:	920 S. 4000 W.
Current Zoning:	R-2 (Single Family Residential)
General Plan:	R-2 (Single Family Residential)
Total Request Area:	23.1 Acres

The applicant, Robin Patterson, has applied for approval of a preliminary subdivision plat called Hunter’s Glen at 920 South 4000 West in the R-2 Single Family Residential Zone.

The cul-de-sac length in the subdivision has been a topic of discussion between the applicant and the City for some time. A variance to the cul-de-sac length limit of 500 feet was granted on May 7, 2018. The variance was approved unanimously by the Board of Adjustment with the following conditions, which are satisfied with the attached plan:

1. The fire hydrant location be moved off the end to not be in conflict with snow stacking.
2. The width of the cul-de-sac be enlarged.

3. There shall be a dedicated snow stacking space.

The Planning Commission is forwarding a positive recommendation for approval with a condition that any outstanding engineering comments are addressed before final plat. See attached engineering review for items.

The property is within the sensitive area overlay zone which requires a wetland delineation, geotechnical soils report, and jurisdictional determination by the Army Core of Engineers due with preliminary plat. These materials have been provided to the city satisfying the requirements of the ordinance and are on file with the CED department.

CED Director Steele reviewed his staff memo.

Councilmember Maughan stated he is concerned about the issues relating to the cul-de-sac and inquired as to why the recommendation includes allowance of a cul-de-sac length that exceeds 500 feet. Mr. Steele stated that issue was considered by the City's Board of Adjustment and they ultimately recommended to allow a cul-de-sac length that exceeds 500 feet so long as the cul-de-sac is widened in order to facilitate maneuvering of large vehicles, such as an emergency response apparatus or garbage truck. Councilmember Anderson asked if an application is required to meet a defined set of criteria in order to receive approval of a variance from the Board of Adjustment, to which Mr. Steele answered yes. City Manager Bovero added that the Board of Adjustment is a body provided for by State Law and they are the only body in the City that has the authority to grant a variance from a land use regulation.

COUNCILMEMBER ANDERSON MOVED TO GRANT PRELIMINARY PLAT APPROVAL FOR THE HUNTERS GLEN SUBDIVISION, LOCATED AT APPROXIMATELY 920 S. 4000 W. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

12. Proposed Ordinance 18-21 amending Chapter 10.82 of the Syracuse City Municipal Code pertaining to the Residential Planned Community (RPC) Zone.

A staff memo from the Community and Economic Development (CED) Department provided a summary of the Planning Commission's proposed changes to the ordinance pertaining to the Residential Planned Community (RPC) zone.

1. Allowing townhomes up to 6 units attached
2. Increasing from 47% up to 50% of the total project units to be less than 3,500 square foot lots
3. Reducing the 2 car garage requirements from 100 % of the units down to 75% of the units
4. Allowing a fee to be given in lieu of constructed common space if within 1/2 mile of 'receiving' park.
5. Increasing parking requirements to have two car parking spaces in the driveway in front of the garage
6. Increasing allowed density from 4 units per acre to 5 units per acre

The Planning Commission has conducted a very detailed review of the proposed changes and is offering the following recommendations. The majority of the commission preferred maintaining the RPC zone as a single-family neighborhood zone within the current 4 units per acre maximum density. There was not majority support for changes 1 through 4 as listed above. However, item five, concerning requiring a larger driveway in front of each unit for parking was unanimously supported. To summarize the sentiment of the commission, the allowed 3,500 square foot lots within the zone are felt to be 'small enough' to provide housing options within the larger community. Also, there was concern about the location in which the RPC zone may be applied in the future as most 100 acre and larger parcels are located towards the perimeter of the city where it was felt townhomes would not be appropriate.

City Council reviewed this amendment on September 25, 2018 at which time the Mayor assigned Dave Maughan and Jordan Savage to a task force committee. The committee convened twice since then and is forwarding the attached revised ordinance. The committee agreed with the planning commission that 6 units attached was too many. They also felt that allowing one car garages was not advisable. They did feel that in lieu-fees for common space, increased density to 5 units per acre, and 50% smaller than 3,500 would be appropriate and instructed staff to work towards the attached language.

Mr. Steele reviewed his staff memo and indicated the proposed ordinance amendments have been included in the City Council's meeting packet.

Councilmember Maughan reported on his participation with the task force assigned to consider this issue and stated he is comfortable that the proposed amendments will result in improvements to the zone.

COUNCILMEMBER MAUGHAN MOVED TO ADOPT ORDINANCE 18-21 AMENDING CHAPTER 10.82 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO RESIDENTIAL PLANNED COMMUNITY (RPC) ZONE. COUNCILMEMBER BOLDUC SECONDED THE MOTION.

Councilmember Anderson stated that the previous version of the ordinance required that the zoning designation would be granted only when an applicant can demonstrate a substantial benefit to the community and she asked why that stipulation has been removed from the ordinance. Mr. Steele stated that is a criterion that must be met in order for an applicant to secure approval of a General Plan amendment, but he does not recall it being included in the RPC zone ordinance. Councilmember Maughan stated he also believed the language mentioned by Councilmember Anderson was included in the zone. Mr. Steele stated that he feels that the stipulations that would be placed on application for this zone would essentially meet the definition of providing a 'substantial benefit' to the community. Councilmember Maughan stated he is comfortable approving the zone amendments given that the Council has the responsibility to act on any petitioned zone change.

Councilmember Peterson asked Councilmember Savage for his thoughts about the zone given his assignment to the task force. Councilmember Savage stated that he feels that the amendments will improve the City's ability to regulate the land uses allowed in the RPC zone, though he is not typically in favor of developments with higher densities or smaller lots.

Mayor Gailey stated there has been a motion and second to adopt the ordinance and he called for a vote; ALL VOTED IN FAVOR.

13. Proposed Ordinance 18-22 amending Chapter 10.75 of the Syracuse City Municipal Code pertaining to the Planned Residential Development (PRD) Zone.

A staff memo from the Community and Economic Development (CED) Department explained the City has received an application to amend the text of 10.75 - Planned Residential Development from developer Mike Bastian. The Planning Commission (PC) has made a very detailed review of the ordinance; they have considered the ordinance at their July 17, August 7, September 11, October 2, and October 16 meetings. The major points of their discussion involve:

1. Allowing increased density from 6 to 12 and 16 units per acre if certain qualifiers are met
2. Increasing attached units from 4 to 6
3. Allowing an in lieu of fee to 'buy out' of required common space landscaping
4. Adjusting the maximum building height
5. Increasing the architectural standards
6. Removing the minimum acreage requirement
7. Allowing private driveways longer than 150 feet
8. Adjusting the garage and visitor parking requirements
9. Changing the approval process to require a concept plan up front with the general plan request.

The PC was not able to reach a consensus on all nine items; in order to forward a more detailed recommendation, the PC has broken their recommendation down by item:

1. The PC voted (4-3) against the recommended density increases and to include limits of 6,8, and 10 units per acre instead.
2. The PC voted (4-3) against an increase in the allowed number of attached units.
3. The PC voted (4-3) against allowing a fee in lieu of open space.
4. The PC voted (5-2) to allow three stories and building heights of 40 feet.
5. The PC voted (7-0) to increase architectural standards.
6. The PC voted (4-3) in favor of eliminating the minimum acreage requirements.
7. The PC voted (4-3) against allowing driveways over 150 feet, but in favor of deferring to the fire code.
8. The PC voted (4-3) in favor of required additional off-street parking but in opposition of reducing the garage requirements.
9. The PC voted (4-3) in opposition to the change in the approval process for PRD developments.

The memo concluded the PC also recommended a 10th item for consideration to eliminate accessory structures from being allowed on lots with attached units. The vote for this item was unanimous (7-0).

Mr. Steele reviewed his memo and facilitated discussion among the City Council regarding the implications of the ordinance amendments proposed by the PC.

Councilmember Maughan stated he has significant concerns about this proposed ordinance and the PRD zone in general; it is too 'wide-open' and will lead to an overwhelming amount of this type of development in the City. He communicated his concerns about high density housing and attached housing units with up to five and six units in the same structure and noted that allowing this type of development could result in the devaluation of many properties in the City. Additionally, the maximum density per acre included in the proposed ordinance is too high and did not receive the support of the PC. He added that the architectural standards are too high and would result in high costs for the units that would be allowed in the development and, hence, the development would not quality has 'affordable'. He concluded that his main concern relates to the elimination of the minimum acreage requirement.

Councilmember Anderson stated that she agrees with the majority of Councilmember Maughan's concerns; she also has concerns about the proposed 'in-lieu' fee, which would result in a decreased amount of open space or park space in the City while allowing increased density.

The Council engaged in high level discussion and debate regarding the points raised by Councilmembers Maughan and Anderson as well as the nine items for which the PC has provided a recommendation on split votes. They ultimately concluded to move the discussion to a future work session meeting for continued review.

COUNCILMEMBER BOLDUC MOVED TO TABLE ORDINANCE 18-22 AMENDING CHAMBER 10.75 OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO THE PLANNED RESIDENTIAL DEVELOPMENT (PRD) ZONE AND MOVE THE ITEM TO A WORK SESSION FOR CONTINUED DISCUSSION. COUNCILMEMBER PETERSON SECONDED THE MOTION.

Councilmember Maughan stated the Council also has the option of denying the ordinance and not making any changes to the PRD zone. Councilmembers Savage and Peterson stated they are not in favor of that and are in favor of discussing changes that could result in improvements to the zone while securing increased open space in the City. Councilmember Savage stated that he feels that the minimum acreage requirement should remain in the ordinance.

Mayor Gailey stated there has been a motion and second to table the ordinance and he called for a vote; **ALL VOTED IN FAVOR.**

14. Proposed amendment to interlocal agreement with West Point City re: 1200 South improvements.

A staff memo from the Community and Economic Development (CED) Department explained the land owner of Criddle Farms has requested that the Interlocal Agreement with West Point be amended to allow for the addition of land drains within utility easements.

Mr. Steele reviewed the staff memo and indicated staff supports the requested amendment to the agreement.

COUNCILMEMBER MAUGHAN MOVED TO APPROVE THE PROPOSED AMENDMENT TO INTERLOCAL AGREEMENT WITH WEST POINT CITY RE: 1200 SOUTH IMPROVEMENTS. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

15. Public comments.

James Williams offered kudos to the City's Fire and Police Departments for their response to a car fire on Allison Way. He then referenced the earlier discussion regarding the removal of the stop sign on Allison Way. He stated he knows the matter is closed, but he wanted to communicate to the Council the reason it was first raised. Two stop signs were removed with no notice to the residents living on Allison Way near 1950 South; they simply noticed that two stop signs were gone one day and that two new signs had been placed further down the road in a newer development. He stated he understands the placement of top signs is based upon defined standards, but there are two things those standards do not take into consideration: the presence of children in the area and the location of bus stops along the route. He stated that Councilmember Anderson was correct in her assessment that there are many other areas in the City that are no longer in compliance with the standards and those areas should be evaluated as well. He stated that many school children and mothers cross the road at the intersection to travel to and from Cook Elementary and he is concerned about their safety.

Phil Van Dyke stated that he has been a resident of the City for nearly 18 years and he is an Assistant Scout Master in the community. He first complimented the City in its quick response to its citizens; he submitted a 'fix-it' request to the City and within five minutes a City employee responded to his home. He then stated that he wants to teach his scouts that the Council is made up of community members who represent them; he is trying to educate them about local government and the level of

involvement they can have. He stated that he is looking forward to the Guns and Hoses Annual Basketball Game.

Pat Zaugg stated that as she listened to the discussion about the PRD ordinance amendments, she heard the Council indicate what they may or not be in favor of and she reminded them that they should instead be considering what the citizens want rather than what they as individual Councilmembers want. The majority of residents in the City do not want high density housing, no matter how high the architectural standards are; the majority of residents want to preserve open space and they are concerned about the many issues that come with overcrowding. She stated she hopes the Council will listen to the citizens rather than just considering what they think is best; there are many smart citizens in the community and many who have lived in Syracuse much longer than individual Councilmembers and those residents have an idea of what the City should look like. She then referenced the presence of phragmite in the City; it is a noxious weed that is consuming water and it needs to be addressed. It will take over every area of the State if it is not mitigated. She thanked the Council for listening.

Mayor Gailey stated that City Administration is evaluating options for abating phragmite in areas throughout the City and more information will be forthcoming on that issue.

Dan Nay stated he is a Scout Master in the community and he commented on the respectful decorum of the Council; he thanked them for engaging in respectful dialogue with one another and for respecting differing opinions. He stated he attended a City Council meeting three years ago with a scout troop and the atmosphere was much different than it is today.

16. Mayor/Council announcements and discussion of future agenda items.

The Council and Mayor provided announcements about upcoming community events and other opportunities for public involvement. They also discussed items the Council would like included on future meeting agendas.

17. Recess to convene in work session in large conference room of City Hall.

Mayor Gailey recessed the meeting at 7:50 p.m. to allow the Council to convene in a work session meeting. The meeting reconvened at 8:35 p.m.

18. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual; pending or reasonably imminent litigation; or the purchase, exchange, or lease of real property.

COUNCILMEMBER MAUGHAN MADE A MOTION TO CONVENE IN A CLOSED EXECUTIVE SESSION PURSUANT TO THE PROVISIONS OF SECTION 52-4-205 OF THE OPEN AND PUBLIC MEETINGS LAW FOR THE PURPOSE OF DISCUSSING THE PURCHASE, EXCHANGE, OR LEASE OR REAL PROPERTY AND PENDING OR REASONABLY IMMINENT LITIGATION. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

The closed session began at 8:36 p.m.

The meeting reconvened at 9:06 p.m.

At 9:06 p.m. COUNCILMEMBER ANDERSON MADE A MOTION TO ADJOURN. COUNCILMEMBER MAUGHAN SECONDED THE MOTION; ALL VOTED IN FAVOR.

Mike Gailey
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: December 11, 2018