

Minutes of the Regular Meeting of the Syracuse City Council, held on February 13, 2024, at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 874 5471 1210, in-person in the City Council Chambers at 1979 W. 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings Act Amendments, signed into law on June 25, 2020.

Present: Councilmembers: Jennifer Carver
Brett Cragun
Julie Robertson
Jordan Savage
Paul Watson

Mayor Dave Maughan
City Manager Brody Bovero
Deputy City Recorder Marisa Graham

City Employees Present:
Administrative Services Director Stephen Marshall
City Attorney Colin Winchester
Fire Chief Aaron Byington
Public Works Director Robert Whiteley
Community and Economic Development Director Noah Steele
Communications Specialist Kara Finley

1. Meeting Called to Order/Adopt Agenda

Mayor Maughan called the meeting to order at 6:25 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.

2. Recognition of former Councilmembers Lisa Bingham and Seth Teague.

An Administrative staff memo explained former Councilmembers Lisa Bingham and Seth Teague have been invited to attend the meeting to be formally recognized for their service as Councilmembers.

City manager Bovero addressed former Councilmembers Teague and Bingham on behalf of City staff; he indicated that serving as a Councilmember is a true service and is admirable. Councilmember Teague served for the last four years 2020-2024, and Councilmember Bingham served for the last five years 2019-2024. Mr. Bovero presented both Councilmembers Bingham and Teague with a clock to commemorate their service; he also recognized their family members in attendance for the sacrifices they made during Councilmembers Bingham and Teagues terms of service.

3. Public Comment:

Shane Crowton addressed item 12 on the agenda, a proposed ordinance amending the City Code pertaining to driveway/garage standards. Mr. Crowton stated that it is a great idea to have a minimum driveway standard, but he believes the bigger issue is garage size and he feels there should be a minimum requirement garages.

Thomas Mellars stated when he first moved to the City he came to the City Council meetings regularly and around that time the City's form of government was changing. He inquired as to the City's current form of government.

4. Approval of Minutes

The following minutes were reviewed by the City Council: Regular Business Meeting of January 9,2024, and the Work Session and Special Meetings of January 23, 2024.

COUNCILMEMBER CARVER MADE A MOTION TO APPROVE THE MINUTES LISTED ON THE AGENDA AS PRESENTED. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTE IN FAVOR.

5. Bi-annual report from Victim Advocate.

A staff memo from the City Attorney explained the Syracuse City Victim Advocate Celeste Hopkins has prepared a presentation for the City Council regarding the Syracuse City Victim's Services Program. An annual presentation is one of the requirements for receiving grant funding through the Victims of Crime Act. Her presentation is included in the meeting packet for reference.

Ms. Hopkins used the aid of a PowerPoint presentation to report on the number of victims served in Syracuse City in 2023; she provided a list of crimes for which she is able to provide service followed by a pie chart that communicated the different types of victimization she assists with. Ms. Hopkins emphasized that sexual assault cases are increasing, and she would like to be able to speak to any potential victims, some cases may have more than one victim. She provided some statistics for the different cities she serves for the past five years and noted she is asking for an additional part time position to increase assistance for victims. The cost of the position would be shared between Syracuse, Clinton, and Sunset City. Ms. Hopkins

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explained that this past year she has been trying to get more involved with the community by participating in Syracuse Heritage Days, a Public Safety event, and Sunset Mental Health Days. Ms. Hopkins thanked the Council for their continued support and stated she enjoys working with Syracuse City.

Councilmember Carver thanked Ms. Hopkins for her amazing work and Councilmember Savage noted the work she does is not easy and thanked her.

6. Proposed Resolution R24-05 appointing Felix Espinoza and Patrick Oliverson to the Architectural Review Committee.

A staff memo from Mayor Maughan explained there are currently three vacant positions on the Architectural Review Committee. Mayor Maughan has recommended the appointment of Felix Espinoza and Patrick Oliverson to fill two of the vacant positions.

COUNCILMEMBER CARVER MADE A MOTION TO APPROVE PROPOSED RESOLUTION R24-05 APPOINTING FELIX ESPINOZA AND PATRICK OLIVERSON TO THE ARCHITECTURAL REVIEW COMMITTEE. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

7. Authorize Administration to award contract for 1000 West Road Improvement Project.

A staff memo from Public Works Director Whiteley explained the project consists of new culinary water main, land drain main, and secondary meter conversions and repaving on 1000 West from 2700 South to 2100 South. This project also includes asphalt replacement on 2300 South from 1000 West to 850 West and 2400 South from 1000 West to 933 West. A pedestrian activated flashing crosswalk sign will be installed at 2325 South and 1000 West to improve safety of the existing pedestrian crosswalk at Legacy Park. 1000 West will also be restriped to three lanes. This project will begin construction once contracts are in place and be completed by the fall of 2024. Bids were opened January 30, 2024. There were 26 plan holders and four bids were received. The low bidder was Leon Poulsen Construction Company with a total bid amount of \$2,944,855.00, the funding for this project is proposed from the following sources:

	20-40-70 Class C	50-16-70 Culinary Capital	40-16-70 Storm Drain Capital	30-40-70 Secondary Meter Conversions	
Bid	\$833,967.64	\$979,757.18	\$965,730.18	\$165,400.00	\$2,994,855.00
Budget	\$800,000.00	\$625,000.00	\$600,000.00	\$165,400.00	\$2,190,400.00
RRFB (City Installed)	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
Difference	-\$53,967.64	-\$354,757.18	-\$365,730.18	\$0.00	-\$774,455.00

Mr. Whiteley reviewed his staff memo and concluded that staff recommends awarding the contract to Leon Poulsen Construction Company.

COUNCILMEMBER WATSON MADE A MOTION TO AWARD CONTRACT FOR 1000 WEST IMPROVEMENT PROJECT TO LEON POULSEN CONSTRUCTION COMPANY. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

8. Authorize Administration to award bid for 1525 West Culinary Transmission Line Project.

A staff memo from Public Works Director Whiteley explained This project consists of installation of a new 12” culinary transmission line on 1525 West Street from Dallas Street to 700 South Street. This is a system resiliency project for the culinary water system which is replacing an old main in 1000 West. ADA ramps will be brought up to current standards and the entire road width will be replaced with new asphalt. This project will begin once contracts are in place and will be completed by the fall of 2024. Bids were opened on January 30, 2024. There were 19 plan holders and eight bids were received. The low bidder was Craythorne, Inc. with a total bid amount of \$1,062,774.18. The funding for this project is proposed from the following sources:

	20-40-70 Class C	50-16-70 Culinary Capital	
Bid	\$480,211.27	\$582,562.91	\$1,062,774.18
1525 West Culinary Transmission Line Project	\$350,000.00	\$638,000.00	\$988,000.00

2024 Surface Treatments	\$48,231.35	\$0.00	\$48,231.35
Difference	-\$81,979.92	\$55,437.09	-\$26,542.83

Mr. Whiteley reviewed his staff memo and indicated that staff recommends awarding the contract to Craythorne, inc.

COUNCILMEMBER CARVER MADE A MOTION TO AWARD CONTRACT FOR 1525 WEST CULINARY WATER TRANSMISSION LINE PROJECT TO CRAYTHORNE INC. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

9. Proposed Ordinance 2024-01 amending Syracuse City Code Section 4.15.450 pertaining to cross connection violations.

Public Works Director Whiteley reviewed his staff memo and explained the City Code Section 4.14.450 governs cross-connections to the City’s potable water system. Certain deficiencies were noted in the current version of the ordinance. Rather than try to address those deficiencies within the current ordinance, it is proposed that the current ordinance be repealed and re-enacted. The proposed re-enactment is shorter, better organized, and easier to navigate. This was reviewed during City Council work session of January 23, 2024.

Mayor Maughan explained that the purpose of this ordinance is to consolidate information regarding cross-connections into a simpler format that is easier to follow and understand for the public.

COUNCILMEMBER ROBERTSON MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2024-01 AMENDING THE SYRACUSE CITY CODE SECTION 4.15.450 PERTAINING TO CROSS CONNECTION VIOLATIONS. COUNCILMEMBER CARVER SECONDED THE MOTION; ALL VOTED IN FAVOR.

10. Proposed Ordinance 2024-02 amending Syracuse City Code Section 8.10.090 pertaining to irrigation water.

A staff memo from Public Works Director Whiteley explained that City Code Section 8.10.090 requires developers to convey to the City three-acre feet of irrigation water (for residential developments) or four-acre feet of irrigation water (for nonresidential developments) for each acre to be developed. If a developer does not have enough water, the developer must (for current developments) convey at least 67% of the required amount of water and may then pay a “fee-in-lieu” to cover the balance. The City uses the fee-in-lieu to purchase water shares. The amount of the fee-in-lieu is determined by a formula set forth in Section 8.10.090. Because of recent dramatic increases in the cost of irrigation water, the current formula is grossly insufficient. The proposed ordinance amends the formula to require the developer to pay the actual cost of the irrigation water purchased by the City. This was reviewed by planning commission and recommended for approval on February 6, 2024.

Mayor Maughan stated this was talked about in great detail in the last work session.

COUNCILMEMBER SAVAGE MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2024-02 AMENDING SYRACUSE CITY CODE SECTION 8.10.090 PERTAINING TO IRRIGATION WATER. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

11. Proposed Ordinance 2024-03 amending Syracuse City Code Section 10.40 to add bicycle and electric vehicle parking requirements.

A staff memo from the Community and Economic Development (CED) Department explained that the Planning Commission has self-initiated amendments to the City Code that would add specific bicycle parking requirements and suggestions for electric vehicle parking. The amendments attached to this report have been reviewed by the Planning Commission during their work session on November 7, 2023 and during a public hearing on December 5, 2023. The City Council then reviewed the item on January 23, 2024. The bicycle parking is proposed at a ratio of one bicycle parking space per 15 provided on-site automobile parking spaces. The requirements outline dimensions that must be observed to ensure the bicycle parking is functional for a variety of bicycle sizes and bicycle parking orientations. A limit of 20 parking spaces is included to prevent large-scale projects from being required to install excessive amounts of bicycle parking. The electric vehicle parking is recommended only and no ratio has been provided. There is also a recommendation to provide conduits or other infrastructure if an applicant is not willing or ready to install charging stations at the time of construction but would like to do so, later on.

Councilmember Watson stated he believes that business owners should have discretion to determine whether to install bicycle parking areas similar to the electric vehicle parking standards; he understands the expense may not be great but as a small business trying to open their doors for the first time, it may be expensive to comply with this type of regulation. Councilmember Savage stated he believes the City should do everything it can to promote active transportation and this is not a big expense; however, it will allow employees the option to ride their bike and give them somewhere to park their bikes once they arrive at work. He added the regulation would only be imposed on new construction going forward, but not retroactively. He added he believes the electric vehicle parking standard should be a recommendation, not a requirement for businesses.

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Discussion among the Mayor and Council centered on the need for bicycle parking at businesses throughout the City and whether it would be appropriate for multiple businesses to share a bicycle parking area. CED Director Steele indicated that section E of the code provides at a ratio of at least one bicycle parking space per 15 automobile parking spaces provided on site, so an entire commercial site could be considered when determining the appropriate number of bicycle parking spaces. He added that the ordinance provides a maximum of 20 bicycle parking stalls at any give property.

COUNCILMEMBER SAVAGE MADE A MOTION TO APPROVE PROPOSED ORDINANCE 2024-03 AMENDING SYRACUSE CITY CODE SECTION 10.40 TO ADD BICYCLE AND ELECTRIC VEHICLE PARKING REQUIREMENTS. COUNCILMEMBER CARVER SECONDED THE MOTION; COUNCILMEMBER ROBERTSON VOTED AYE; COUNCILMEMBERS WATSON AND CRAGUN VOTED NAY.

12. Proposed Ordinance 2024-04 amending Syracuse City Code Section 10.40.070 pertaining to driveway/garage standards.

Community and Economic Development (CED) Department explained the Planning Commission has self-initiated a proposed ordinance amendment to 10.40.070 related to parking in front of a garage. They worked on this item on November 7 and December 5, 2023. The City Council then reviewed the item on January 23, 2024. Reportedly, there have been some parking problems arising in developments without driveways deep enough to accommodate a full parking stall. Occasionally, the garage is filled with the resident's storage items to the point that a vehicle can no longer fit within the garage. The resident then attempts to park in the area in front of the unit's garage. The problem with this scenario is that this often blocks required fire lanes, potentially impeding timely emergency response. The issue can usually be managed by private HOA parking enforcement, but the Planning Commission felt it would be best to prevent the development pattern from repeating to avoid the potential safety problem.

Mr. Steele reviewed his staff memo and facilitated discussion among the Mayor and Council regarding the level of control the City has on garage standards. The Council asked staff to also examine and consider minimum sizes for garages to ensure that garages are being built large enough to accommodate a full-size vehicle.

COUNCILMEMBER CARVER MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2024-04 AMENDING SYRACUSE CITY CODE SECTION 10.40.070 PERTAINING TO DRIVEWAY/GARAGE STANDARDS. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

13. Proposed Resolution R24-06 appointing the Mayor and City Councilmembers to various Committee positions and assignments.

A staff memo from Administration explained each year the Mayor and Council decide on various assignments to internal and external committees; these assignments were discussed during the January 23, 2024 work session. One matter that was not discussed/decided upon during the January 23 work session is the assignment of Mayor Pro-Tem positions; the Syracuse City Code section 2.15.040 states:

“The City Council shall annually elect the Mayor Pro Tempore and two additional persons, in specific order of succession, as emergency interim successors to act in the absence of the Mayor. In the absence of the Mayor or because of his inability or refusal to act, the Mayor Pro Tempore shall preside over the meeting and shall possess the powers and duties of Mayor. Any member of the City Council elected as Mayor Pro Tempore shall retain is power and authority as a member of the City Council and shall be entitled to vote as a member of the City Council on all matters.”

Staff asks that the Council discuss and determine who will be ‘elected’ to the positions of Mayor Pro-Tem, Second Pro-Tem, and Third Pro-Tem in order to call out those assignments in the resolution. This resolution will apply to the 2024 calendar year.

Mayor Maughan reviewed his staff memo and indicated that this was discussed at the last work session meeting but the copy of his recommendations for the pro-tem postions didn't make it into the packet and were not discussed at the last work session meeting. Mayor Maughan's recommendation are as follows; Councilmember Savage as Mayor Pro-tem, Councilmember Watson as Second Mayor Pro-tem, and Councilmember Robertson as Third Mayor Pro-tem.

COUNCILMEMBER SAVAGE MADE A MOTION TO ADOPT PROPOSED RESOLUTION R24-06 APPOINTING THE MAYOR AND CITY COUNCILMEMBERS TO VARIOUS COMMITTEE POSTIOIONS AND ASSIGNMENTS. COUNCILMEMBER CRAGUN SECONDED THE MOTION; ALL VOTED IN FAVOR.

14. Fire Department Biennial Review.

A staff memo from Fire Chief Byington explained this agenda item will also address the need to consider the purchase agreement for apparatus with long lead times that will need to be replaced over the next several years:

- 2015 Ambulance – Replacement due for 2025
 - 24-month lead time
 - Price locked in at time of order with payment due on delivery.
- 2008 Engine – Replacement due for 2028

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- 36-to-40-month lead time
- Price locked in at time of order with payment due on delivery.

Fire Chief Byington then used the aid of a PowerPoint presentation to conduct the biennial review of his department; the presentation covered department expectations, department statistics, efficiency measures, and future considerations. There was a focus on early cancer detection, apparatus ordering, firefighter advancement and Station #32 staffing.

The Mayor and Council thanked Chief Byington for his presentation.

15. Public Comments:

An individual, no name given, asked if the price tag of \$4.2 million for installing the secondary water meters is the total price for the entire City.

16. Mayor/Council announcements:

The Council and Mayor provided announcements about upcoming community events and other opportunities for public involvement.

COUNCILMEMBER CARVER MADE A MOTION TO ADJOURN. COUNCILMEMBER SAVAGE SECONDED THE MOTION ALL VOTED IN FAVOR TO ADJOURN.

The meeting adjourned at 8:07 p.m.

Dave Maughan
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: March 12, 2024