

Minutes of the Regular Meeting of the Syracuse City Council, held on December 10, 2024, at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 893 3187 8777, 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 (via Zoom)
Brett Cragun
Julie Robertson
Jordan Savage
Paul Watson

Mayor Dave Maughan
City Manager Brody Bovero
City Recorder Cassie Brown

City Employees Present:

Assistant City Manager Stephen Marshall
City Attorney Colin Winchester
Fire Chief Aaron Byington
Police Chief Garret Atkin
Parks and Recreation Director Kresta Robinson
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 6:00 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 Watson led the audience in the Pledge of Allegiance. Councilmember Savage provided an invocation.

COUNCILMEMBER SAVAGE MADE A MOTION TO ADOPT THE AGENDA. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED AYE.

2. Public Comment:

There were no public comments.

3. Approval of Minutes

The following minutes were reviewed by the City Council: November 12, 2024 City Council Business Meeting.

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

4. Presentation of Fiscal Year (FY) 2023-2024 Audit report by Gilbert & Stewart, CPA's.

A staff memo from the Assistant City Manager referenced the Annual Comprehensive Financial Report (ACFR) for the Fiscal Year ended June 30, 2024, which 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 fourteen previous years and the Assistant City Manager will be submitting the 2024 ACFR 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 City Administration appreciates all Departments of the City for their collaborative efforts.

Mr. Marshall reviewed his staff memo and introduced Ron Stewart, Audit Partner from Gilbert & Stewart, who was attending the meeting via Zoom. Mr. Stewart provided a presentation regarding the annual audit for FY 2023-2024; he discussed government auditing standards and the process used by his firm to perform the annual audit and concluded the audit resulted in an unmodified opinion of the City's financial statements and position. This is the best opinion the City can receive, and it means that the City's financial statements are materially correct and do meet accounting standards. For a copy of the audit report in its entirety, see the information packet for the meeting.

5. Proposed Resolution R24-43 amending the 2023 Syracuse City Transportation Master Plan.

A staff memo from the Public Works Director explained the Transportation Master Plan (TMP) and Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) adopted December 12, 2023 has a small amendment proposed. This amendment clarifies one of the projects already listed on the current plan by specifying the land area that would be required

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for future improvements at the six-way roundabout (2700 South 2000 West). This amendment does not suggest a specific design that will occur at that location. Decisions on the intersection design will occur in the future when the intersection does not meet the level of service necessary to serve the traffic and pedestrians. There are no other changes proposed in this amendment.

Public Works Director Whiteley reviewed the staff memo.

COUNCILMEMBER SAVAGE MADE A MOTION TO ADOPT RESOLUTION R24-43 AMENDING THE 2023 SYRACUSE CITY TRANSPORTATION MASTER PLAN. COUNCILMEMBER CRAGUN SECONDED THE MOTION; ALL VOTED IN FAVOR.

6. Proposed Resolution R24-44 authorizing the Mayor to enter into cooperative agreement with Utah Department of Transportation (UDOT) for landscaping and aesthetics improvements associated with the West Davis Highway.

A staff memo from the City Manager explained the Utah Department of Transportation (UDOT) and Syracuse City propose entering a cooperative agreement regarding landscaping and aesthetic improvements along the West Davis Corridor (SR-177). This partnership has been discussed in several previous meetings, particularly regarding the design of the gateway improvements at Antelope Drive and the West Davis Highway, and at the intersection of the highway with 2000 West. This agreement does not establish the final design. Instead, it outlines funding, responsibilities, and maintenance expectations for enhancements within the city limits. The memo provided the key provisions of the agreement:

1. Scope of Landscaping and Aesthetics:

- UDOT will allow Syracuse City access to specified areas of the state right-of-way to maintain landscaping, fencing, lighting, trails, underpasses, walls, and other aesthetic features.
- Baseline aesthetics, defined in UDOT's Aesthetics Manual, are included in the Design-Builder's contract and have been constructed.

2. Financial Terms:

- UDOT will provide a lump sum of \$400,000 to the City upon approval of its aesthetic plan.
- The City may receive an additional \$400,000 for verified expenditures associated with the project.
- Total potential funding: \$800,000.
- Funds must be used for improvements within the construction limits and expended by September 1, 2025.

3. Maintenance Responsibilities:

- Syracuse City assumes responsibility for landscaping and irrigation outside UDOT's right-of-way where enhancements are made, including utility costs and debris removal.
- Maintenance includes fencing on the City's side of trails and graffiti removal on noise walls within City boundaries.
- Landscaping enhancements in UDOT's right-of-way is at the City's risk; UDOT may remove facilities as needed without reimbursement.

4. Auditing and Documentation:

- The City must retain financial records for three years, allowing UDOT to audit expenditures upon notice.
- UDOT may reclaim funds used for non-compliant purposes.

5. Termination Clause:

- Either party may terminate the agreement with written notice. The City must restore areas to UDOT standards or compensate UDOT for restoration.

The agreement enables aesthetic enhancements along a key transportation corridor of the City while ensuring alignment with UDOT's design standards. The City gains financial support for construction of the enhancements but assumes long-term maintenance responsibilities, including costs related to vandalism and repairs. The memo concluded the action item before the Council tonight is to vote on whether to approve the Resolution to authorize the Mayor to enter into the agreement with UDOT for West Davis Corridor Landscaping and Aesthetics.

City Manager Bovero reviewed his staff memo.

Councilmember Savage asked if it will be difficult to meet the September 1, 2025 deadline included in the contract. Mr. Bovero stated he does not believe it will be difficult to meet the deadline.

COUNCILMEMBER ROBERTSON MADE A MOTION TO ADOPT RESOLUTION R24-44 AUTHORIZING THE MAYOR TO ENTER INTO COOPERATIVE AGREEMENT WITH UTAH DEPARTMENT OF TRANSPORTATION (UDOT) FOR LANDSCAPING AND AESTHETICS IMPROVEMENTS ASSOCIATED WITH THE WEST DAVIS HIGHWAY. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

7. Authorize administration to award contract for State Road (SR) 193 waterline project.

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A staff memo from the Public Works Director explained this project consists of installation of a new 12” culinary transmission line on the south side of SR-193 between 2000 West and 3000 West. It includes a 150 foot long stub in city right-of-way. This project will allow future development access to culinary water in a location that will not require crossing the state road. This waterline is south of the pavement and will have a minimal effect on traffic. Fire hydrants will be installed 1000 feet apart (minimum state requirement) along this new water main to improve access for fire protection. The project will begin once contracts are in place and will be complete by the summer of 2025. Bids were opened on December 4, 2024. There were 23 plan holders, and eight bids were received. The low bidder was Craythorne, Inc. with a total bid amount of \$522,774.80. The approved budget supports this bid amount.

Public Works Director Whiteley reviewed the staff memo.

COUNCILMEMBER WATSON MADE A MOTION TO AUTHORIZE ADMINISTRATION TO AWARD CONTRACT FOR STATE ROAD (SR) 193 WATERLINE PROJECT. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

8. Authorize administration to execute agreement with PAW Enterprises, LLC, pertaining to the reversion of ownership of two parcels of property located on Antelope Drive.

A staff memo from the City Attorney explained in 2020, the City sold two parcels to PAW Enterprises for \$500,000. PAW was required to: build a 62-stall parking lot which could be used by the public after business hours and on weekends; allow the public to use 36 pre-existing parking stalls after business hours and on weekends; and construct a new office building. If PAW did not timely perform, the City could re-purchase the two lots for the same \$500,000. PAW did not timely perform and is working with the City to accomplish the re-purchase. The proposed agreement is attached. It is anticipated that PAW will sign the agreement and return it to the City before December 10. The agreement requires PAW to turn over to the City its engineering work; PAW has done that. The agreement: requires the City to pay \$500,000 to PAW (the original purchase price); requires the City to pay \$6,778 to PAW for the engineering work relating to the 62-stall parking lot; and rescinds the agreement that allows the public to use the pre-existing 36 parking stalls.

City Attorney Winchester reviewed the staff memo.

COUNCILMEMBER ROBERTSON MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE AGREEMENT WITH PAW ENTERPRISES, LLC, PERTAINING TO THE REVERSION OF OWNERSHIP OF TWO PARCELS OF PROPERTY LOCATED ON ANTELOPE DRIVE. COUNCILMEMBER SAVAGE SECONDED THE MOTION; ALL VOTED IN FAVOR.

9. Public comments

Brian Hannah, Syracuse resident, stated that in the City that he grew up in, the City Council established the trick-or-treating hours for Halloween, as well as the day that Halloween would be held. This year he had kids knocking on his door as early as 3:30 p.m. and as late at 11:30 p.m. He asked that the Council consider taking this issue under advisement in the future to determine that all members of the community have an opportunity to participate. He concluded he appreciated the opportunity to address the Council.

10. Mayor/Council announcements.

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

11a. Discussion item – no action to be taken: Review of Syracuse City Mission and Vision Statements.

A staff memo from Administration explained periodically, it is important to revisit the City’s Mission and Vision statements to determine if any updates or changes are needed. Mission and vision statements are foundational to effective governance, providing a clear and unified direction for municipal operations. A well-crafted mission statement articulates the city’s purpose and priorities, ensuring that every decision aligns with core values like service, sustainability, and fiscal responsibility. Vision statements, on the other hand, inspire progress by outlining the city’s aspirations for the future, setting a roadmap for growth and improvement. Together, these statements unify stakeholders—elected officials, staff, and residents—around common goals, fostering collaboration and shared accountability. They also enhance transparency by clearly communicating the city’s objectives to the public, building trust and encouraging engagement. Moreover, mission and vision statements act as guiding principles for resource allocation and strategic planning, helping leaders prioritize initiatives that deliver the greatest benefit to the community. Ultimately, these statements are not just words on paper; they are tools for driving meaningful, measurable outcomes that improve the quality of life for all residents.

The memo discussed the current mission and vision statements. In February 2021, the City of Syracuse updated its mission and vision statements to guide governance, operations, and community engagement. While these statements have

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served us well, evolving community needs, technological advancements, and an increased focus on economic sustainability and accountability necessitate a revisit. This memo outlines possible issues to consider if any changes to the mission and vision statements are desired. It also explains the importance of metrics and accountability to ensure meaningful progress.

The memo provided the following issues to consider:

- **Mission Statement**
- The current mission statement is clear, but the Council could consider making it more dynamic and people-focused, for example:
- **Current:** “To provide quality, affordable services for its citizens, while promoting community pride, fostering economic development, and preparing for the future.”
- **More people-focused:** “Syracuse City aims to enhance citizens’ lives through quality and affordable services, promoting community pride, fostering economic growth, and building a vibrant, sustainable future.”
- **Vision Statements:** Some possible issues to consider in the vision statements are outlined below:
 - Managing Growth
 - Inflation and costs of services, balancing with quality levels of service to citizens
 - Taxes
 - Innovation and technology
 - Efficient operations
 - Setting and meeting goals and standards, implementing adopted plans
 - Other issues that our citizens want from their city government

The memo identified the need for metrics and key performance indicators. After the mission and vision statements are approved by the Council, the next step would be to develop metrics and key performance indicators to evaluate “how we are doing”. While vision statements provide a strategic direction, implementing measurable goals is crucial to achieving meaningful results. Metrics create transparency, drive focus, and ensure the community experiences improvements.

1. **Track Progress:** Measurable benchmarks allow the council and residents to monitor progress toward stated objectives.
2. **Drive Results:** Setting clear goals enables departments to allocate resources effectively and focus efforts.
3. **Build Trust:** Reporting on measurable outcomes demonstrates accountability and reinforces public confidence.
4. **Support Decision-Making:** Metrics inform budget and policy decisions, ensuring resources are allocated to the most impactful initiatives.

Examples of Metrics:

- **Police and Fire:** Response times, clearance rates, and community survey satisfaction scores.
- **Parks & Recreation:** Participation rates in programs and utilization of park facilities, acres of parks provided per 1,000 people, proximity to parks, recreation participant satisfaction surveys.
- **Public Works:** On-time completion rates for infrastructure projects and reduction in service disruptions, response times to service requests.
- **Economic Development:** Growth in local business licenses and job creation rates.
- **General Efficiency Measures:** Costs per unit of service, or number of employees per service unit.
- **Plan Implementation:** Progress tracking on accomplishing goals set in city master plans (transportation, parks, water, etc.).

The memo concluded the goal of the discussion is to review the City’s Mission and Vision statements, and decide if any of them need updated or modified in future work sessions. Administration is seeking guidance from the Council, as needed.

Mr. Bovero reviewed the staff memo and he and the Mayor facilitated discussion among the Council to determine whether the body would like to consider amending any of the vision and mission statements. Councilmember Savage suggested the addition of the following goals:

- Fire/EMS: ‘promote programs to help citizens be prepared for emergencies’.
- Public Works: ‘respond in a timely fashion to fix-it issues’.
- Parks and Recreation ‘design programs to help foster a sense of community’.
- Community and Economic Development: ‘be active in recruiting businesses to the community’.
- Administration: ‘the City actively seeks opportunities to increase efficiencies and secure outside investment’.

Councilmember Watson stated that he would like to update the City’s mission statement. He referenced the process to adopt the budget for Fiscal Year (FY) 2024-2025, which included a truth in taxation hearing resulting in a property tax increase; there was a large outpouring from residents who were frustrated with the tax increase, and he would like to include language in the mission statement that focuses on fiscal responsibility. He added it is overburdensome for citizens to have to sort through the hundreds of pages of the budget document in order to try to understand it and he wondered if it would be possible to provide summary data or key performance indicators (KPIs), such as the cost per household to run the City and tracking of how that cost fluctuates year to year. Councilmember Robertson stated she supports the concept of addressing fiscal responsibility in the mission statement of the City. She also supports the goals identified by Councilmember Savage.

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Councilmember Cragun stated that he liked the suggestion in the staff memo to make the City's mission statement more 'people-focused'. He does not think there is anything wrong with the current mission statement, but it may be meaningful to change the tone of the mission statement to specifically address residents.

Mayor Maughan concluded that he and Mr. Bovero will take the suggestions under advisement and bring the matter back to the Council again in a future work session for continued discussion and to determine if there is broad support for the amendments suggested tonight.

12. 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 SAVAGE MADE A MOTION TO ADJOURN 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 ROBERTSON SECONDED THE MOTION ALL VOTED IN FAVOR.

The Closed Session began at 6:30 p.m.

The Regular Meeting reconvened at 6:56 p.m.

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

The meeting adjourned at 6:57 p.m.

Dave Maughan
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: January 14, 2025