



SYRACUSE CITY

Syracuse City Council Special Business Meeting

February 10, 2026 – 6:00 p.m.

In-Person Location: Syracuse City Hall, 1979 W. 1900 S.

Electronic Via [Zoom](https://zoom.us)

Connect via telephone: +1-301-715-8592 US, meeting ID: 865 5990 3565

Streamed on Syracuse City [YouTube Channel](https://www.youtube.com)

1. Meeting called to order.
Invocation or thought.
Pledge of Allegiance.
Adopt agenda.
2. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes. (*Individuals wishing to provide public comment may do so via email to City Recorder Cassie Brown, cassieb@syracuseut.gov, by 4:00 p.m. on February 10, 2026. Comments submitted by the deadline will be read for the record of the meeting.*)
3. Approval of minutes: (2 min.)
 - a. January 13, 2026 City Council Work Session.
 - b. January 13, 2026 Council Business Meeting.
 - c. January 27, 2026 City Council Work Session.
 - d. January 27, 2026 City Council Special Meeting
4. Common consent: (5 min.)
 - a. Proposed Resolution R26-05 appointing the Mayor and City Councilmembers to various committee positions and assignments.
 - b. Proposed Ordinance 26-01, amending the Syracuse Municipal Code (SMC) Section 4.15 and 4.25 pertaining to the placement of water meters.
 - c. Proposed Resolution R26-06 amending engineering standards pertaining to water meter location.
 - d. Proposed Resolution R26-07 adopting a water meter location policy.
 - e. Authorize Administration to award contract for SR 193, 2500 West project.
 - f. Proposed Resolution R26-08 Selecting and supporting the Syracuse Fire Department as the provider of 911 Emergency Services and interfacility transport services.
 - g. Proposed Resolution R26-09 approving Amendment No. 1 to Interlocal Cooperation Transportation Project Reimbursement Agreement dated January 23, 2024.
 - h. Proposed Resolution R26-10 adopting the Syracuse Style Guide/Brand and Identity Guidelines.
 - i. Proposed Ordinance 26-02 amending the Syracuse City zoning map for approximately 4.27 acres of real property located at approximately 2300 W. 1700 S., Residential (R-2) and Agricultural (A-1) to Light Commercial (LC), applicant Leisure Villas.
 - j. Proposed Ordinance 26-03 amending the Syracuse City General Plan Map for approximately 12.83 acres of real property located at approximately 963 S. 2000 W., Civic and Commercial to Low Density Residential.
 - k. Proposed Ordinance 26-04 amending the Syracuse City zoning map for approximately 12.83 acres of property located at approximately 963 S. 2000 W., Agricultural (A-1) to Residential (R-3), applicant CW Land.
5. Proposal to transition to paperless utility billing. (10 min.)
6. Mayor/Council reports and announcements.
7. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes. (*Individuals wishing to provide public comment may do so via email to City Recorder Cassie Brown, cassieb@syracuseut.gov, by 4:00 p.m. on February 10, 2026. Comments submitted by the deadline will be read for the record of the meeting.*)
8. Biennial Review, Police Department (in Council conference room). (30 min.)
9. 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 (if necessary).
10. Adjourn.

In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 5th day of February, 2026 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.gov>. A copy was also provided to the Standard-Examiner on February 5, 2026.

CASSIE Z. BROWN, MMC
SYRACUSE CITY RECORDER



CITY COUNCIL AGENDA

February 10, 2026

Agenda Item #3

Approval of Minutes.

Factual Summation

- Please see the draft minutes of the following meeting(s):
 - a. January 9, 2026 City Council Business Meeting
 - b. January 9, 2026 Work Session Meeting
 - c. January 23, 2026 Work Session Meeting
 - d. January 23, 2026 Special City Council Business Meeting.
- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

1 Minutes of the Syracuse City Council Regular Meeting January 13, 2026

2

3 Minutes of the Regular Meeting of the Syracuse City Council, held on January 13, 2026, at 6:00 p.m., in a hybrid in-
4 person/electronic format via Zoom, meeting ID 882 7301 1039, in-person in the City Council Chambers at 1979 W. 1900 S.,
5 and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings Act
6 Amendments, signed into law on June 25, 2020.

7

8 Present: Councilmembers: Andrea Brown
9 Brett Cragun
10 Abraham Pollard
11 Julie Robertson
12 Paul Watson

13

14 Mayor Dave Maughan
15 City Manager Brody Bovero
16 Administrative Services Director/City Recorder Cassie Brown

17

18 City Employees Present:
19 Assistant City Manager Stephen Marshall
20 City Attorney Colin Winchester
21 Police Chief Garret Atkin
22 Parks and Recreation Director Kresta Robinson
23 Public Works Director Robert Whiteley
24 Community and Economic Development Director Noah Steele
25 Deputy Fire Chief Jo Hamblin
26 Communications Specialist Kara Finley

27

28 1. Meeting Called to Order

29 Mayor Maughan called the meeting to order at 6:00 p.m. as a regular meeting, with notice of time, place, and agenda
30 provided 24 hours in advance to the newspaper and each Councilmember. Councilmember Watson provided an invocation.
31 Councilmember Robertson led the audience in the Pledge of Allegiance.

32 COUNCILMEMBER CRAGUN MOVED TO ADOPT THE AGENDA. COUNCILMEMBER WATSON
33 SECONDED THE MOTION, ALL VOTED IN FAVOR.

34

35 2a. Recognition item: Presentation from Utah Chief's of Police Association
36 (UCOPA) recognizing the Syracuse Police Department for achieving
37 accreditation.

38 Police Chief Davis introduced Val Shupe from the Utah Chiefs of Police Association, who presented the accreditation
39 award to the Syracuse Police Department. Mr. Shupe explained that Syracuse had been accredited for the past five years and
40 was now receiving reaccreditation after a rigorous assessment process. He detailed that the Department had to conform to City
41 ordinances, State laws, and Federal regulations across 177 standards, demonstrating actual implementation rather than just
42 having policies in place. He emphasized that the assessment included detailed reviews of the Department's evidence procedures

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3
4 and records management, noting that Syracuse has very effective systems in place. Officer Hunter Bennett was recognized for
5 his significant contributions to the reaccreditation process.

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10 **2b. Recognition item: Presentation of Utah Supervisory Fire Officer**

11
12 **Designation to Captain Clay Nelson.**

13 Fire Chief Byington presented Captain Clay Nelson with the Utah Supervisory Fire Officer Designation as outlined
14 by the International Association of Fire Chiefs and adopted by the Utah Commission on Fire Officer Designation. Chief
15 Byington explained that Captain Nelson had combined hundreds of hours of training, education, and experience to meet the
16 requirements for this designation, which has only been achieved by approximately 100 people in the state. The recognition
17 included a framed plaque, and a pin Captain Nelson can wear on his uniform.

18
19 Mayor Maughan then recessed the business meeting at 6:08 p.m. to convene in the advertised work session. The
20 business meeting reconvened at 6:13 p.m.

21
22
23 **3. Public hearing: Consideration of appointments to Special Service**

24 **Districts. (10 min.)**

25
26 a. **Proposed Resolution R26-01 appointing a member of the**
27 **Syracuse City Governing Body to the Davis County Mosquito**
28 **Abatement District (MAD).**

29
30 b. **Proposed Resolution R26-02 appointing a member of the**
31 **Syracuse City Governing Body to the Administrative Control**
32 **Board of the Wasatch Integrated Waste Management District**
33 **(WIWMD).**

34 Syracuse City makes appointments to local districts: North Davis Sewer District, Mosquito Abatement District, and
35 Wasatch Integrated Waste Management District. Section 2.45.060 of the Syracuse City Code defines the process for
36 considering these appointments as follows:

37
38 “(A) Prior to appointing individuals to any local district, the Council shall discuss the appointment in a work
39 meeting, and schedule a public hearing to consider the issue at its next regular Council meeting or a special

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1 meeting.

2 (B) After conducting a public hearing, the Mayor shall open the issue to discussion among Council Members.

3 At the conclusion of discussion, the appointment shall be made by motion, which must be supported by a
4 majority vote. The Mayor may participate in the appointment action as a voting member.”

5 Councilmember Cragun has been serving as the City’s appointee to the Mosquito Abatement District since July of
6 2024; his term ended December 31, 2025. The Mayor has discussed the position with Councilmember Robertson and intends
7 to nominate her to fill the position. He has indicated this board “discusses a lot of health risks to citizens carried by mosquitos.
8 Julie’s background as a nurse will serve the city well to help report to the city”.

9 The City was previously represented by Councilmember Savage on the Wasatch Integrated Waste Management Board.
10 Mayor Maughan indicates that the Board is made up of all three Davis County Commissioners, two representatives from
11 Morgan County, and 14 representatives from cities, of which 12 are mayors. The Mayor intends to nominate himself to fill the
12 position because most of the other city representatives are Mayors.

13 Mayor Maughan opened the public hearing at 6:13 p.m. There were no persons appearing to be heard and the Mayor
14 closed the public hearing.

15 COUNCILMEMBER WATSON MOVED TO ADOPT RESOLUTION R26-01 APPOINTING A MEMBER OF
16 THE SYRACUSE CITY GOVERNING BODY TO THE DAVIS COUNTY MOSQUITO ABATEMENT DISTRICT (MAD);
17 AND TO ADOPT RESOLUTION R26-02 APPOINTING A MEMBER OF THE SYRACUSE CITY GOVERNING BODY
18 TO THE ADMINISTRATIVE CONTROL BOARD OF THE WASATCH INTEGRATED WASTE MANAGEMENT
19 DISTRICT (WIWMD. COUNCILMEMBER ROBERTSON SECONDED THE MOTION, ALL VOTED IN FAVOR.

20

21 4. Public comment

22 Andy Oblad, a resident of Farmington, Utah, introduced himself as a candidate for Davis County Sheriff. He provided
23 a brief overview of his 28-year law enforcement career, including 21 years with Salt Lake City Police Department, two seasons
24 with the Utah Jazz as team security specialist, and his current position as Chief Deputy with the Davis County Sheriff’s Office.
25 Mr. Oblad explained that he has served in various capacities at the Sheriff’s Office, including overseeing law enforcement
26 operations, administration, and corrections.

27 Terry Palmer, Syracuse resident, congratulated new Councilmembers Andrea Brown and Abraham Pollard. He
28 reported that museum visitation had increased significantly over the past three years, from 838 visitors in 2023 to 8,158 in
29 2025. Mr. Palmer also shared that the museum had acquired an adjacent property with a 2,400 square-foot building that will be

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3 converted for additional display space, funded through a private endowment and a \$50,000 State of Utah grant. He mentioned
4 the museum's successful Halloween event, which attracted over 2,200 visitors. Mr. Palmer concluded by sharing information
5 about the museum's fire truck, which was built by the US Army Corps of Engineers during World War II for use at Gowan
6 Field in Boise, Idaho, making it one of only three such trucks known to exist.

7 **5. Report from Syracuse City Victim Advocate.**

8 One requirement of our participation in the Victims of Crime Act (VOCA) grant is that the advocate provide semi-
9 annual updates to the Council on the program. Celeste Hopkins serves as the victim advocate in Syracuse and Clinton and
10 Sunset. All three cities share financially in the local match requirements of the VOCA grant.

11 Ms. Hopkins used the aid of a PowerPoint presentation to provide her semi-annual update to the Council on the Victim
12 Advocate Program; she presented statistics showing she had worked with approximately 200 victims since July 1, 2025. Ms.
13 Hopkins serves Syracuse, Clinton, and Sunset cities, with Syracuse having the highest caseload at 79 domestic violence cases
14 compared to Clinton's 51 and Sunset's considerably fewer cases. She noted a 40-victim increase compared to the same period
15 last year, with a particular surge during the December holiday season. Ms. Hopkins detailed her services, including providing
16 information on the criminal justice process, coordination with prosecutors, emotional support, and safety planning. She noted
17 an increase in more serious cases requiring additional support, including safety planning for emergency situations. She
18 highlighted a growing workload with court cases, mentioning that one recent week included thirteen to fourteen cases requiring
19 detailed prosecutor discussions and four protective orders. Ms. Hopkins discussed upcoming initiatives, including preparation
20 for summer events, a victim service training scheduled for the following month featuring a prosecutor from the Utah Council
21 Prosecutor's Office and a local survivor's story. She noted challenges including victims requiring more face-to-face meetings
22 and emotional support, an increase in violent domestic violence crimes, and new officers needing additional training. Ms.
23 Hopkins also mentioned projects she hopes to implement, including updating victim service folders, enhancing the program's
24 web page, and creating more family-friendly interview rooms. She concluded by describing a positive initiative where police
25 officers distributed gift cards to youth to create positive interactions, including a successful event at Bluffridge Elementary.
26 For a copy of Ms. Hopkins' presentation in its entirety, see the information packet for the meeting.

27 Councilmember Pollard thanked Ms. Hopkins for the service she provides to the community and for the information
28 she provided tonight; he asked for more information or statistics on repeat offenders in the community as part of Ms. Hopkins'
29 next presentation.

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3 6. Approval of minutes

4 The following minutes were reviewed by the City Council: December 9, 2025 City Council Business Meeting,

5 December 9, 2025 City Council Work Session, and December 22, 2025 City Council Special Meeting.

6 COUNCILMEMBER ROBERTSON MADE A MOTION TO APPOROVE THE MINUTES LISTED ON THE

7 AGENDA AS PRESENTED. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

8 7. Proposed Resolution R26-03 designating and appointing certain
appointed officers of Syracuse City.

9 An administrative staff memo explained Section 10-3-916 of the Utah Code dictates that following a municipal

10 election the Mayor, with advice and consent of the Council, shall appoint an individual to the offices of City Recorder and City

11 Treasurer. Section 2.25.090 of the Syracuse City Code dictates that the Mayor, with the advice and consent of the Council,

12 shall also appoint an individual to the office of Chief of Police. Proposed Resolution R26-03 has been drafted to provide the

13 Mayor and Council the opportunity to fulfill the statutory requirements defined in State Code and City Code.

14 Mayor Maughan reviewed the staff memo and explained that the City needs to reappoint certain officers every couple

15 of years. The appointments were for Alex Davis as Police Chief, Steve Marshall as City Treasurer, and Cassie Brown as City

16 Recorder.

17 COUNCILMEMBER WATSON MADE A MOTION TO ADOPT RESOLUTION R26-03 DESIGNATING AND

18 APPOINTING CERTAIN APPOINTED OFFICERS OF SYRACUSE CITY. COUNCILMEMBER ROBERTSON

19 SECONDED THE MOTION; ALL VOTED IN FAVOR.

20

21 8. Authorize Mayor Maughan to execute License Agreement between the
United States of America (Bureau of Reclamation) and Syracuse City for
trail and drainage improvements adjacent to the Layton Canal.

22 A memo from the Public Works Director explained this agreement is required to support construction elements related

23 to UDOT's West Davis Corridor (SR-177 Phase II) project within Syracuse City. UDOT's West Davis Corridor project requires

24 drainage improvements and the relocation of a segment of the Emigrant Trail that crosses or encroach upon Bureau of

25 Reclamation property where the Layton Canal is located (The canal is located within BOR property). Because the canal corridor

26 is federally owned, BOR approval is required before this work can proceed. This is similar to previous agreements the City has

27 done during the first phase of the West Davis Highway project. The memo expounded on the key terms of the agreement.

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1 COUNCILMEMBER ROBERTSON MADE A MOTION TO AUTHORIZE MAYOR MAUGHAN TO EXECUTE
2 LICENSE AGREEMENT BETWEEN THE UNITED STATES OF AMERICA (BUREAU OF RECLAMATION) AND
3 SYRACUSE CITY FOR TRAIL AND DRAINAGE IMPROVEMENTS ADJACENT TO THE LAYTON CANAL.
4 COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

5
6 9. Proposed Resolution R26-04 Expressing Support for Proposed State
7 Legislation Authorizing a Limited Optional Local Sales Tax Dedicated to
8 Emergency Services for Communities Serving Qualified State Parks.

9 A memo from the City Attorney explained Antelope Island State Park encompasses approximately 42 square miles
10 and is accessed via a seven-mile causeway. Emergency responses to the island require extended travel times and frequently
11 result in Syracuse City emergency units being unavailable for in-city calls. The size and terrain of the island require the City
12 to maintain specialized equipment, supplies, and staffing capable of responding to incidents occurring several miles off-road
13 and off trail. These requirements exceed the level of service typically needed for in-city responses. Over the past several years,
14 the City has incurred several hundreds of thousands of dollars in costs related to emergency responses on Antelope Island.
15 These costs are currently absorbed within the City's existing budget and are primarily borne by Syracuse City residents, despite
16 the park serving visitors from across the state. Visitation to Antelope Island State Park is among the highest in the Utah State
17 Park system and is expected to continue increasing due to recent facility and visitor center improvements, which may further
18 increase emergency service demand. The memo concluded the action before the Council is consideration of adopting the
19 resolution expressing support for proposed state legislation that would authorize a limited, optional local sales tax dedicated to
20 emergency services for communities that serve qualified state parks as the primary emergency response agency.

21 COUNCILMEMBER CRAGUN MADE A MOTION TO ADOPT RESOLUTION R26-04 EXPRESSING
22 SUPPORT FOR PROPOSED STATE LEGISLATION AUTHORIZING A LIMITED OPTIONAL LOCAL SALES TAX
23 DEDICATED TO EMERGENCY SERVICES FOR COMMUNITIES SERVING QUALIFIED STATE PARKS.
24 COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

25
26 10. Report from Syracuse City America 250 Committee regarding planned
27 events

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1 A memo from the Mayor explained this item is a discussion about ideas and events that Syracuse City can hold to
2 celebrate America's 250th anniversary. The City has received a grant for \$1,500.00 to help support this event; the Mayor has
3 formed a committee to generate ideas and suggestions on how the community can celebrate during the 2026 year.

4 Mayor Maughan reviewed the staff memo and reported on the newly formed America 250 Committee's planned
5 activities. Their first initiative will be a youth brigade of 250 or more young people (ages 14-18) carrying American flags to
6 lead the Heritage Days parade. The committee has also planned three activities through which youth can earn a challenge coin:
7 a museum scavenger hunt answering 90 questions, a "walkabout" taking selfies at 20-25 historic sites throughout Syracuse, or
8 memorizing the second paragraph of the Declaration of Independence (270 words). Additionally, the committee proposed a
9 series of citywide fundraisers to create a veteran's memorial, which Syracuse currently lacks. The memorial would honor all
10 who served rather than listing specific individuals and would include proper designation for each branch of service. A final
11 suggestion involved an "Americana-style" relay race during Heritage Days featuring traditional county fair activities, with
12 participants earning a commemorative coin.

13

14 11. Annual Open and Public Meetings Act (OPMA) training.

15 City Attorney Winchester used the aid of a PowerPoint to conduct a question-and-answer style training on the Open
16 and Public Meetings Act (OPMA). Key points covered included:

17 • The definition of a public body (legislative bodies created by law, consisting of two or more people, supported
18 by tax revenue, and vested with authority to make decisions)

19 • What constitutes a meeting (gatherings to receive public comment, deliberate, or take action on relevant
20 matters)

21 • Quorum requirements (generally four members of the six-member council)

22 • Requirements for public notice (at least 24 hours, with exceptions for emergencies)

23 • The need for written minutes and recordings for open meetings

24 • Closed meeting procedures, requiring at least two-thirds of present members to vote for closure

25 • Permissible reasons for closed meetings, including discussing character, professional competence, or
26 physical/mental health of individuals, and property transactions where public discussion would affect
27 negotiations

28 • Prohibitions against texting between members during meetings

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1 • Potential legal consequences, including voided actions, attorney fees, and even criminal charges for
2 intentional violations

3 For a copy of the presentation in its entirety, see the information packet for the meeting.

4

5 12. Mayor/Council reports and announcements

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

8

9 13. Public comments

10 There were no public comments.

11

12 Mayor Maughan recessed the meeting at 7:08 p.m. to allow the Council to move to Council conference room for the
13 visioning session.

14

15 14. Relocate to conference room for City Visioning Session (90 min.)

16 a. Review Mayors 2030 Goals
17 b. Review 2022 business summit plan
18 c. Review 2025 no tax increase plan
19 d. Review State Park Enrichment Pitch

20 Mayor Maughan provided an informative presentation to the new Council about his ongoing initiatives and goals for
21 Syracuse City. He emphasized this was for transparency purposes and not something that would require a vote. Mayor Maughan
22 shared his accomplishments from his previous term, including:

23 • Making visual improvements to the city
24 • Organizing a Mayor's Business Summit which, while modestly attended, provided valuable information used
25 throughout his term
26 • Actively recruiting businesses to locate in Syracuse
27 • Using data-driven approaches to city governance
28 • Developing the Costco project, which took over four years

29 For his current term, the Mayor outlined several priorities:

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- 1 • Securing funding to improve the regional park plan
- 2 • Working with other mayors on tax reform that accounts for inflation
- 3 • Establishing a state park fund to help connect trails
- 4 • Pursuing grants for trees and public art
- 5 • Addressing long-term wage challenges for city employees
- 6 • Exploring outside funding for a cultural arts facility
- 7 • Ensuring long-term economic stability for the city

8 Mayor Maughan emphasized several core principles he believes are important for the Council:

- 9 • Being selective about development because Syracuse is a desirable location
- 10 • Requiring developers to submit proposals in writing prior to meetings
- 11 • Finding creative funding solutions
- 12 • Maintaining financial responsibility
- 13 • Building from the current position rather than trying to undo past decisions

14 The Mayor presented data showing Syracuse has been the fastest growing city in Davis County nearly every year since

15 2016, creating significant infrastructure challenges. He shared his strategy to manage growth that included:

- 16 • Seeking additional grants
- 17 • Aggressively recruiting businesses
- 18 • Being more selective with development projects
- 19 • Finding ways to automate tasks to avoid excessive staff additions

20 Mayor Maughan detailed his efforts to secure state funding for parks, presenting his case to the Wasatch Regional

21 Council and the Governor's office. He highlighted Syracuse's unique position:

- 22 • 21.3% growth in recent years, double the rate of other cities in the county
- 23 • Recognition as the sixth fastest growing city statewide
- 24 • Being the third largest city in Davis County
- 25 • Having the youngest median age in the county
- 26 • Having the highest number of people per household in Davis County
- 27 • 37.4% of the population under age 18, the highest in Davis County

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3 The Mayor emphasized that while the City has been accommodating growth and helping address the housing crisis,
4 the financial burden of required infrastructure has made it difficult to fund recreational amenities. He proposed that the state
5 create a parks fund to help growing cities like Syracuse maintain quality of life through recreational opportunities. Mayor
6 Maughan concluded by expressing excitement about working with the new Council and encouraged more participation in
7 community events like ribbon cuttings to maintain connection with residents.

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15. 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 (if

necessary).

13 COUNCILMEMBER WATSON MOVED TO ADJOURN INTO CLOSED EXECUTIVE SESSION PURSUANT
14 TO THE PROVISIONS OF SECTION 52-4-205 OF THE OPEN AND PUBLIC MEETINGS LAW FOR THE PURPOSE OF
15 DISCUSSING THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN
16 INDIVIDUAL; PENDING OR REASONABLY IMMINENT LITIGATION; OR THE PURCHASE, EXCHANGE, OR
17 LEASE OF REAL PROPERTY. COUNCILMEMBER ROBERTSON SECONDED THE MOTION. ALL VOTED AYE.

18 The Closed Session began at 8:04 p.m.

19 The Business Meeting reconvened at 8:37 p.m.

21 COUNCILMEMBER ROBERTSON MADE A MOTION TO ADJOURN. COUNCILMEMBER WATSON
22 SECONDED THE MOTION ALL VOTED IN FAVOR TO ADJOURN.

25 The meeting adjourned at 8:38 p.m.

30 Dave Maughan
31 Mayor

Cassie Z. Brown, MMC
City Recorder

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January 13, 2026
1 Date approved: _____

1 Minutes of the Syracuse City Council Work Session Meeting January 13, 2026

2

3 Minutes of the City Council Work Session of the Syracuse City Council, held on January 13, 2026 at 6:08 p.m., in a

4 hybrid in-person/electronic format via Zoom, meeting ID 882 7301 1039, in-person in the City Council Chambers at 1979 W.

5 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings

6 Act Amendments, signed into law on June 25, 2020.

7

8 Present: Councilmembers: Andrea Brown
9 Brett Cragun
10 Abraham Pollard
11 Julie Robertson
12 Paul Watson

DRAFT

13

14 Mayor Dave Maughan
15 City Manager Brody Bovero
16 Administrative Services Director/City Recorder Cassie Brown

17

18 City Employees Present:
19 Assistant City Manager Stephen Marshall
20 City Attorney Colin Winchester
21 Fire Chief Aaron Byington
22 Police Chief Alex Davis
23 Public Works Director Robert Whiteley
24 Community and Economic Development Director Noah Steele
25 Communications Specialist Kara Finley

26

27 The purpose of the Work Session was to discuss Business Meeting Agenda Item #3, consideration of appointments to
28 Special Service Districts; and Regular Business Agenda Item #9, proposed Resolution R26-04 expressing support for proposed
29 State Legislation authorizing a limited optional local sales tax dedicated to emergency services for communities serving
30 qualified State Parks.

31

32 Discussion regarding Business Meeting Agenda Item #3, consideration of
33 appointments to Special Service Districts.

34 An administrative staff memo explained Syracuse City makes appointments to local districts: North Davis Sewer
35 District (NDSD), Mosquito Abatement District (MAD), and Wasatch Integrated Waste Management District (WIWMD).
36 Section 2.45.060 of the Syracuse City Code defines the process for considering these appointments as follows:

37 “(A) Prior to appointing individuals to any local district, the Council shall discuss the appointment in a work
38 meeting, and schedule a public hearing to consider the issue at its next regular Council meeting or a special
39 meeting.

40 (B) After conducting a public hearing, the Mayor shall open the issue to discussion among Council
41 Members. At the conclusion of discussion, the appointment shall be made by motion, which must be
42 supported by a majority vote. The Mayor may participate in the appointment action as a voting member.”

43 Councilmember Cragun has been serving as the City's appointee to the Mosquito Abatement District since July of

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January 13, 2026

1 2024; his term ended December 31, 2025. The Mayor has discussed the position with Councilmember Robertson and intends
2 to nominate her to fill the position. He has indicated this board “discusses a lot of health risks to citizens carried by mosquitos.
3 Julie’s background as a nurse will serve the city well to help report to the city”.

4 The City was previously represented by Councilmember Savage on the Wasatch Integrated Waste Management
5 Board. Mayor Maughan indicates that the Board is made up of all three Davis County Commissioners, two representatives
6 from Morgan County, and 14 representatives from cities, of which 12 are mayors. The Mayor intends to nominate himself to
7 fill the position because most of the other city representatives are Mayors.

8 Mayor Maughan reviewed the staff memo and explained that the two appointments needed to be made promptly to
9 ensure representation at upcoming meetings of the two Districts. He proposed that he would fulfill the WIWMD appointment
10 himself, as it is typically filled by mayors across the county. For the MAD, he recommended Councilwoman Robertson, noting
11 her nursing background would be valuable when discussing mosquito-borne diseases.

12
13 Discussion of Regular Business Agenda Item #9, proposed Resolution
14 R26-04 expressing support for proposed State Legislation authorizing a
15 limited optional local sales tax dedicated to emergency services for
16 communities serving qualified State Parks.

17 An Administrative staff memo explained Antelope Island State Park encompasses approximately 42 square miles and
18 is accessed via a seven-mile causeway. Emergency responses to the island require extended travel times and frequently result
19 in Syracuse City emergency units being unavailable for in-city calls. The size and terrain of the island require the City to
20 maintain specialized equipment, supplies, and staffing capable of responding to incidents occurring several miles off-road and
21 off trail. These requirements exceed the level of service typically needed for in-city responses. Over the past several years, the
22 City has incurred several hundreds of thousands of dollars in costs related to emergency responses on Antelope Island. These
23 costs are currently absorbed within the City’s existing budget and are primarily borne by Syracuse City residents, despite the
24 park serving visitors from across the state. Visitation to Antelope Island State Park is among the highest in the Utah State Park
25 system and is expected to continue increasing due to recent facility and visitor center improvements, which may further increase
26 emergency service demand. The proposed legislation would allow communities in similar circumstances to adopt a limited
27 local sales tax dedicated to emergency services. A dedicated funding source would improve the City’s ability to plan, staff, and
28 equip emergency response operations associated with the state park while maintaining adequate service levels within the City.

City Council Work Session

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1 Adoption of the proposed resolution would formally communicate the City Council's support for this legislation to state leaders
2 and the City's legislative delegation.

3 Mayor Maughan explained that last year's legislation allowed Southern Utah's Hurricane City to impose a use tax to
4 help pay for firefighters serving in national parks. The proposed amendment would add two words to include "major state
5 parks," which would allow Syracuse to implement a similar tax to support emergency services to Antelope Island. This would
6 enable visitors shopping in Syracuse to contribute to the service costs. The Mayor noted this would help address the significant
7 strain on the fire department when responding to island calls, which can take several hours and leave the City under protected

8 Councilmember Watson asked if the revenues that would be generated by the new sales tax would be restricted for
9 use in the Fire Department only. Mayor Maughan stated that there are some restrictions on the revenues; they would mainly be
10 used to staff and equip the Fire Department.

11 Councilmembers Watson and Robertson voiced support for the proposal.

12

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14 The meeting adjourned at 6:13 p.m.

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Dave Maughan

20 Mayor

21

22 Date approved: _____

Cassie Z. Brown, MMC

City Recorder

Minutes of the City Council Work Session of the Syracuse City Council, held on January 27, 2026 at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 889 2514 0071, in-person in the City Council Conference Room 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: Andrea Brown
Brett Cragun
Paul Watson
Julie Robertson

DRAFT

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

Excused: Councilmember Abraham Pollard

City Employees Present:

Assistant City Manager Stephen Marshall
City Attorney Colin Winchester
Fire Chief Aaron Byington
Police Chief Alex Davis
Community and Economic Development Director Noah Steele
Public Works Director Robert Whiteley
Communications Specialist Kara Finley

The purpose of the Work Session was to receive public comments; review recommendation from Planning Commission, application for zone change for property located at approximately 2300 W. 1700 S., Residential (R-2) and Agricultural (A-1) to Light Commercial (LC), applicant Leisure Villas; review recommendation from Planning Commission, application for General Plan Map amendment, Civic to Low Density Residential, for property located at approximately 963 S. 2000 W.; review recommendation from Planning Commission, application for zone change for property located at approximately 963 S. 2000 W., Agricultural (A-1) to Residential (R-3), Applicant CW Land; discuss proposal to consider amendment No. 1 to Interlocal Cooperation Transportation Project Reimbursement Agreement for a signalized intersection at and State Road (SR) 193; discuss proposed amendments to Syracuse Municipal Code Section 4.15 and 4.25 pertaining to water meters; proposed Engineering Standards updates related to water meters; and proposed policy related to existing and discuss updates on potential changes to 911 Dispatch Services; discussion regarding provision of ambulance services relative to Senate Bill (SB) 215, 2025; discuss Municipal budgeting; discuss proposed City-wide branding guidelines; discuss Council assignments/appointments; discuss and review Section 2.45.060 of Syracuse Municipal Code pertaining to the appointment process for special service district positions; and receive biennial review for Community and Economic Development (CED) Department.

1 **Public comments**

2 There were no public comments.

3 **Planning item C1: Recommendation from Planning Commission:**

4 **application for zone change for property located at approximately**

5 **2300 W. 1700 S., Residential (R-2) and Agricultural (A-1) to Light**

6 **Commercial (LC), applicant Leisure Villas**

7 A staff memo from the Community and Economic Development (CED) Director Steele explained that the City has
8 received a rezone application from Leisure Villas for approximately 4.27 acres located approximately 2300 W. 1700 S. The
9 request includes seven parcels. The applicant provided the following reasons for the requested change: "Rezoning from
10 residential to light commercial to meet the general plan." The property is located south of Walmart. The north edge of the
11 property has frontage and access on Antelope Drive which is State Route 127. In 2021, UDOT demolished six homes that were
12 present on the property to make room for the widening of Antelope Drive. The applicant purchased the property at surplus
13 auction from the Utah Department of Transportation (UDOT) after completion of the highway widening. The south, east, and
14 west edges of the property are bordered by single family homes. The current zoning on the parcel is Agricultural (A-1) and
15 Residential (R-2). Zoning to the east, south, and west is R-2. Zoning to the north is General Commercial (GC). The requested
16 zoning is Light Commercial (LC). The property is also within the Town Center Overlay zone. The LC zone permits a variety
17 of commercial uses including banks, fast food, restaurants, medical office, and retail sales. The maximum building height
18 allowed in the LC zone is 25 feet. The Town Center Overlay Zone prohibits auto repair, auto body, auto maintenance, auto
19 detailing, car washes, and car dealerships. The LC zone does not list gas stations as permitted. The property is general planned
20 for 'Commercial'. The LC zone is a permitted zone within the Commercial general plan designation and is therefore consistent
21 with the General Plan. General Plan to the north of the property is Commercial and to the south is Low Density Residential. As
22 explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and general plan
23 map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve,
24 approve with modifications, or deny the request. The City Council will then review the recommendation and make a decision.
25 During the public meeting, the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E)
26 explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the
27 application would be harmonious with the overall character of the existing development, the extent to which it may adversely
28 affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not

City Council Work Session

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1 limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water
2 supplies, and waste water and refuse collection. The Planning Commission held a public hearing and discussed the item on
3 12/02/25. They are forwarding a recommendation for approval.

4 The Mayor reviewed the staff memo and explained that this is a project the Council reviewed a few years ago and at
5 that time the City did not have a Light Commercial (LC) zone. The City now has a Light Commercial (LC) zone established
6 and the proposed project would fit within the Light Commercial zone guidelines. The Mayor and Council briefly discussed the
7 proposed application for a zone change and the Council showed support for this item. The Mayor concluded that this item
8 would move forward to the consent agenda at the February 10 business meeting.

9

10 **Planning item C2(i): Recommendation from Planning Commission:**
11 **application for General Plan Map amendment, Civic to Low Density**

12 **Residential, for property located at approximately 963 S. 2000 W. and,**

13 **Planning item C2(ii): Recommendation from Planning Commission:**

14 **application for zone change for property located at approximately**

15 **963 S. 2000 W., Agricultural (A-1) to Residential (R-3), applicant CW**

16 **Land**

17 A staff memo from the Community and Economic Development Director (CED) explained that the City has received
18 an application to amend the General Plan Map and an application for a rezone of the property. The application was received
19 from Chase Freebairn of Cole West North, LLC for approximately 12.83 acres located approximately 963 S. 2000 W. The
20 request includes two parcels. The applicant provided the following reasons for the requested change:

21 "Cole West is planning to purchase approximately 12.83 acres of property owned by the Davis School District
22 (DSD), located in Syracuse City. Following acquisition, Cole West intends to rezone approximately 12 acres
23 of the property to the R-3 Residential Zone, consistent with the surrounding neighborhoods. A General Plan
24 Map Amendment is required to facilitate the rezone and ultimately the development of a 36-lot single-family
25 residential subdivision that complements existing land uses in the area. Pursuant to our agreement with DSD,
26 within 30 days following the property closing, Cole West will deed approximately 0.83–0.85 acres located at
27 the west end of the site to Syracuse City, at no cost, to support the City's potential plans for a future fire
28 station adjacent to the residential development. As part of our design commitment, Cole West will preserve
29 the large existing tree onsite, integrating it into the subdivision's open space and incorporating it alongside

stormwater detention and possible community amenities. In addition, Cole West intends to coordinate with the adjacent property owner to the west (Parcel ID# 120500126) to determine their interest in participating jointly in this rezone request. Should that property owner wish to participate, the application will be amended to include their parcel, promoting orderly and coordinated development and preventing the parcel from becoming landlocked without access to 1925 West."

6 The property is located east of Sorensen Construction and Utah Onions along 2000 W. 2000 W, is also known as State
7 Route 108. The north, south, and east edges of the property are bordered by single family homes. The current zoning on the
8 parcel is Agricultural (A-1). Zoning to the north and east is Residential (R-2). Zoning to the south is Residential (R-3). Zoning
9 to the west is Industrial. Immediate west is planned for a future fire station which will most likely remain A-1 zoning. The
10 requested zoning is R-3, the R-3 zone permits single family lots with a minimum lot size of 8,000 sf. The property is general
11 planned for 'Civic'. This is left over from when the school district owned the property and was planning on building an
12 elementary school. The school district decided against building a school at this location and is now under contract to sell the
13 property to a developer. R-3 would be allowed in the low, medium, and high residential designations. The applicant has
14 requested an amendment to the general plan map from 'Civic' to 'Low Density Residential' designation. As explained in
15 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and general plan map
16 amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve
17 with modifications, or deny the request. The City Council will then review the recommendation and make a decision. During
18 the public meeting, the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains
19 that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application
20 would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent
21 property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to
22 roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and
23 wastewater and refuse collection. The Planning Commission held a public hearing and discussed the item on 12/02/25. They
24 are forwarding a recommendation for approval.

25 The Mayor facilitated discussion among the Council and Mr. Steele for both agenda items C2(i) and C2(ii), application
26 for zone change and General Plan Map amendment at this property. He explained that there was a brief discussion during
27 Planning Commission about Residential (R-2) zoning vs Residential (R-3) zoning for this property and it was determined (R-
28 3) zoning would be adequate. Ultimately the Council felt comfortable with the proposed General Plan map amendments and

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1 zoning changes for the property, and the Mayor stated both items would move forward to the consent agenda at the February
2 10 business meeting.

3

4 **Planning item C3: Proposal to consider Amendment No. 1 to**
5 **Interlocal Cooperation Transportation Project Reimbursement**
6 **Agreement for a signalized intersection at 2500 W. and State Road**
7 **(SR) 193**

8 A staff memo from the Community and Economic Development (CED) Director explained that the City applied for
9 and was awarded a transportation grant from Davis County for \$2,817,918 on January 23, 2024. The money is for a new
10 signalized intersection at 2500 West and State Road (SR) 193. The original grant timeline expired on January 23, 2026. The
11 City has requested to extend the timeline to June 30, 2028. The proposed agreement extending the grant timeline needs to be
12 approved by resolution by the Council and forwarded to the County Commission for approval.

13 Mayor Maughan reviewed the staff memo and facilitated discussion among the Council regarding the proposed
14 Interlocal Transportation Project Reimbursement Agreement. Councilmember Robertson asked if this project is for a
15 signalized intersection only. The Mayor stated that the project is for the infrastructure for a signalized intersection and 500 feet
16 of road as a requirement of the grant for the project. The Council felt comfortable with the proposed amendment and the Mayor
17 indicated that this item would be on the consent agenda at the next business meeting for the Council to take action on.

18

19 **Public Works item D1: Proposed amendments to Syracuse Municipal**
20 **Code Section 4.15 and 4.25 pertaining to water meters; proposed**
21 **Engineering Standards updates related to water meters; and**
22 **proposed policy related to existing meters**

23 A staff memo from the Public Works Director explained Water meters are intentionally not located in concrete for
24 safety and serviceability. If a leak at the meter were to develop at the meter or at pipes near the meter, the leak may go undetected
25 for long periods of time because concrete prevents water from coming to the surface and can erode the soil underneath the
26 concrete creating a void that may collapse. Leaks at meters are frequently excavated around the outside edges of the meter box
27 to make repairs. Staff are recommending proposed amendments to clarify the City Code, and a recommended Policy has been
28 drafted for the Council to review. Staff have also included updated Engineering Standards for the Council to review.

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1 Public Works Director Whiteley reviewed his staff memo and facilitated discussion among the Council regarding the
2 safety and serviceability issues for water meters located in concrete and the possibility of leaks. Mr. Whiteley explained the
3 updates to the engineering standards and the proposed water meter policy would support the amendments to the City Code. The
4 Council showed support for the proposed amendments and policy, and the Mayor concluded these items would move to the
5 next business meeting for the Council to take action on.

6

7 **Public Safety item E1: Updates and Discussion on potential changes**

8 **to 911 Dispatch Services**

9 A staff memo from Administration explained the purpose of this agenda item is to brief the City Council on the
10 impending termination of the City's current 911 dispatch arrangement with Davis County, outline the City's available options
11 for continued dispatch services, review the major terms of a proposed interlocal cooperation agreement with Layton City, and
12 receive direction from the City Council on how to proceed. Syracuse City currently receives 911 dispatch services through
13 Davis County. Davis County has notified participating cities that it is closing its dispatch center and transitioning dispatch
14 operations to Layton City. As a result, the City's existing contract with Davis County will terminate later this year, requiring
15 Syracuse City to secure a replacement dispatch service provider to ensure uninterrupted public safety communications. Under
16 current Utah law, once Davis County discontinues its dispatch operations, only two dispatch centers may remain operational
17 within the county (currently Layton City and Bountiful City). Because Syracuse City does not share a contiguous service area
18 with Bountiful City, state law does not allow the City to contract with Bountiful for dispatch services. Additionally, once Davis
19 County's dispatch center closes, a third dispatch center cannot be created. These statutory limitations significantly narrow the
20 City's available options. Layton City has proposed an interlocal cooperation agreement under which it would provide
21 consolidated regional dispatch services to Syracuse City and other participating agencies.

22 ***Alternative Option***

23 One alternative that has been suggested by another Davis County city is the potential formation of a special service
24 district to provide dispatch services. A special service district could offer direct representation on a governing board, rather than
25 governance through Layton City Council. However, based on preliminary discussions, formation of a special service district is
26 not expected to produce significant cost savings compared to contracting directly with Layton City. The Layton proposal
27 includes an advisory body with participating cities represented, but final decisions are made by Layton City. A feasibility study
28 could be conducted to further analyze the special service district option; however, such a study would require time and resources

City Council Work Session

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1 and would not guarantee a materially different outcome. The staff memo summarizes the terms of an interlocal agreement, and
2 the final draft will be updated by Administration at a later date.

3 City Manager Bovero reviewed his staff memo and explained that Davis County currently provides 911 dispatch
4 services for Syracuse City, and they will be transferring their operations to Layton City. He facilitated a high-level discussion
5 among the Council regarding the possibility of contracting with Layton City for dispatch services and the possibility of creating
6 a Special Service District for dispatch services, noting he does not foresee there being a significant cost difference between the
7 two options, however there will be a price increase to the City because Davis County has been subsidizing the cost for the
8 dispatch services. There was a discussion regarding whether the formula Layton City used to charge for their dispatch services
9 was accurate and Fire Chief Byington explained it is the same formula Davis County used.

10 The Mayor stated he has spoken to some of the Mayors in surrounding cities, and it does not seem like there was
11 support for the creation of a Special Service District for dispatch services; once Davis County discontinues their dispatch
12 services, a Special Service District could no longer be created.

13 The Council showed support for the possibility of an interlocal cooperation agreement with Layton City. The Mayor
14 concluded that this is not an action item, and he appreciates the feedback from the Council. He explained that once the City
15 receives a draft agreement from Layton City it will be available for the Council to review at a future Work Session.

16

17 **Public Safety item E2: Discuss regarding provision of ambulance**

18 **services responsive to Senate Bill (SB) 215, 2025**

19 A staff memo from Fire Chief Byington explained the purpose of this discussion item is to inform the City Council of
20 the rationale for issuing a Request for Proposals (RFP) for emergency medical services (EMS) and to outline the proposed next
21 steps, including Council consideration of a resolution at the next Council meeting in February. Recent changes to state law
22 require municipalities to formally select and support providers of 911 emergency medical services and interfacility transport
23 services through a public process. In response to these requirements, the City initiated an RFP to ensure compliance with Utah
24 Code and state EMS licensure standards and to provide transparency and due diligence in evaluating available service options.
25 The RFP was issued to identify any qualified EMS providers interested in serving Syracuse City. No formal proposals were
26 received in response. As part of this process, staff reviewed service needs, regulatory requirements, and the historical
27 performance of the Syracuse Fire Department in providing EMS services. For Council's reference, the following documents
28 are included with this agenda item:

29

- A draft resolution formally selecting and supporting the Syracuse Fire Department as the

City's EMS provider.

- A draft Letter of Support to be submitted to the Utah Department of Public Safety, Bureau of Emergency Medical Services, as part of the Syracuse Fire Department's re-licensure process.

City Manager Bovero reviewed his staff memo and explained that there is a new law that requires the City to advertise a Request for Proposal (RFP) for emergency medical services (EMS). Mr. Bovero explained the City has complied and issued a Request for Proposal (RFP) for emergency medical services but did not receive any bids. He explained that a draft resolution would need to be adopted and a letter of support would need to be submitted to the State of Utah. The Council has supported the Syracuse City Fire Department continuing to provide emergency medical services to the City.

The Mayor concluded that this item would move forward to the consent agenda at the February 10 business meeting.

Municipal budgeting overview

The Council received a PowerPoint presentation from the Mayor regarding the Municipal budgeting; the presentation focused on the sources of income the City receives, the Vision and Mission Statements for the City, how the City budgets, and long-range plans. The Mayor explained how the Municipal Building Authority (MBA) functions and reviewed impact fees and enterprise funds. For a copy of the presentation in its entirety, see the information packet for the meeting.

The Mayor concluded by asking for feedback from the Council on setting a date for the budget retreat; the group concluded the meeting could be scheduled for March 27, 2026.

Discussion of City-wide branding guidelines

A staff memo from Administration explained a style guide has been created to enhance consistency in public-facing materials produced by Syracuse City employees. The style guide outlines color combinations, font options, and template usage to support a cohesive and recognizable visual identity across official City communications.

Public Information Specialist Finley reviewed her staff memo and explained that she is recommending the City to be more consistent with its branding, which will help the community identify a City representative and City materials. She explained there are also branding templates for employees to utilize.

The Council showed support for the proposed branding guidelines and the Mayor concluded that this item will be on the next business meeting agenda for Council to take action on.

Review Council assignments/appointments

City Council Work Session

January 27, 2025

1 A staff memo from Administration explained that the Mayor and Council agreed to divide all assignments into groups
2 so that no one Council member has all the workload in any one category. The Mayor suggests that Council members accept
3 assignments from the following groupings. Last year's resolution solidifying the 2025 appointments and assignments is
4 attached to this memo for review.

Group A- School Point of contacts (2 each council member)

1. Community Council, Bluff Ridge Elementary
2. Community Council, Buffalo Point
3. Community Council, Clearfield High School
4. Community Council, Cook Elementary
5. Community Council, Legacy Junior High
6. Community Council, Syracuse Elementary
7. Community Council, Syracuse High School
8. Community Council, New School Syracuse opens in fall
9. Community Council, Island View Elementary (West Point)
10. Community Council, Horizon Jr. High School
11. Community Council, Syracuse Junior High School
12. Liaison to Syracuse Arts Academy (2 covering all 4 campuses) Mayor

Group B- 1 employee board and 1 ULCT if available

1. Employee Appeals Board alternate member (2)
2. Employee Appeals Board member (2)
3. Voting member of the Utah League of Cities and Towns (ULCT) Legislative Policy Committee (3)
4. Non-voting member of the Utah League of Cities and Towns (ULCT) Legislative Policy Committee (traditionally a City employee) (2)

***Authorize key city staff as alternate voting members if no council members are able to attend. Suggestion: City Manager, City Attorney, or Mayor**

Group C- Citizen Committee assignments (2 each Councilmember and Mayor)

1. Architectural Review Board
2. Arts Council Liaison -mayor to continue
3. Davis Chamber of Commerce Liaison -mayor is appointed by COG to serve on board. (add council member?)

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- 1 4. Disaster Preparedness Committee Liaison
- 2 5. Museum Board Advisor
- 3 6. North Davis Communities that Care (CTC) Coalition City representative
- 4 7. Planning Commission Liaison (counts as 2, meets twice a month)
- 5 8. Youth Court Liaison
- 6 9. Miss Syracuse Pageant Liaison
- 7 10. America 250 Fundraising Special Project (2 council members)
- 8 11. New Business Ribbon Cutting Coordinator?
- 9 12. Youth Council

Group D- Major Special Events (1 each)

- 11 1. Pumpkin Walk Liaison
- 12 2. Heritage Days Liaison
- 13 3. Safety Jamboree (Combined National Night Out/Fire Open House Night)
- 14 4. Syracuse America 250 special events committee – Julie and Andrea

Group E- Mayor Pro-Tem (1 each) Assigned by Mayor

- 16 1. Mayor Pro-Tem
- 17 2. Mayor Pro-Tem, Second
- 18 3. Mayor Pro-Tem, Third

Canal Board- representation has traditionally been covered by PW and individual stakeholders.

- 20 1. Davis and Weber Canal Board. (PW Director has been elected to this position)
- 21 2. Layton Canal Board – City Representative (traditionally the PW Director)

22 Mayor Maughan reviewed his memo and facilitated discussion among the Council to determine the assignments they
23 are interested in. Staff will utilize the feedback provided during that discussion to develop a resolution for adoption during the
24 February 10 meeting.

25

26 **Review Section 2.45.060 of Syracuse Municipal Code pertaining to**
27 **the appointment process for special service district positions**

City Council Work Session

January 27, 2025

1 A staff memo from Administration explained that the Mayor has indicated a desire to review the City's current process
2 and regulations for appointment members to special service district positions. The process can be found in Section 2.45.060 of
3 the Syracuse Municipal Code and reads as follows:

4 ***“2.45.060 Appointment to local districts.***

5 *(A) Prior to appointing individuals to any local district, the Council shall discuss the*
6 *appointment in a work meeting, and schedule a public hearing to consider the issue at*
7 *its next regular Council meeting or a special meeting.*

8 *(B) After conducting a public hearing, the Mayor shall open the issue to discussion*
9 *among Council Members. At the conclusion of discussion, the appointment shall be*
10 *made by motion, which must be supported by a majority vote. The Mayor may*
11 *participate in the appointment action as a voting member.*

12 *(C) In the case of a vacancy in both an elected position and an appointed position*
13 *which was previously filled by that elected official, the Council shall fill the vacancy*
14 *in the elected seat, as provided in SMC 2.45.040, prior to appointing an individual to*
15 *fill the appointed position. [Ord. 16-19.]*

16 The Mayor reviewed his staff memo and stated he is proposing to have one policy to govern all the appointments for
17 special service district positions. The Mayor and Council briefly discussed this matter and agreed to hear a formal
18 recommendation to amend the current process and policy; the item will come before the Council during their February 24 work
19 session meeting, after which it can move to a business meeting for a vote upon direction from the Council.

20

21 **Biennial review – Community and Economic Development (CED) Department.**

22 A staff memo from Administration the purpose of this memo is to introduce the biennial “deep dive” review of the
23 Community & Economic Development (CED) Department. This review is part of the City Council’s ongoing commitment to
24 effective governance, accountability, and continuous improvement across City operations. The biennial review provides an
25 opportunity for the Council and Administration to engage in a focused, in-depth discussion of departmental performance,
26 resource alignment, and emerging challenges. The biennial review process is intended to go beyond routine budget and
27 operational updates. Instead, it provides a structured forum to examine whether a department’s goals, staffing, and performance
28 measures align with City Council priorities and adopted policies. This review will focus on the Community & Economic
29 Development Department, consistent with the City’s established review cycle.

1 **Scope of Review:**

2 The 2026 biennial review of the CED Department will focus on the following areas:

3 **1. Key Performance Indicators (KPIs)**

4 Council will review the department's adopted Key Results and Performance Indicators to
5 evaluate progress toward strategic goals related to community development, business
6 growth, permitting, inspections, and customer service. These measures are intended to
7 provide clear, objective insight into departmental performance.

8 **2. Staffing Levels and Capacity**

9 The review will examine current staffing levels, workload, and organizational capacity
10 within the CED Department, with consideration given to service demands, development
11 activity, and alignment with the City's adopted recruitment and retention policies.

12 **3. Concerns and Emerging Issues**

13 Council and staff will discuss any operational challenges, risks, or emerging issues
14 affecting the department, including growth pressures, regulatory changes, customer
15 service expectations, and long-term sustainability.

16 The goal of the biennial review is to inform future policy direction, budget planning, and potential organizational
17 adjustments, while ensuring alignment with City Council priorities and adopted policies. Staff will be prepared to present
18 information and respond to Council questions during the scheduled review.

19 CED Director Steele presented a report of the biennial review of his Department; the presentation covered: Key
20 Performance Indicators (KPIs) related to his Department and reported on the City-wide vision statements that apply to his
21 Department. He reported on the increase in sales tax revenue, the increase in population growth in Syracuse City, as well as
22 new businesses and total businesses in the City. Mr. Steele reported on the number of inspections and building permits being
23 completed 100 percent on time during 2025. He also reported on the staffing levels for his Department and reported on data
24 pertaining to the continuation of training hours for his Department. Mr. Steele concluded that his Department is adequately
25 staffed and he has a great team. The Mayor and Council thanked Mr. Steele for his presentation.

26

27 The meeting adjourned at 8:06 p.m.

28

29

City Council Work Session
January 27, 2025

1

2

3 Dave Maughan

Cassie Z. Brown, MMC

4 Mayor

City Recorder

5

6 Date approved: _____

1 Minutes of the Syracuse City Council Special Business Meeting, January 27, 2026

2

3 Minutes of the special meeting of the Syracuse City Council, held on January 27, 2026 at 6:00 p.m., in a hybrid in-
4 person/electronic format via Zoom, meeting ID 889 2514 0071, in-person in the City Council Conference Room at 1979 W.
5 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings
6 Act Amendments, signed into law on June 25, 2020.

7

8 Present: Councilmembers: Andrea Brown
9 Brett Cragun
10 Julie Robertson
11 Paul Watson

DRAFT

12

13 Mayor Dave Maughan
14 City Manager Brody Bovero
15 Deputy City Recorder Marisa Graham

16

17 Excused: Councilmember Abraham Pollard

18

19 City Employees Present:

20 Assistant City Manager Stephen Marshall
21 City Attorney Colin Winchester
22 Community and Economic Development Director Noah Steele

23

24

25 Meeting called to order.

26

27 Mayor Maughan called the meeting to order at 8:06 p.m. as a special meeting, with notice of time, place, and agenda
provided 24 hours in advance to the newspaper and each Councilmember.

28

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

35

36 COUNCILMEMBER ROBERTSON MOVED TO ADJOURN INTO CLOSED EXECUTIVE SESSION
37 PURSUANT TO THE PROVISIONS OF SECTION 52-4-205 OF THE OPEN AND PUBLIC MEETINGS LAW FOR THE
38 PURPOSE OF DISCUSSING THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL
39 HEALTH OF AN INDIVIDUAL; PENDING OR REASONABLY IMMINENT LITIGATION; OR THE PURCHASE,
40 EXCHANGE, OR LEASE OF REAL PROPERTY. COUNCILMEMBER WATSON SECONDED THE MOTION. ALL
VOTED AYE. Councilmember Pollard was not present when this vote was taken.

City Council Special Meeting

January 27, 2026

1 The Closed Session began at 8:07 p.m.

2 The Special Meeting reconvened at 8:22 p.m.

3

4 COUNCILMEMBER WATSON MADE A MOTION TO ADJOURN. COUNCILMEMER ROBERTSON

5 SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Pollard was not present when this vote was taken.

6

7 The meeting adjourned at 8:22 p.m.

8

9

10

11

12

13 Dave Maughan

Cassie Z. Brown, MMC

14 Mayor

City Recorder

15

16 Date approved: _____



COUNCIL AGENDA

February 10, 2026

Agenda Item #4a

Resolution R26-05 Mayor and Council Assignments

Any question regarding this agenda item may be directed at Mayor Dave Maughan or City Manager Brody Bovero

Background

- Each year the Mayor and Council decide on various assignments to internal and external committees; these assignments were discussed during the January 27, 2026 work session. A draft resolution has been prepared to solidify the appointments and assignments for the 2026 calendar year.

Action Item

Vote on whether to approve Resolution R26-05 appointing the Mayor and City Councilmembers to various committee positions and assignments.

RESOLUTION R26-05

A RESOLUTION OF THE SYRACUSE CITY COUNCIL APPOINTING THE MAYOR AND CITY COUNCILMEMBERS TO VARIOUS COMMITTEE POSITIONS AND ASSIGNMENTS.

WHEREAS Syracuse City Councilmembers are desirous of being appointed to and serving on various community committees and boards; and

WHEREAS there are also internal City positions, such as Mayor Pro-Tem, that Councilmembers are desirous of being appointed to; and

WHEREAS the Syracuse City Council discussed committee appointments and assignments during their Work Session Meeting of January 27, 2026; the Mayor and Council determined to break assignments into five different groups and to assign each Councilmember to a defined number of positions in each group.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, UTAH, AS FOLLOWS:

Section 1. Appointment.

Group A - School Point of contacts (2 each council member)

- Community Council, Bluff Ridge Elementary – **Councilmember Watson**
- Community Council, Buffalo Point – **Councilmember Pollard**
- Community Council, Clearfield High School – **Councilmember Watson**
- Community Council, Cook Elementary – **Councilmember Pollard**
- Community Council, Legacy Junior High – **Councilmember Brown**
- Community Council, Syracuse Elementary – **Councilmember Cragun**
- Community Council, Syracuse High School – **Councilmember Brown**
- Community Council, Syracuse Junior High School – **Councilmember Cragun**
- Community Council, Island View Elementary in West Point – **Councilmember Robertson**
- Community Council, Horizon Jr. High School – **Councilmember Robertson**
- Community Council, new school – opening fall of 2026 – **Mayor Maughan**
- Liaison to Syracuse Arts Academy (counts as 2 covering all 4 campuses) **Mayor Maughan**

Group B – One employee board and one ULCT assignment per Councilmember (ULCT assignments handled by City employees if not enough Councilmembers are available for legislative policy meetings).

- Employee Appeals Board alternate member (2) – **Councilmembers Brown and Cragun**
- Employee Appeals Board member (2) – **Councilmembers Robertson and Watson**
- Voting member of the Utah League of Cities and Towns (ULCT) Legislative Policy Committee (3)
- Non-voting member of the Utah League of Cities and Towns (ULCT) Legislative Policy Committee (traditionally a City employee) (2) – **Authorize key City staff as alternate voting members if no Councilmembers are able to attend, i.e., City Manager, City Attorney, or Mayor.**

Group C- two assignments per Councilmember and Mayor to the following public citizen advisory boards/committees:

- Architectural Review Board – **Councilmember Brown**
- Arts Council Liaison – **Mayor Maughan**
- Davis Chamber of Commerce Liaison (in addition to Mayor Maughan who is appointed to Davis County Council of Governments (COG) to serve on the Board) – **Councilmember Watson**
- Disaster Preparedness Committee Liaison – **Councilmember Watson**
- Museum Board Advisor – **Councilmember Cragun**
- North Davis Communities that Care (CTC) Coalition City representative – **Councilmember Robertson**
- Parks Advisory Committee Liaison – **Councilmember Savage**
- Planning Commission Liaison – **Councilmember Pollard**
- Youth Court Liaison – **Councilmember Brown**
- Miss Syracuse Pageant Liaison – **Councilmember Robertson**
- America 250 Fundraising Special Project – **Councilmembers Brown and Robertson**
- New business ribbon cutting coordinator – **Councilmember Cragun.**
- Youth Council – City will advertise for an advisory position, **Councilmember Robertson** to serve as liaison if the advertisement is successful.

Group D – Major Public Facing Events (one assignment per Councilmember)

- Pumpkin Walk Liaison – **Councilmember Brown**
- Heritage Days Liaison – **Councilmember Watson**
- Safety Jamboree (combined National Night Out/Fire Open House) – **Councilmembers Cragun and Pollard**
- Syracuse America 250 special events committee – **Councilmembers Brown and Robertson**

Group E

- Mayor Pro-Tem – **Councilmember**
- Mayor Pro-Tem, Second – **Councilmember**
- Mayor Pro-Tem, Third – **Councilmember**

Section 2. Severability. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10th DAY OF FEBRUARY, 2026.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Dave Maughan, Mayor



COUNCIL AGENDA

February 10, 2026

Agenda Item #4b

Proposed changes to ordinances related to city water meter installation

Factual Summation:

- Water meters are intentionally not located in concrete for safety and serviceability. If a leak at the meter were to develop at the meter or at pipes near the meter, the leak may go undetected for long periods of time because concrete prevents water from coming to the surface and can erode the soil underneath the concrete creating a void that may collapse. Leaks at meters are frequently excavated around the outside edges of the meter box to make repairs.

Proposed Amendments:

4.15.320 Meter installation and maintenance

(Proposal to add the following paragraph)

For one-inch pipe and meter size or smaller, the water meter shall not be located in the approach of the driveway, or encased in concrete, the location of the water meter box and lid shall only be located in the park strip to allow for maintenance and replacement. If the lateral is in the driveway approach, it shall be moved and then inspected by Public Works before it can be backfilled. If a lateral is moved, the water meter setter shall be installed parallel with the curb. If a lateral is not moved, the water meter setter shall be installed perpendicular to the curb.

4.25.150 Meter

(Proposal to add the following paragraph)

For one-inch meter size, the water meter shall not be located in the approach of the driveway, or encased in concrete, the location of the water meter box and lid shall only be located in the park strip to allow for maintenance and replacement.

Action Item

- Determine whether to approve Ordinance 26-01 to amend the city code 4.15 and 4.25 to prohibit water meters located in concrete.

ORDINANCE 26-01
AN ORDINANCE AMENDING SYRACUSE MUNICIPAL CODE SECTIONS
4.15.320 AND 4.25.150 REGARDING THE PLACEMENT OF WATER METERS

WHEREAS, water meters placed in driveway approaches or encased in concrete or placed outside park strips are difficult to access and maintain; and

WHEREAS, the accessibility and maintenance of water meters is crucial to the maintenance of the City's water systems; and

WHEREAS, the City Council desires to amend SMC Sections 4.15.320 and 4.25.150 to dictate the locations of water meters;

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Syracuse Municipal Code Sections 4.15.320 and 4.25.150 are amended to read as attached hereto.

Section 2. Severability: If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. This Ordinance shall become effective ten days after adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH,
THIS 10TH DAY OF FEBRUARY, 2026.**

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:
Councilmember Brown

AYE

NAY

Councilmember Cragun _____

Councilmember Pollard _____

Councilmember Robertson _____

Councilmember Watson _____

4.15.320 Meter installation and maintenance.

(A) It shall be unlawful for any person who is not authorized by the Public Works Department to open or connect into any City water main. Any person desiring to open or connect into the City water system shall obtain the appropriate permits required herein and all work performed under such permit shall be inspected by the City. Any person connecting to the water system shall install a connection pipe of suitable quality under the street and a meter box, meter, and stopcock at a location determined by the Public Works Department. Said connection pipe, meter box, meter and stopcock are and shall remain the property of the City, which retains the sole right to maintain, repair, and service said facilities. The City shall own and maintain the shutoff valve, the water meter and its appurtenances, regardless of whether the water meter was installed at the street or inside the structure receiving service.

(B) For one-inch pipe and meter size or smaller, the water meter shall not be located in the approach of the driveway, or encased in concrete, and the location of the water meter box and lid shall only be located in the park strip to allow for maintenance and replacement. If the lateral is in the driveway approach, it shall be moved and then inspected by Public Works before it can be backfilled. If a lateral is moved, the water meter setter shall be installed parallel with the curb. If a lateral is not moved, the water meter setter shall be installed perpendicular to the curb.

4.25.150 Meter.

(A) Installation. Any person connecting to the water system shall install a connection pipe from the main and a meter box, meter, radio, stopcock, and shutoff valve with a separate box all of which are at a location determined by the Public Works Department and in compliance with current City engineering standards. The City shall own and maintain the water meter, radio, meter box, stopcock, and connection pipe between the meter and the main. The City retains the sole right to maintain, repair, and service City-owned facilities.

For one-inch meter size, the water meter shall not be located in the approach of the driveway, or encased in concrete, and the location of the water meter box and lid shall only be located in the park strip to allow for maintenance and replacement.

(B) Accuracy. Any user may submit a request for a test of his or her water meter during the irrigation season when the secondary water pipes are fully pressurized. The Water Superintendent may, if under the circumstances it is deemed advisable, order a test of the requested meter measuring the water delivered to the user. If such request to test the meter is made during the same irrigation season as the previous test, the user may be required to pay the costs of such test if the meter is found to record from 90 percent to 110 percent of accuracy under methods of testing that are satisfactory to the Water Superintendent. If a meter fails to

register at any time, the water delivered during such period shall be estimated on the basis of previous consumption. To the extent possible, the period of time used to assess previous consumption shall be a seasonally similar time period.

(C) Tampering. Meters may be checked, opened, inspected, or adjusted at the discretion of the City by City personnel. It shall be unlawful for any person other than authorized agents of the City to adjust, open, manipulate, disconnect, or tamper with a City water meter or radio in any manner. A user shall prevent any damage to the water meter used by such user and shall be responsible for the cost of repairing any damage to the water meter other than normal wear and tear.



COUNCIL AGENDA

February 10, 2026

Agenda Item #4c

Proposed changes to engineering standards related to city water meter installation

Factual Summation:

- Water meters are intentionally not located in concrete for safety and serviceability. If a leak at the meter were to develop at the meter or at pipes near the meter, the leak may go undetected for long periods of time because concrete prevents water from coming to the surface and can erode the soil underneath the concrete creating a void that may collapse. Leaks at meters are frequently excavated around the outside edges of the meter box to make repairs.

Proposed Amendments:

Engineering standards updates are proposed to culinary and secondary water meters on plan sheets 23 and 24 of the engineering development standards drawings. The update is a note that was added to each drawing supporting the proposed city code change to prohibit meters in concrete.

Action Item

- Determine whether to approve Resolution 26-06 to amend the city engineering standards and construction specifications drawings to prohibit culinary and secondary water meters located in concrete.

RESOLUTION R26-06
A RESOLUTION AMENDING ATTACHED ENGINEERING STANDARDS FOR
WATER METER LOCATION

WHEREAS, the City Council desires to ensure safe, accessible, and maintainable placement of culinary water meters, secondary water meters, and stop-and-waste valve boxes for reading, maintenance, repair, and replacement; and

WHEREAS, water leaks under concrete can be difficult to detect and, if they continue, can create voids under concrete causing potential collapses; and

WHEREAS, the City Council desires to adopt the attached amended engineering standards to address the above concerns;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. The City Council adopts the attached engineering standards.

Section 2. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity of unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10TH DAY OF FEBRUARY, 2026.

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:

AYE

NAY

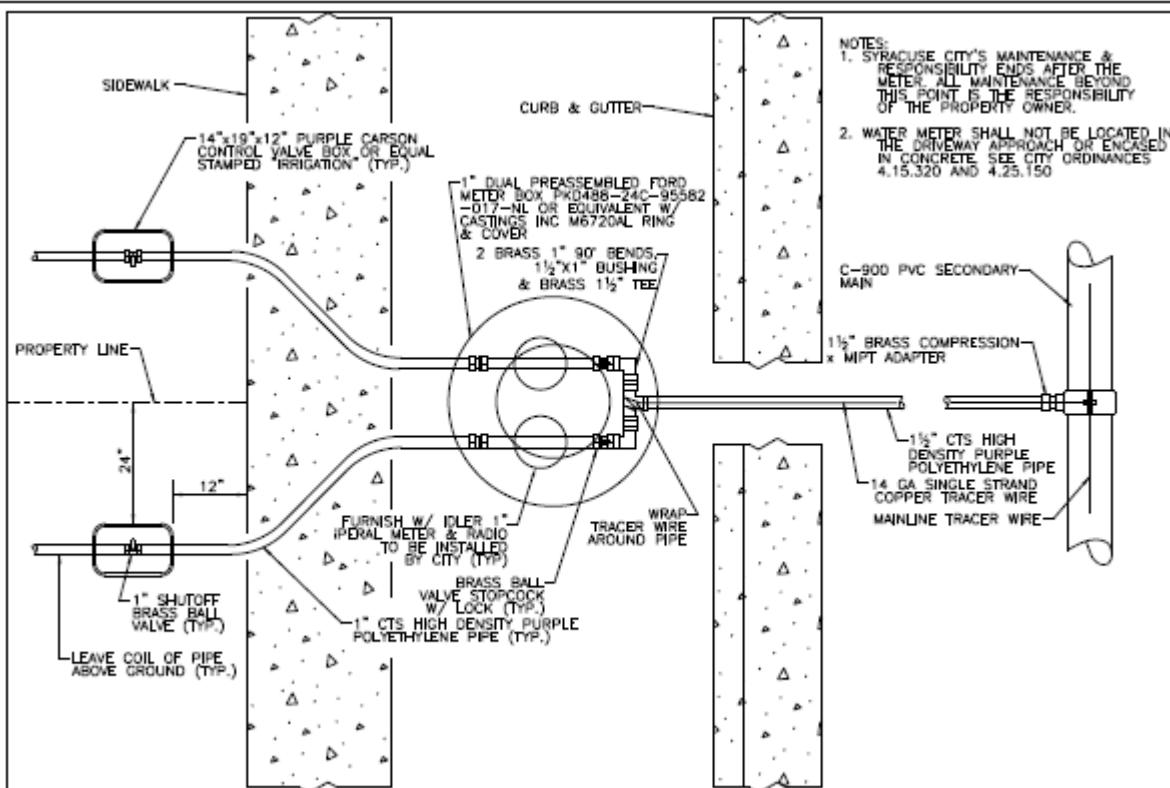
Councilmember Brown

Councilmember Cragun

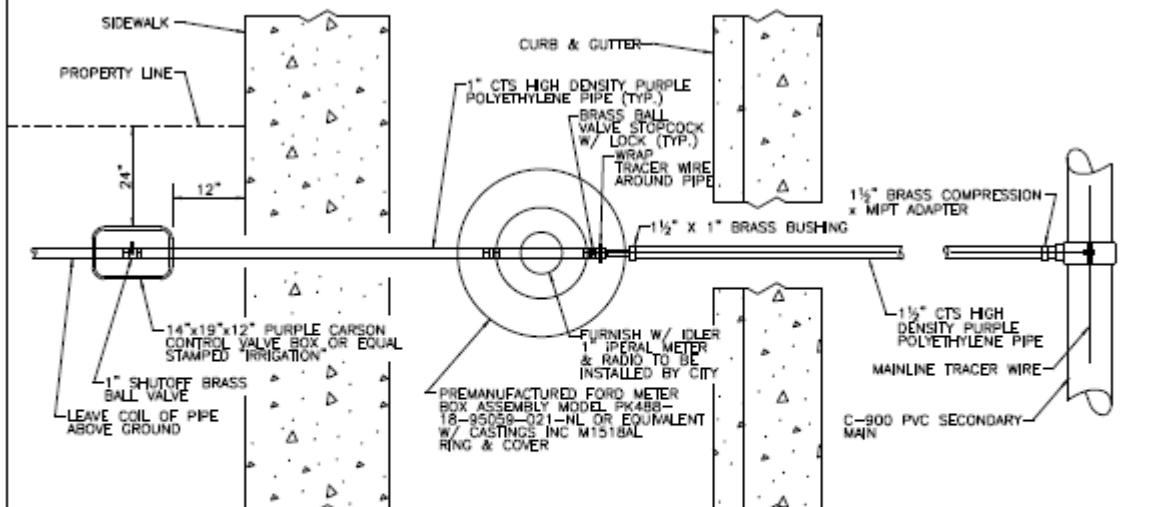
Councilmember Pollard

Councilmember Robertson

Councilmember Watson



1" DOUBLE SERVICE



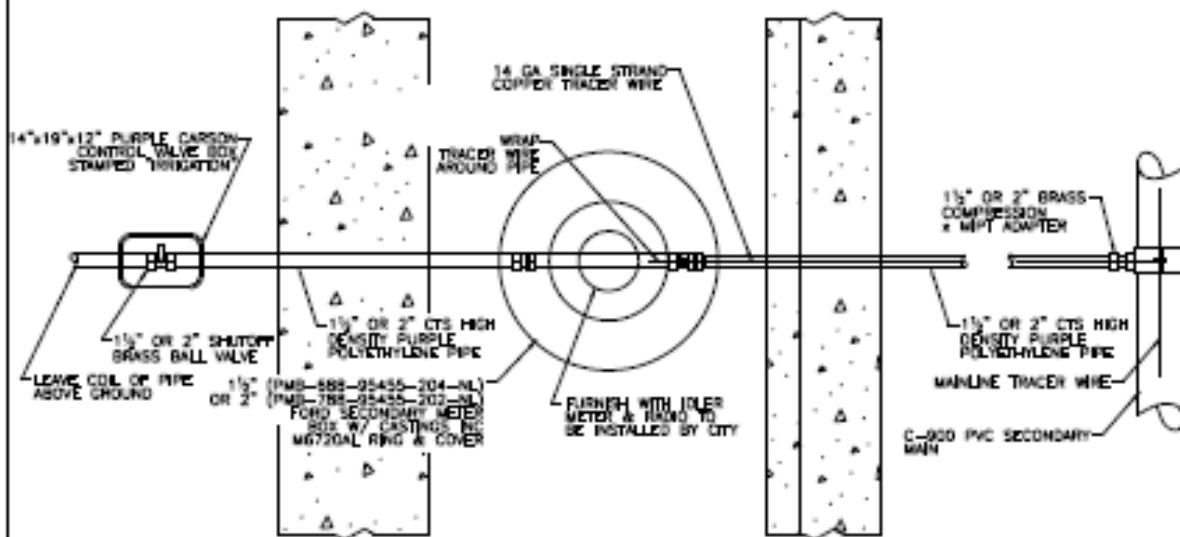
1" SINGLE SERVICE

1" PRESSURE IRRIGATION SERVICE CONNECTIONS DETAIL

1

SCALE: NOT TO SCALE

STATEMENT OF USE	CAD FILE	SYRACUSE CITY STANDARDS	DEVELOPMENT STANDARDS	SHEET
THIS DOCUMENT AND ANY ILLUSTRATIONS HEREIN ARE PROVIDED AS STANDARD CONSTRUCTION DETAILS WITHIN SYRACUSE CITY, NY. DERIVATION FROM THIS DOCUMENT REQUIRES APPROVAL OF SYRACUSE CITY. SYRACUSE CITY AND THE CITY OF SYRACUSE CAN NOT BE HELD LIABLE FOR USE OR CHANGES REGARDING THIS DOCUMENT.	DRWNS BY: [REDACTED]	DESIGN BY: [REDACTED]	SYRACUSE CITY CORPORATION	23
DATE OF ISSUE: 06/26/2008	DATE APPROVED: 06/26/2008	LAST UPDATED: 06/26/2008	TYPICAL 1" SECONDARY PRESSURE	
NO. REVISION DESCRIPTION	BY DATE	DATE ADDED	IRRIGATION SERVICE CONNECTIONS	



1½" & 2" SERVICE (NONRESIDENTIAL ONLY)

NOTES:

1. FOR METERS LARGER THAN 2-INCH,
DRAWINGS OF VALVE LOCATION
SHALL BE SUBMITTED TO
CITY FOR APPROVAL.
2. WATER METER SHALL NOT BE LOCATED IN
THE DRIVEWAY APPROACH OR ENCLOSED
IN CONCRETE. SEE CITY ORDINANCES
4.15.320 AND 4.15.370.

1 1 1/2" & 2" PRESSURE IRRIGATION SERVICE CONNECTIONS DETAIL



COUNCIL AGENDA

February 10, 2026

Agenda Item # 4d

Proposed policy related to city water meter location

Factual Summation:

- Water meters are intentionally not located in concrete for safety and serviceability. If a leak at the meter were to develop at the meter or at pipes near the meter, the leak may go undetected for long periods of time because concrete prevents water from coming to the surface and can erode the soil underneath the concrete creating a void that may collapse. Leaks at meters are frequently excavated around the outside edges of the meter box to make repairs.

Proposed policy:

A policy is created for existing situations when meters are located in concrete or have other obstructions that may limit accessibility for the city to maintain or repair the meter. The policy is included herein.

One minor adjustment was made to Section 6 Restoration on the second bullet: *“Property owners may restore or replace the area with other loose surface materials if they choose to do so as long as it is materials that are low to the ground, does not create a safety hazard, and can easily be moved.”*

Action Item

- Determine whether to approve Resolution 26-07 to approve a policy to ensure safe and accessible culinary water meters, secondary water meters, and stop-and-waste valve boxes for reading, maintenance, repair, and replacement.

RESOLUTION R26-07
A RESOLUTION ADOPTING THE ATTACHED WATER METER LOCATION POLICY

WHEREAS, the City Council desires to ensure safe, accessible, and maintainable placement of culinary water meters, secondary water meters, and stop-and-waste valve boxes for reading, maintenance, repair, and replacement; and

WHEREAS, water leaks under concrete can be difficult to detect and, if they continue, can create voids under concrete causing potential collapses; and

WHEREAS, the City Council desires to adopt the attached Water Meter Location Policy to address the above concerns;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. The City Council adopts the attached Water Meter Location Policy.

Section 2. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity of unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10TH DAY OF FEBRUARY, 2026.

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Pollard	_____	_____
Councilmember Robertson	_____	_____
Councilmember Watson	_____	_____

Water Meter Location Policy

1. Purpose

The purpose of this policy is to ensure culinary water meters, secondary water meters, and stop-and-waste valve boxes are accessible and safe for reading, maintenance, repair, and replacement. Water leaks under concrete can be difficult to detect and continued leaks can create voids under concrete causing a potential collapse.

2. Applicability

This policy applies to all existing and future culinary and secondary water meters and stop-and-waste valve boxes serving properties within the city's service area.

3. Meter Location Requirements

- Water meter boxes and lids must not be encased in concrete.
- Water meters, boxes, and lids shall be installed in a manner that allows full and unobstructed access to the meter box and associated components.
- City code and engineering standards must be followed.

4. Existing Meters Encased in Concrete

- If a water meter or stop-and-waste box is situated in concrete or surrounded by concrete, the City reserves the right to remove a section of concrete as necessary to access, service, repair, or replace the meter, meter box, or meter lid.
- The extent of concrete removal shall be at the city's discretion as to what is reasonably necessary to perform required work.

5. Existing Meters surrounded by vegetation

- If a water meter or stop-and-waste box is surrounded by bushes, trees, or dense vegetation, the City reserves the right to remove vegetation as necessary to access, service, repair, or replace the meter, meter box, or meter lid.
- The extent of vegetation removal shall be at the city's discretion as to what is reasonably necessary to perform required work.

6. Restoration

- The City shall not replace, repair, or restore any concrete or vegetation removed to access, repair, or maintain a water meter. To maintain safety, the ground surrounding the meter may be filled with loose material, such as granular fill, gravel, wood mulch, rock mulch, brick, or similar materials that can easily be removed.
- Concrete, bushes, or trees shall not be replaced surrounding the water meter. Property owners may restore or replace the area with other loose surface materials if they choose to do so as

long as it is materials that are low to the ground, does not create a safety hazard, and can easily be moved.

- All materials must allow continued safe and unobstructed access to the meter.

7. Property Owner Responsibilities

- Property owners must always maintain clear access to the water meter. This includes trimming bushes, trees, and ground vegetation if necessary. It also includes preventing it from getting buried.
- Any future improvements or landscaping must comply with this policy and must not involve placing concrete, trees, or bushes over or around the meter.

8. Enforcement

Failure to comply with this policy may result in delays in service, additional costs to the property owner, or other actions as permitted by city regulations.



COUNCIL AGENDA

February 10, 2026

Agenda Item 4e

Award Contract for SR-193 & 2500 West Intersection

Factual Summation

This project is located at the intersection of SR-193 and 2500 West Syracuse.

This project consists of installation of:

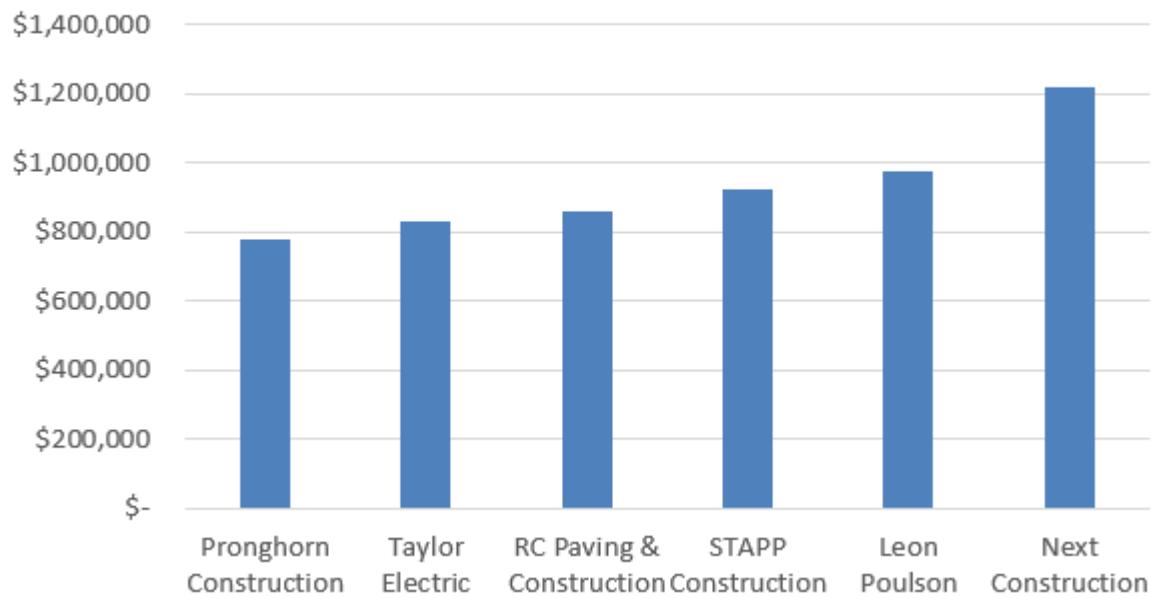
1. Installation of traffic signal conduit
2. Installation and modifications to existing irrigation line
3. Installation of approximately 4,075 SY of 10" thick concrete pavement for left and right turn pockets and a 100-foot-long stub road going south.

Schedule: The project will begin once contracts are in place and will be complete by October 2026.

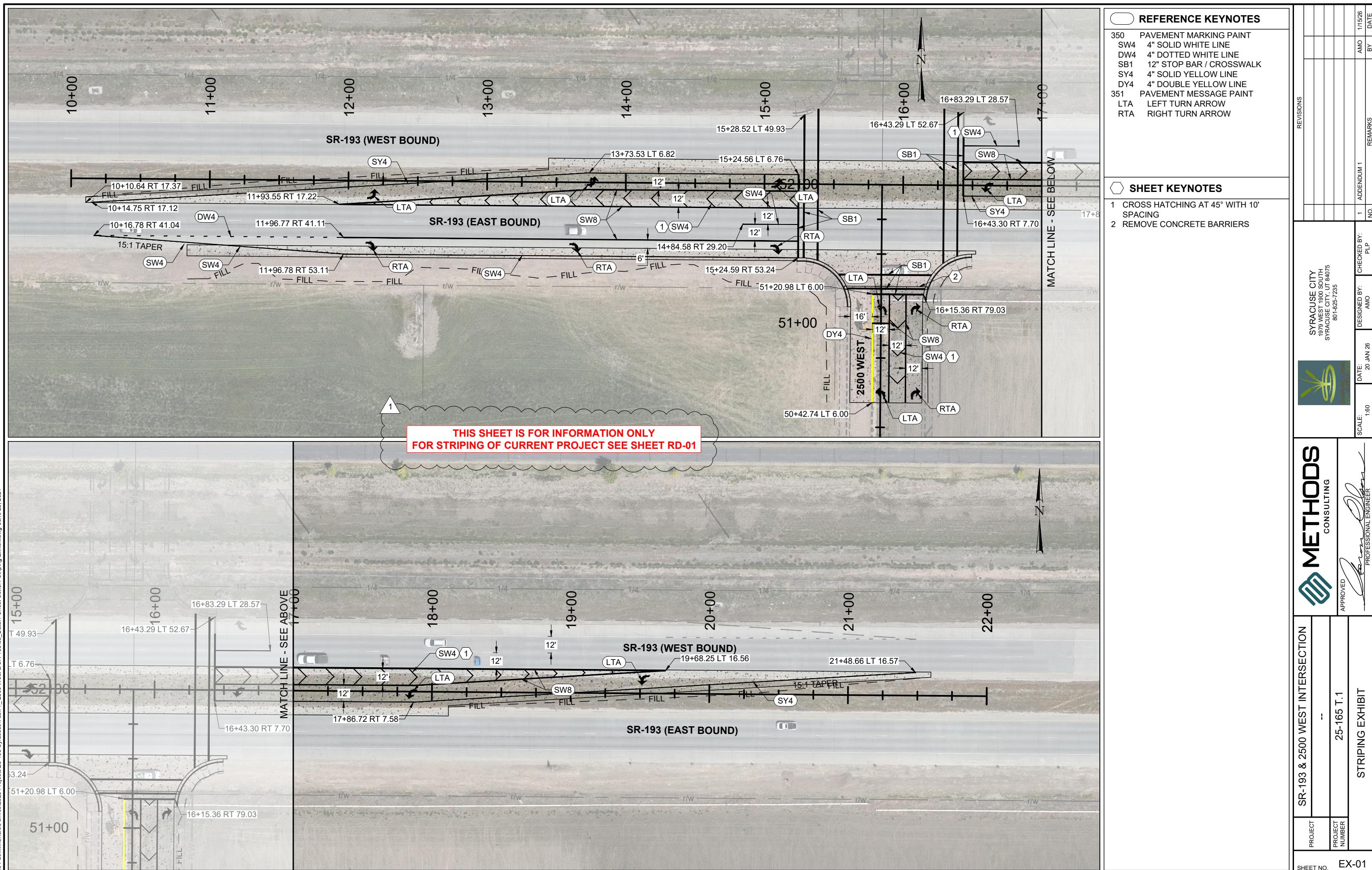
Cost: Bids were opened on January 20, 2026. There were 19 plan holders, and 6 bids were received. The low bidder is Pronghorn Construction with a total bid amount of \$778,828.00. The approved budget supports this bid amount. Grant funding from the county will cover 80% of the costs. The funding for this project is proposed as follows:

Road Impact Fee 21-40-70	
Bid	\$778,828.00
Budget	\$1,100,000.00
Difference	\$364,176.00

Bid Tab: SR-193 2500 West intersection



Action Items: Determine whether to award the construction contract to Pronghorn Construction.





COUNCIL AGENDA

February 10, 2026

Agenda Item #4f

Resolution R26-08 Selecting and Supporting the Syracuse Fire Dept as the provider of 911 Emergency Services and interfacility transport services

Purpose of Agenda Item

Questions regarding this item may be directed toward City Manager Brody Bovero or Fire Chief Aaron Byington. As discussed in the January 27, 2026 work session, this item is to vote on a resolution that selects and supports the Syracuse Fire Dept as the provider of 911 Emergency Services and interfacility transport services.

Background

Recent changes to state law require municipalities to formally select and support providers of 911 emergency medical services and interfacility transport services through a public process. In response to these requirements, the city initiated an RFP to ensure compliance with Utah Code and state EMS licensure standards and to provide transparency and due diligence in evaluating available service options.

The RFP was issued to identify any qualified EMS providers interested in serving Syracuse City. No formal proposals were received in response. As part of this process, staff reviewed service needs, regulatory requirements, and the historical performance of the Syracuse Fire Department in providing EMS services.

Attached Documents

For Council's reference, the following documents are included with this agenda item:

- A draft resolution formally selecting and supporting the Syracuse Fire Department as the City's EMS provider
- A draft Letter of Support to be submitted to the Utah Department of Public Safety, Bureau of Emergency Medical Services, as part of the Syracuse Fire Department's re-licensure process

These documents reflect the outcome of the evaluation process and are intended to satisfy statutory and licensing requirements.

Action Item

Vote on whether to adopt Resolution R26-08 Selecting and Supporting the Syracuse Fire Dept as the provider of 911 Emergency Services and interfacility transport services.

**SYRACUSE CITY
RESOLUTION NO. 25-XX-XX**

**A RESOLUTION SELECTING AND SUPPORTING THE SYRACUSE FIRE DEPARTMENT AS THE PROVIDER OF
911 EMERGENCY MEDICAL SERVICES AND INTERFACILITY TRANSPORT SERVICES IN COMPLIANCE WITH
UTAH CODE AND STATE EMS LICENSURE REQUIREMENTS**

WHEREAS, the Utah State Legislature enacted Senate Bill 215, effective May 7, 2025, requiring that municipalities formally select their provider(s) of ground ambulance, paramedic, and interfacility transport services through a public process; and

WHEREAS, Utah Code §§11-48-103 and 53-2d-501(2) mandate that a governing body must conduct a formal review of EMS providers and issue a letter of support as part of the re-licensure process administered by the Bureau of Emergency Medical Services (BEMS); and

WHEREAS, the Syracuse City Council held a duly noticed and open public meeting on January 27, 2026, in accordance with Utah Code 52-4, the Open and Public Meetings Act, to evaluate qualified EMS providers for 911 and interfacility services within the city's jurisdiction; and

WHEREAS, the Syracuse City Council has reviewed the performance of the Syracuse Fire Department based on the criteria of cost, quality, and accessibility of service and determined that the Syracuse Fire Department continues to meet or exceed the city's standards in all areas;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE, UTAH:

1. That the Syracuse City Council hereby formally selects and supports the Syracuse Fire Department to serve as the provider of 911 emergency medical services and interfacility transport services within the city's designated service area;
2. That this selection is based on evaluation of cost, quality, and access goals in accordance with Utah Code and BEMS requirements;
3. That the City hereby authorizes the issuance of a formal Letter of Support to be submitted to the Utah Department of Public Safety, Bureau of Emergency Medical Services, in conjunction with the Syracuse Fire Department's re-licensure application;
4. That this resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of Syracuse, Utah, this ____ day of _____, 2026.

David Maughan
Mayor

ATTEST:

Cassie Brown
City Recorder

Date: **[Insert Date]**

To: Bureau of Emergency Medical Services
Utah Department of Public Safety

Subject: Letter of Support for Syracuse Fire Department EMS Re-Licensure

To Whom It May Concern:

Pursuant to the requirements set forth in Utah Code 11-48-103 and 53-2d-501(2), and following the passage of S.B. 215, the Syracuse City Council held a duly noticed and open public meeting on January 27, 2026, to evaluate 911 emergency medical services and interfacility transport providers within the City of Syracuse.

Syracuse City did not receive any formal responses to its request for proposals for EMS service providers. The City Council determines that the Syracuse Fire Department continues to best meet the city's emergency medical service needs with respect to cost, quality of service, and accessibility for residents within the city's designated EMS service area.

Accordingly, the Syracuse City Council formally selects and endorses the Syracuse Fire Department as the designated provider of both 911 emergency medical services and interfacility transport services, and hereby submits this letter as required support for their re-licensure with the Utah Bureau of Emergency Medical Services.

Should you require additional documentation regarding the evaluation process or public meeting records, please contact our office directly.

Sincerely,

Mayor David Maughan
Syracuse City Council



COUNCIL AGENDA

February 10, 2026

Agenda item #4g

2500 W and SR 193 Intersection Transportation Grant Extension

Summary

The city applied for and was awarded a transportation grant from Davis County for \$2,817,918 on January 23, 2024. The money is for a new signalized intersection at 2500 W and SR 193. The original grant timeline expired on January 23, 2026. The city has requested to extend the timeline to June 30, 2028. Please find attached the 'Amendment No. 1 to Interlocal Cooperation Transportation Project Reimbursement Agreement'. This agreement needs to be approved by resolution by council and forwarded to the County Commission for approval. City Council reviewed the item during their 1/27/26 work meeting.

Attachments

Grant Extension Request Letter

Amendment Agreement

Resolution

From: [Noah Steele](#)
To: kanderson@co.davis.ut.us; Jeff Oyler; kenta@co.davis.ut.us; dmitchell@co.davis.ut.us
Cc: [Brody Bovero](#); [Robert Whiteley](#)
Subject: FW: Request to extend timeline on Third Quarter Local Option Funds
Date: Friday, December 5, 2025 12:05:00 PM

Kent/Jeff/David,

Here is our extension request letter we spoke about on the phone the other day. Thanks for your help in navigating this.

-Noah

Davis County Team,

Syracuse City was fortunate enough to have entered into a project reimbursement agreement with Davis County, authorizing the use of Third Quarter Local Option Sales Tax Transportation Funds. We thank you for supporting our project. The county approved the use of funds for the 2500 W project beginning 1/23/24 with an amount of \$2,817,918. The project completion date is set to expire 1/23/2026. The city has been working towards getting the project off the ground but unfortunately will not be able to finish by the required date. Therefore, we formally request more time to complete this valuable project. Please allow us to give a project update and explain why we are asking for an extension.

The project proposes a signalized intersection at 2500 W and SR 193, benefitting both Syracuse and West Point. The intersection would open public access to a large contiguous swath of land to the south that Syracuse City has master planned for job creation and economic development. This project unlocks one of the largest contiguous economic development areas in Davis County. The project will also improve north south circulation between points of interest such as the LDS temple, Antelope Drive, and Bluff Road.

At the time of application, Boyer was going to be the city's development partner that would lead the engineering, design, and construction of the project. Boyer was requesting to move full steam ahead with promises of a big, beautiful project. Unfortunately, for various reasons outside of the city's control, they decided to not purchase the property and abandoned the project. There were other developers who showed interest in the project, but they were unable to successfully come to a sales

agreement with the private property owners. The uncertainty of whether Boyer or another developer would lead the project delayed the project significantly.

Nevertheless, the city has been active in pushing the project along in the following ways. The city has hired Methods consulting group to complete the intersection design. The design is nearly complete, and we will send out bid documents (most likely around the first of the year). Once the city has bid responses, we will select a contractor (most likely spring of 2026). After that, construction would be mobilized (anticipated early summer 2026). Construction would be completed by early 2027. The city also has worked with UDOT to increase the amount of funds they pledged up to \$650,000. The city has completed right of way dedication from the church. Also, the city has nearly completed needed right of way dedication from the Cook family.

The city will manage construction of the intersection, turn pockets, acceleration lanes, conduit, raised center median, and stub the road approximately 100' into the properties. This initial investment would get the ball rolling by gaining public access to the properties and increase development viability. Once a developer is on board (anticipated by the beginning of 2027), they could manage construction of the signal arms, sidewalks, and extending the stub road south sufficiently for their development (anticipated to be completed by early 2028). This way, traffic on SR-193 would not be stopped at an intersection that does not serve any buildings or generate any traffic. This extra time will facilitate attracting a developer. A developer should be able to make up for the inflation cost increases that most likely will have affected the project hopefully avoiding the need to request a budget increase.

We believe that a two-year extension amending the ending date of the agreement to 1/23/28 would be enough time to complete the project. We appreciate your consideration of the details surrounding the project that led to the un-anticipated delay. Please feel free to reach out with any questions or needed additional information.

Thanks,

Noah Steele, AICP
CED Director
1979 W 1900 s
Syracuse City, 84075
(801) 614-9672
nsteele@syracuseut.gov

**AMENDMENT NO. 1 TO INTERLOCAL COOPERATION
TRANSPORTATION PROJECT REIMBURSEMENT AGREEMENT**

This Amendment No. 1 to Interlocal Cooperation Transportation Project Reimbursement Agreement (this "Amendment") is between Davis County, a body corporate and politic and a legal subdivision of the State of Utah ("County"), and Syracuse City, a municipal corporation, body politic, and political subdivision of the State of Utah ("City"). The County and the City may be referred to collectively as the "Parties" in this Amendment.

WHEREAS, the Parties previously entered into an Interlocal Cooperation Transportation Project Reimbursement Agreement, dated January 23, 2024, by the County, and identified in the County's records as Resolution #2/2024 (the "Agreement").

WHEREAS, the Parties, through this Amendment, desire to amend the Agreement as set forth below.

The Parties therefore agree as follows:

1. Section 3 of the Agreement is omitted and replaced with the following:
 3. **The County's Duties, Obligations, Responsibilities, or Otherwise.** The County shall reimburse the City in an amount up to 80% of the total permitted or authorized costs or expenses of the Project, not to exceed \$2,817,918.00, only upon all of the following being timely and completely satisfied by the City:
 - 3.1. The City commences and completes the full scope of the Project in a manner consistent with the Application on or before June 30, 2028;
 - 3.2. The City notifies the County of its timely completion of the Project and provides the County with a detailed breakdown of all expenses, costs, or other approved match payments paid by the City in connection with the Project.
2. The effective date of this Amendment will be the date that this Amendment is signed by both Parties.
3. Except to the extent specifically modified by this Amendment, the terms and conditions of the Agreement shall remain in full force and effect.
4. This Amendment may be executed in counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same contract. Digital signatures and signatures transmitted by facsimile and/or e-mail shall have the same force and effect as original signatures.

[Signature Page Follows]

The Parties hereto have caused this Amendment to be signed by their duly authorized representatives on the dates indicated below.

DAVIS COUNTY	SYRACUSE CITY
By: _____ John Crofts, Chair Board of Davis County Commissioners Date: _____	By: _____ Printed Name: _____ Title: _____ Date: _____
ATTEST: _____ Brian McKenzie Davis County Clerk Date: _____	ATTEST: _____ Printed Name: _____ Title: _____ Date: _____
Reviewed as to Proper Form and Compliance with Applicable Law: _____ Authorized Attorney for Davis County	Reviewed as to Proper Form and Compliance with Applicable Law: _____ Authorized Attorney for Syracuse City

RESOLUTION R26-09
A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE INTERLOCAL COOPERATION
TRANSPORTATION PROJECT REIMBURSEMENT AGREEMENT
DATED JANUARY 23, 2024

WHEREAS, the City and Davis County entered an Interlocal Cooperation Transportation Project Reimbursement Agreement dated January 23, 2024 ("the Agreement"); and

WHEREAS, in the Agreement, the City agreed to construct, and Davis County agreed to reimburse the City up to \$2,817,918 for authorized costs and expenses associated with, a new signalized intersection at 2500 West and SR-193; and

WHEREAS, the Agreement expired on January 23, 2026; and

WHEREAS, the signalized intersection has not yet been constructed; and

WHEREAS, the City and Davis County mutually desire to extend the Agreement through June 30, 2028;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. The City Council approves Amendment No. 1 to the Interlocal Cooperation Transportation Project Reimbursement Agreement dated January 23, 2024.

Section 2. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10TH DAY OF FEBRUARY, 2026.

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Pollard	_____	_____
Councilmember Robertson	_____	_____
Councilmember Watson	_____	_____

RESOLUTION R26-09
A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE INTERLOCAL COOPERATION
TRANSPORTATION PROJECT REIMBURSEMENT AGREEMENT
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Section 2. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

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PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10TH DAY OF FEBRUARY, 2026.

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Pollard	_____	_____
Councilmember Robertson	_____	_____
Councilmember Watson	_____	_____



COUNCIL AGENDA

February 10, 2026

Agenda Item #4h

Branding Guidelines

Factual Summation

- A style guide has been created to enhance consistency in public-facing materials produced by Syracuse City employees. The style guide outlines color combinations, font options, and template usage to support a cohesive and recognizable visual identity across official City communications.

Discussion Goals/Actions

- Determine whether to approve Resolution R26-10 approving branding guidelines.

RESOLUTION R26-10
A RESOLUTION ADOPTING THE
SYRACUSE STYLE GUIDE / BRAND AND IDENTITY GUIDELINES

WHEREAS, the City has created the attached Style Guide to cultivate and enhance consistency in public-facing materials produced by City employees; and

WHEREAS, the Style Guide outlines color combinations, font options and template usage to support a cohesive and recognizable visual identity across official City communications; and

WHEREAS, the City desires to maintain consistent and recognizable logos, marks, patches, badges and signage;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. The City Council adopts the attached Syracuse Style Guide / Brand and Identity Guidelines.

Section 2. The City Manager, Assistant City Manager or Public Information Specialist may authorize minor deviations from the Guidelines that do not detract from the overall style fostered by the Guidelines.

Section 3. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 4. This Resolution shall become effective upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 10TH DAY OF FEBRUARY, 2026.

CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

Voting by the Council:

AYE

NAY

Councilmember Brown

Councilmember Cragun

Councilmember Pollard

Councilmember Robertson

Councilmember Watson



STYLE GUIDE

Brand & Identity Guidelines

1

INTRODUCTION

USING THE STYLE GUIDE

Syracuse City has established this style guide to provide stakeholders with the established logos, colors, and standards for creating assets associated with the City. Efforts to maintain a consistent and recognizable look are valued, and representatives should become familiar with each section of the style guide before creating materials.

City logos should only be used with permission from a Syracuse City representative, specifically for external materials. The logos are not to be altered, copied, resold, or placed on any printed materials or merchandise without permission. All uses of the logos must be related to positively furthering the mission of Syracuse City and must not infringe on intellectual property.

The Syracuse City brand is more than just the logo; it is the unique and recognizable perception and associations residents have with the City. It allows Syracuse City to stand out from other communities and can inspire trust and confidence. The brand can be seen in everything: signage, emails, social media, newsletters, phone conversations, and services provided. The Syracuse City brand is the sum of every interaction someone has with our organization, which is why it's about consistency and credibility.

As Captain Barbosa stated, "The code is more what you'd call 'guidelines' than actual rules." The style guide is composed of 'guidelines' to provide stakeholders with a map when creating materials. A QR code and short link are available below to all the branding materials referenced within. When in doubt of the guidelines, please reach out. Thank you for helping Syracuse City maintain a publicly recognizable image.

COMMUNICATIONS CONTACTS

Brody Bovero, City Manager
bbovero@syracuseut.gov

Kara Finley, Public Information Specialist
kfinley@syracuseut.gov



2

BRAND IDENTITY

ABOUT

Syracuse City is a vibrant Utah community with a high quality of life and a safe, family-oriented environment. Syracuse is located just north of Salt Lake City, nestled between the Wasatch Mountains and the Great Salt Lake. Syracuse is known as the "Gateway to Antelope Island." With a diverse economy, a beautiful natural setting, and warm, friendly people, Syracuse City offers a perfect place to call home, to visit for recreation, to meet new friends, or to conduct business.

Syracuse City's distinct charm has attracted many new residents, sparking rapid development in the area. Committed to embracing this growth while preserving the unique qualities that define our community, City leaders are focused on responsible and intentional expansion. This strategy ensures a balance between development and sustainability, aiming to uphold the community's legacy for current and future residents. Together, Syracuse City continues to build a welcoming and enduring home for its residents.

MISSION

The City of Syracuse aims to provide quality, affordable services for its citizens while promoting community pride, fostering economic development, and preparing for the future.

TAGLINE

The Gateway to Antelope Island

VOICE

Our voice is a reflection of the services the City provides, and we seek to inform and educate with clear and concise content that is easy to understand. We establish trust by providing information that is reliable and accessible.

MEDIA INTERACTIONS

Syracuse City is committed to using its voice for open and transparent communication with the public, including through interactions with the media. When responding to media inquiries, the City aims to provide accurate, relevant, and timely information that helps residents understand City services, decisions, and events.

When a reporter calls:

- Get the name of the media organization and the reporter.
- If they report for a radio or television station, ask if the interview is intended to be live or taped and where they want it to take place.
- Ask: "What story are you working on?"
- Ask: "What is your deadline?"
- Unless you are the designated representative of Syracuse City, thank the reporter for calling and let them know you will pass the information on to the appropriate individual.

Before an interview:

- If unfamiliar with the media outlet, research what they typically post.
- Ask the reporter if they are willing to provide the questions in advance. If not, consider the likely questions and tailor your responses.
- Prepare key message points you want to deliver.
- Set a goal for the interview.

During the interview:

- Speak clearly and slowly enough so your comments can be recorded accurately.
- Avoid legal jargon and bureaucratic phrases.
- Include "headlines" and "sound bites" in your responses that you back up with facts.
- Keep answers brief and to the point.
- Wait for the reporter to finish asking the question before starting to answer, especially for broadcast interviews.
- Allow the question to be a bridge to the message you want to get across.
- Offer solutions when asked about a problem.
- Correct false charges or incorrect facts stated by a reporter during an interview, but don't repeat false charges.
- Avoid using a reporter's negative statements. Keep statements positive.
- Don't be forced into yes or no answers.
- Acknowledge when you don't immediately know the answer and let them know you can find the information after the interview if it is available.
- Always maintain your composure.
- Never lie.
- Consider recording the interview so you have your own record of the full interview.

For telephone interviews:

- Eliminate distractions. Clear your desk and close your door.
- Keep the message points in front of you and keep reference materials handy.
- Paint pictures with your words, especially for radio interviews.

For television interviews:

- Avoid wearing busy patterns.
- Avoid wearing noisy, distracting jewelry.
- Sit up straight and slightly forward.
- If seated, unbutton suit jackets and sit on the tail to avoid jacket crawl.
- Remember that microphones are sensitive, and there is no need to shout.
- Feel free to gesture, but be aware of how the camera is framing your body.
- Talk to the reporter, not the camera, unless directed to do so.
- Assume the camera and microphone is always on and you are always being recorded, even if someone else is talking or the interview is over.

DESIGN VALUES

Design values serve as an outline for a project's design. Key questions to consider:

- What is the intent of the document?
- Will users understand its intent or take the intended action?
- Is this the correct approach for the project?

GUIDELINES TO FOLLOW

Simple

- Simple visuals are easier to consume, process, and remember.
- Everything should be visually clear.

Accessible

- Always design within the context of your audience.
- All public facing documents are must meet accessibility standards starting in 2027.

Consistent

- Consistent visual languages build familiarity and trust.
- Visual repetition lowers the barrier to entry for communicating information.

Contrasted

- Create a clear hierarchy of information using strong contrast. Use appropriate headings, shapes, and colors depending on the importance.

3

TYPOGRAPHY

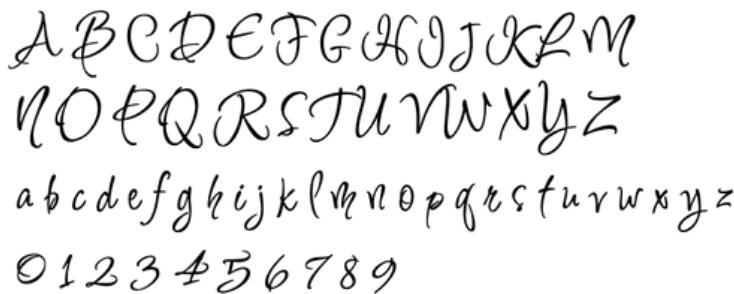
TYPEFACE

It is probable that the typeface in the logo's wordmark is original, as each letter is individually different, and no known standard font has been found to match. Therefore, adapting the type should be used sparingly, and complementary fonts should be used.

INSPIRATION

Designer: Robert E. Leuschke

The Inspiration font, used for the logo tagline "The Gateway to Antelope Island," can be described as fun and with a less-than-serious bounce.



A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z
0 1 2 3 4 5 6 7 8 9

BODONI EGYPTIAN PRO

Designer: Nick Shinn

The Bodoni Egyptian Pro Extra Bold Italic font, used for a cleaner revised logo tagline "The Gateway to Antelope Island," is a slab serif font based on the classic Bodoni typeface, but features a monoline design where all strokes are of equal thickness, giving it a modern look with a legible flow.



A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z
0 1 2 3 4 5 6 7 8 9

COMPLEMENTARY FONTS

For readability, consider pairing the logo with easily legible fonts. Primary complementary fonts could include:

- Adrianna
- Arial
- Acumin
- Aldine 721
- Aptos
- Avenir
- Bebas Kai
- Calibri
- Candara
- Century Gothic
- Core Serif
- Futura
- Garamond
- Gill Sans
- Lato
- Montserrat
- Myriad
- Proxima Nova
- Raleway
- Ratio
- Times New Roman
- Veranda

4

LOGOS & MARKS

CITY STANDARD LOGOS

The logo is for official City use only on documents, materials, and products where the City is an official sponsor or participant. The vertical logo should be most commonly used version and the horizontal logo should be used when there is insufficient space or it is necessary to balance a design. The tagline should only be used when sized to be easily read.

The standard logo is a full-color combination mark composed of the logomark and the logotype. Black and inverse color options are available. The individual parts of the logo can be strategically dismantled and maintain the desired brand look, but the combination tends to establish a stronger brand identity.

VERTICAL



HORIZONTAL



HORIZONTAL WITH TAGLINE



DEPARTMENT LOGOS

Each Syracuse City department will have a set of the standard logos they can use for department-specific communications and activities promotions. Specific departments may also have standalone department logos to best represent their operations and service area.





EVENT LOGOS

HERITAGE DAYS



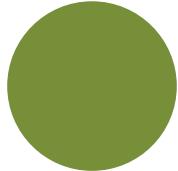
SCARYCUSE DAYS & PUMPKIN WALK



COLOR PALETTE

PRIMARY COLORS

The primary colors are pulled directly from the standard full-color logo. These are the city's identifying colors, with dark moderate green being the most recognizable and used.

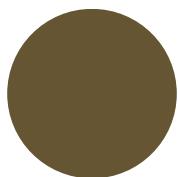


Dark Moderate Green

This is the darkest shade of the gradient green used on the logo and lettering.

Hex #788F3A | RGB: 120, 143, 58

CMYK: 16, 0, 59, 44 | Websafe: 669933



Brown

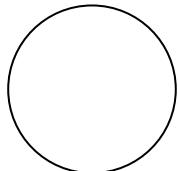
This is the brown used on the wordmark.

Hex #665533 | RGB: 102, 85, 51

CMYK: 0, 17, 50, 60 | Websafe: 666633

SECONDARY COLORS

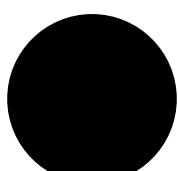
The secondary colors are to be used for the logo when high contrast is needed or when full color is not an option.



White

Hex #FFFFFF | RGB: 255, 255, 255

CMYK: 0, 0, 0, 0



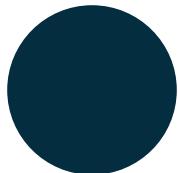
Black

Hex #000000 | RGB: 0, 0, 0

CMYK: 0, 0, 0, 100

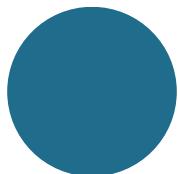
TERTIARY COLORS

The tertiary colors complement the primary and secondary colors, not replace them. They cannot be used as logo substitution colors, but they should help create a cohesive color scheme when making assets.



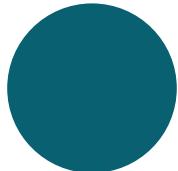
Very Dark Blue

Hex #042D3F | RGB: 4, 45, 63
CMYK: 94, 29, 0, 75 | Websafe: 003333



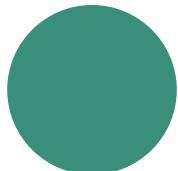
Dark Blue (Triad)

Hex #206C8D | RGB: 32, 108, 141
CMYK: 77, 23, 0, 45 | Websafe: 336699



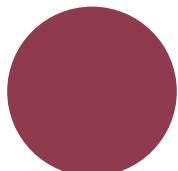
Dark Cyan

Hex #096070 | RGB: 9, 96, 112
CMYK: 92, 14, 0, 56 | Websafe: 006666



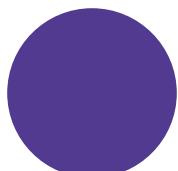
Dark Moderate Cyan (Tetrad)

Hex #3A8F7B | RGB: 58, 143, 123
CMYK: 59, 0, 14, 44 | Websafe: 339966



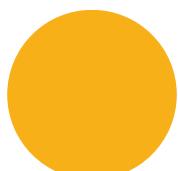
Dark Moderate Red (Tetrad)

Hex #8F3A4E | RGB: 143, 58, 78
CMYK: 0, 59, 45, 44 | Websafe: 993366



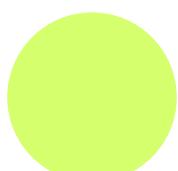
Dark Moderate Violet (Tetrad)

Hex #513A8F | RGB: 81, 58, 143
CMYK: 43, 59, 0 44 | Websafe: 663399



Vivid Orange

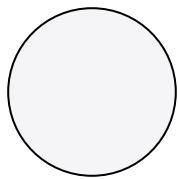
Hex #F7B018 | RGB: 247, 176, 24
CMYK: 0, 29, 90, 3 | Websafe: ff9900



Very Light Green

This is the lightest green in the logo gradient.

Hex #D6FF6D | RGB: 214, 255, 109
CMYK: 16, 0, 57, 0 | Websafe: CCFF66

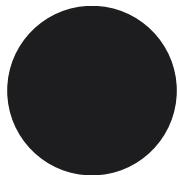


Light Grayish Blue

For background color use when white would be too stark.

Hex #F5F5F7 | RGB: 245, 245, 247

CMYK: 1, 1, 0, 3 | Websafe: FFFFFF



Mostly Black

For background color use when black would be too stark.

Hex #1D1D1F | RGB: 29, 29, 31

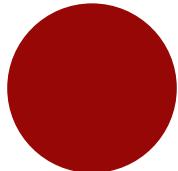
CMYK: 6, 6, 0, 88 | Websafe: 333333

SYRACUSE FIRE DEPARTMENT LOGO

The Fire Department logo is a full-color combination mark.



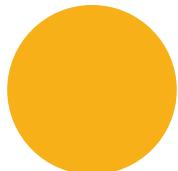
The Fire Department can use the City's identifying colors along with the following additional colors.



Dark Red

Hex #970706 | RGB: 151, 7, 6

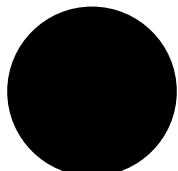
CMYK: 0, 95. 96, 41 | Websafe: 990000



Vivid Orange

Hex #F7B018 | RGB: 247, 176, 24

CMYK: 0, 29, 90, 3 | Websafe: ff9900



Black

Hex #000000 | RGB: 0, 0, 0

CMYK: 0, 0, 0, 100



Light Grayish

Hex #F7F4F2 | RGB: 247, 244, 242

CMYK: 0, 1, 2, 3 | Websafe: FFFFFF

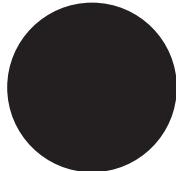
SYRACUSE POLICE DEPARTMENT LOGOS

The Police Department has both a badge and a patch that are full-color combination marks that cannot be disassembled.



The Police Department can use the City's identifying colors along with the following additional colors.

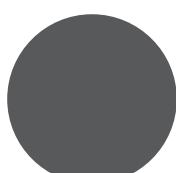
BADGE COLORS



Black (Text; Font: Times New Roman Bold)

Hex #231F20 | RGB: 35, 31, 32

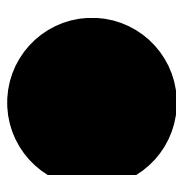
CMYK: 0, 11, 9, 86 | Websafe: 333333



Darker Grey (Shapes Outline)

Hex #58595B | RGB: 88, 89, 91

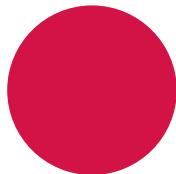
CMYK: 3, 2, 0, 64 | Websafe: 666666



Dark Grey (Dark Mountain)

Hex #808184 | RGB: 128, 129, 132

CMYK: 3, 2, 0, 48 | Websafe: 999999



Red (Flag)

Hex #D31245 | RGB: 211, 18, 69

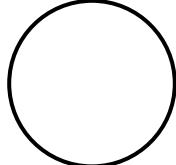
CMYK: 0, 91, 67, 17 | Websafe: CC0033



Tan (Flag Stars)

Hex #BCA785 | RGB: 188, 167, 133

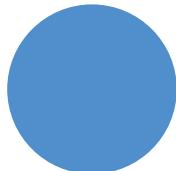
CMYK: 27, 31, 51, 0 | Websafe: CC9999



White (Flag Stripes, Waves, and Snow Peaks)

Hex #FFFFFF | RGB: 255, 255, 255

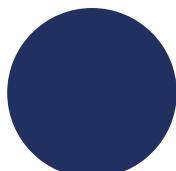
CMYK: 0, 0, 0, 0



Lighter Blue (State Seal Background)

Hex #508FCC | RGB: 80, 143, 204

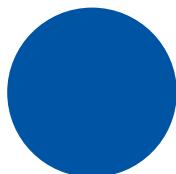
CMYK: 69, 35, 0, 0 | Websafe: 6699CC



Blue Purple (Water)

Hex #203061 | RGB: 32, 48, 97

CMYK: 100, 91, 33, 23 | Websafe: 333366

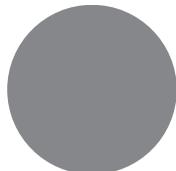


Mid-Blue (Water)

Hex #0054A4 | RGB: 0, 84, 164

CMYK: 100, 73, 0, 2 | Websafe: 006699

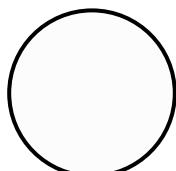
Silver Gradient (Even Distribution: Darker Grey, White, Mid Grey, Light Grey, Darker Grey)



Darker Grey (Outside Edges)

Hex #85878A | RGB: 133, 135, 138

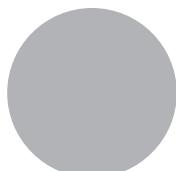
CMYK: 51, 41, 39, 5 | Websafe: 999999



Mostly White

Hex #FCFCFC | RGB: 252, 252, 252

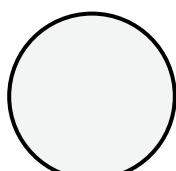
CMYK: 0, 0, 0, 1 | Websafe: FFFFFF



Mid Grey

Hex #B1B3B6 | RGB: 177, 179, 182

CMYK: 31, 24, 23, 0 | Websafe: 99CCCC

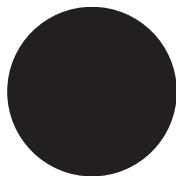


Light Grey

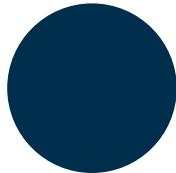
Hex #F3F4F4 | RGB: 243, 244, 244

CMYK: 3, 2, 2, 0 | Websafe: FFFFFFFF

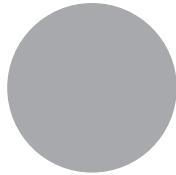
PATCH COLORS



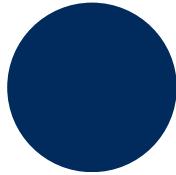
Outer Dark Black (Outer Border)
Hex #231F20 | RGB: 35, 31, 32
CMYK: 0, 11, 9, 86 | Websafe: 333333



Outer Dark Blue (Outer Border)
Hex #002F4D | RGB: 0, 47, 77
CMYK: 100, 39, 0, 70 | Websafe: 003366



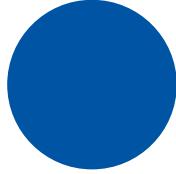
Darker Grey (Inner Border, Back Mountain, Top Road, Back Beach)
Hex #A7A9AC | RGB: 167, 169, 172
CMYK: 0, 0, 0, 40 | Websafe: 999999



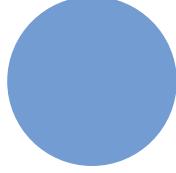
Darker Blue (Background)
Hex #002B5C | RGB: 0, 43, 92
CMYK: 100, 64, 0, 60 | Websafe: 003366



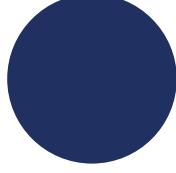
Lighter Grey (Front Mountain, Front Beach)
Hex #D1D3D4 | RGB: 209, 211, 2112
CMYK: 0, 0, 0, 20 | Websafe: CCCCCC



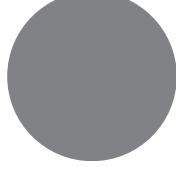
Mid-Blue (Water)
Hex #0054A4 | RGB: 0, 84, 164
CMYK: 100, 73, 0, 2 | Websafe: 006699



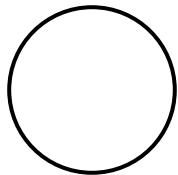
Lighter Blue (Water)
Hex #739DD2 | RGB: 115, 157, 210
CMYK: 55, 30, 0, 0 | Websafe: 6699CC



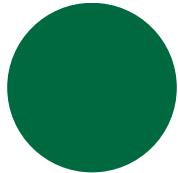
Blue Purple (Water)
Hex #203061 | RGB: 32, 48, 97
CMYK: 100, 91, 33, 23 | Websafe: 333366



Dark Grey (Bottom Road)
Hex #808285 | RGB: 128, 130, 133
CMYK: 0, 0, 0, 60 | Websafe: 999999



White (Snow Peaks and Text - Font: Times New Roman Bold)
Hex #FFFFFF | RGB: 255, 255, 255
CMYK: 0, 0, 0, 0



Green (Beach Grass)
Hex #006940 | RGB: 0, 105, 64
CMYK: 100, 0, 83, 47 | Websafe: 006633

USAGE

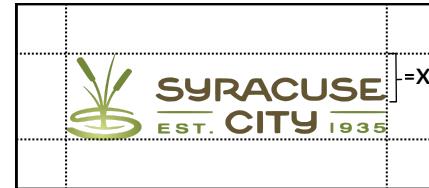
Logos are generally the most recognizable brand assets for Syracuse City. Following these simple recommendations will help keep the Syracuse City logo looking its best and maintain recognizability. Please never alter logos in shape, proportion, or color contrary to this guide.

CLEAR-SPACE REQUIREMENTS

The minimum clear space around the logo equals the “X” as shown. To create the greatest impact, allow even more space around the logo. Please don't allow typography or other potentially interfering graphic elements to enter the minimum clear space area. Give the logo enough space to be noticeable and prominent.

SIZE

The minimum logo size should be used only when layout space is extremely limited. Use the logo at a larger size whenever possible. The minimum size for the vertical logo is 1 inch by 1.5 inches and 0.5 inches by 1.7 inches for the horizontal logo.



CONTRAST AND COMPLIMENT

Whenever possible, use the highest possible contrast combination of logo and background. Whenever possible, don't place the logo on a cluttered or patterned background; instead, allow the logo to stand out. Consider the colors you are placing the logo on and by, and use complimentary colors or a complimentary font.



ROTATION

Do not spin or rotate the logo or place it at odd angles.



DISTORTION

Do not stretch or squeeze the logo out of proportion. Do not alter the logo, and use the complete electronic artwork provided. Do not change the font or alter the spacing between letters. Do not use logo artwork that has been rendered to look three-dimensional. Do not add special effects to the logo, such as embossing, shadows, or reflections.

ADDITIONAL BRANDS

Other brands adjacent to Syracuse City are to keep their respective color palettes, but may utilize the City color palette for joint promotions through the City.



MISS SYRACUSE
Pageant

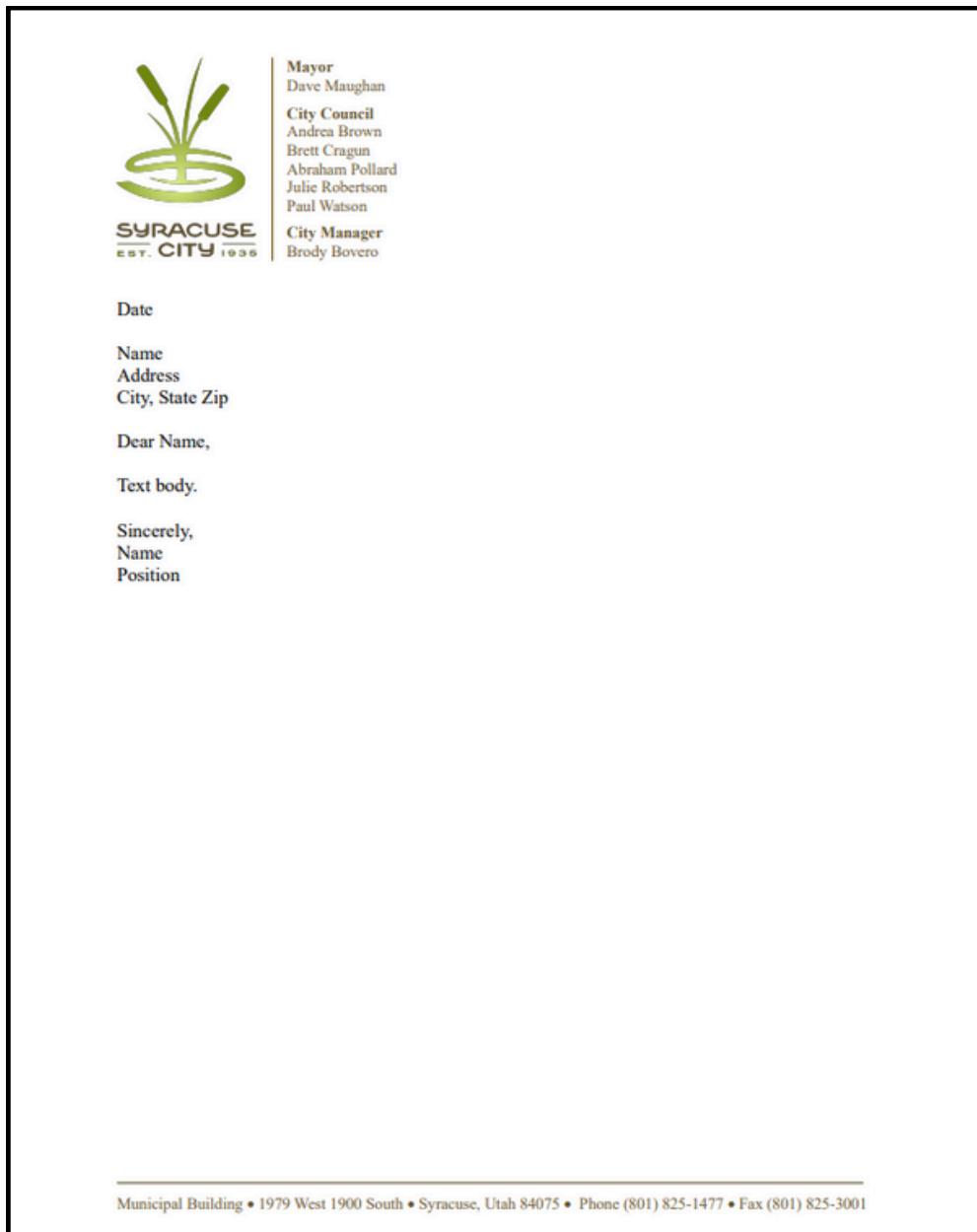


5

BRAND IMPLEMENTATION

LETTERHEAD

Official correspondence should be sent on City letterhead and signed by a designated City employee.



BUSINESS CARDS

When representing the City, employees may use business cards customized using the official template.

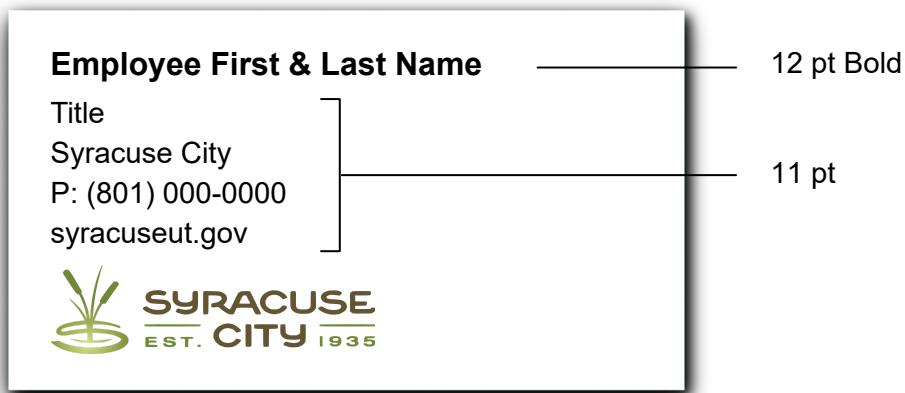


EMAIL SIGNATURES

Email is a highly utilized form of communication in the City. However, it is important to remember that the tone and format of the email represent the City as an organization, and must always be professional.

A consistent email signature adds a professional touch and an immediate connection to the City brand. All City employees should use the email signature block provided below, in a standard system font. Department logos may be used in place of the standard City logo. Employees may also add cell phone numbers when appropriate.

Please note: graphics in place of text should not be used for the email signature, as they may not meet accessibility standards. However, it is permissible to add certain standardized language, such as legal disclosure policies, based on individual department requirements.



PRESENTATIONS

A standard PowerPoint template can be accessed using the QR code or short link provided in the Introduction section. The template includes customization instructions and introductory slides about Syracuse City covering location, demographics, and community features. The PowerPoint will need to be adapted for individual use.



CITY-OWNED VEHICLES

City-owned vehicles should have the Syracuse City logo present in an identifiable place. Where possible, the standard full-color City logo, horizontal or vertical, without the tagline, should be used, with the minimum shorter side of the logo measuring at least eight inches. At a minimum, it should be placed on both the driver and passenger doors, toward the front of the vehicle. Vehicles that will be owned for a shorter period may use alternative branding methods, such as magnetic signs.

The Fire Department and Police Department will have branding appropriate to the vehicle's use, and for more prominent identification.



SIGNAGE

New wayfinding signage should conform to the Wayfinding Signage Program established through the Community and Economic Development Department. Departments should consult with the Community and Economic Development Department before initiating any project involving signage to ensure compliance.



HOLIDAY SIGN TEMPLATES

Templates are available for use when offices are closed on approved holidays. The templates can be accessed using the QR code or short link provided in the Introduction section.

PROMOTIONAL ITEMS

Promotional items, such as water bottles, stress balls, and banners, that display City logos should follow all branding requirements set forth in this guide. Department branded items should follow the same format for the overall City branded specifications.





COUNCIL AGENDA

February 10, 2026

Proposed Rezone A1 & R2 to LC 2300 W. 1700 S.

Agenda item #4i

Summary

The city has received a rezone application from Leisure Villas for approximately 4.27 acres located approximately 2300 W. 1700 S. The request includes seven parcels. The applicant provided the following reasons for the requested change: "Rezoning from residential to light commercial to meet the general plan."

Context

The property is located south of Walmart. The north edge of the property has frontage and access on Antelope Drive which is State Route 127. In 2021, UDOT demolished six homes that were present on the property to make room for the widening of Antelope Drive. The applicant purchased the property at surplus auction from UDOT after completion of the highway widening. The south, east, and west edges of the property are bordered by single family homes.

Zoning

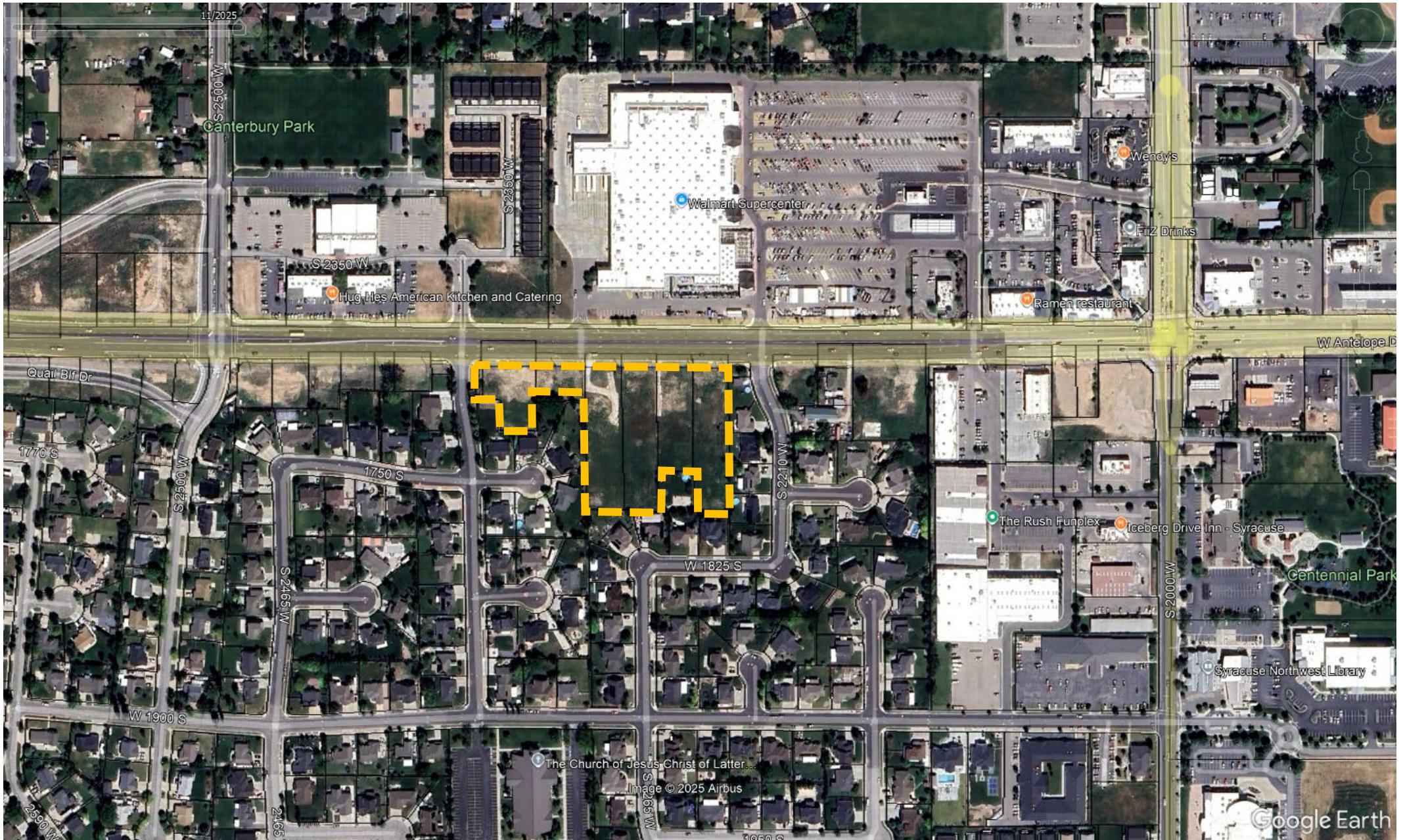
The current zoning on the parcel is A-1 and R-2. Zoning to the east, south, and west is R-2. Zoning to the north is GC. The requested zoning is LC. The property is also within the Town Center Overlay zone. The LC zone permits a variety of commercial uses including banks, fast food, restaurants, medical office, and retail sales. The maximum building height allowed in the LC zone is 25 feet. The Town Center Overlay zone prohibits auto repair, auto body, auto maintenance, auto detailing, car washes, and car dealerships. The LC zone does not list gas stations as permitted.

General Plan

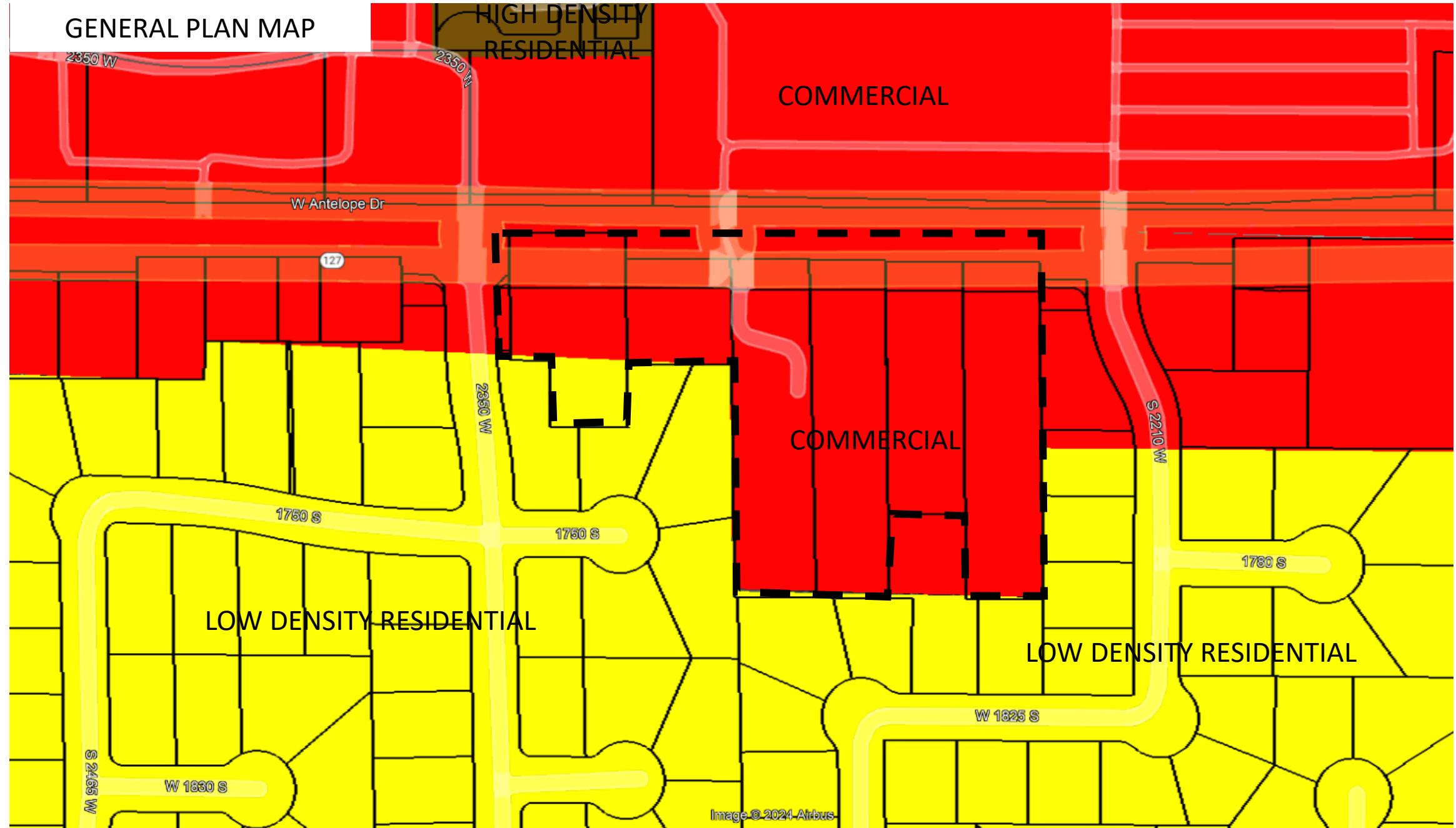
The property is general planned for 'Commercial'. The LC zone is a permitted zone within the Commercial general plan designation and is therefore consistent with the General Plan. General Plan to the north of the property is Commercial and to the south is Low Density Residential.

Process

As explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and general plan map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve with modifications, or deny the request. The City Council will then review the recommendation and make a decision. During the public meeting, the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection. The Planning Commission held a public hearing and discussed the item on 12/02/25. They are forwarding a recommendation for approval. City Council reviewed the item during their work session on 1/27/26.



GENERAL PLAN MAP



ORDINANCE NO. 26-02

AN ORDINANCE AMENDING THE SYRACUSE CITY ZONING MAP FOR APPROXIMATELY 4.27 ACRES OF REAL PROPERTY LOCATED AT APPROXIMATELY 2300 W. 1700 S. FROM A-1 AND R-2 TO LC

WHEREAS, the City Council is authorized by state law and city ordinance to amend zoning designations within the City when it considers such amendments appropriate; and

WHEREAS, the City received an application for an amendment to the zoning map from Leisure Villas, proposing that property located at approximately 2300 W. 1700 S. be changed from A-1 and R-2 to LC; and

WHEREAS, the Planning Commission reviewed the application for the proposed amendment and conducted a properly noticed public hearing on Dec. 2, 2025; and

WHEREAS, the Planning Commission forwarded a recommendation to the City Council to approve the proposed zoning map amendment; and

WHEREAS, the City Council, having reviewed the Planning Commission's recommendation and the proposed zoning map amendment, found it in the best interest of the City to approve the requested zoning;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. The zoning map of Syracuse City is hereby amended, changing the zoning for property located at approximately 2300 W. 1700 S. from A-1 and R-2 to LC, as more particularly depicted in Exhibit A.

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall become effective ten days after adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS
10TH DAY OF FEBRUARY, 2026.**

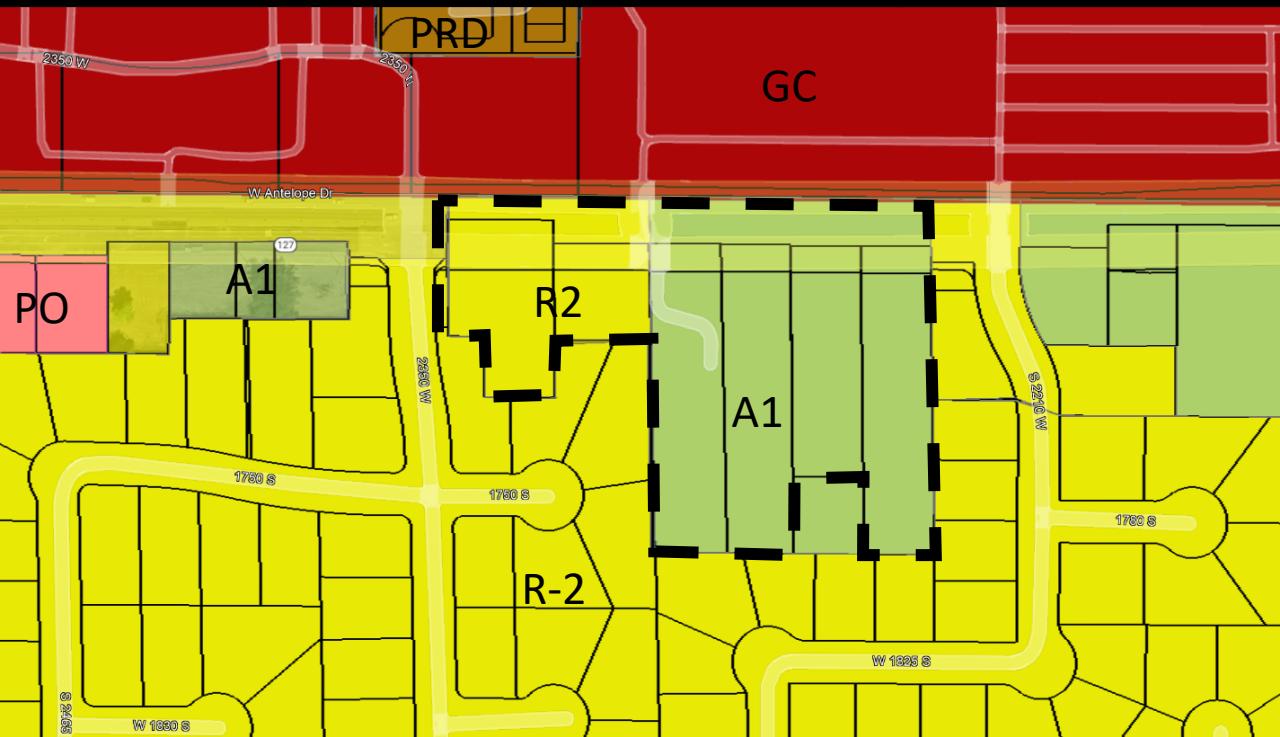
CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

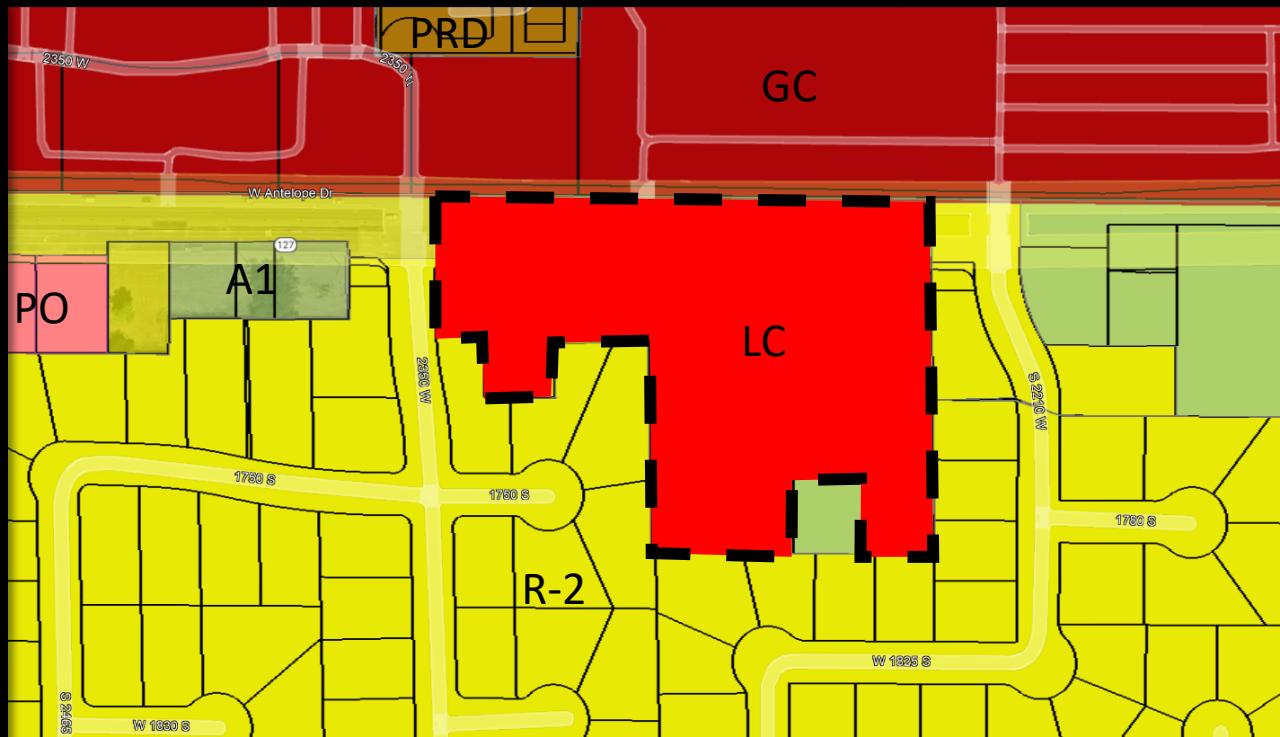
Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Robertson	_____	_____
Councilmember Pollard	_____	_____
Councilmember Watson	_____	_____

Exhibit A

Existing Zoning



Proposed Zoning





COUNCIL AGENDA

February 10, 2026

Agenda item #4j

Proposed General Plan Map Amendment Civic to Low Density Res. 963 S. 2000 W.

Summary

The city has received an application to amend the General Plan Map. The application was received from Chase Freebairn of Cole West North, LLC for approximately 12.83 acres located approximately 963 S. 2000 W. The request includes two parcels. The applicant provided the following reasons for the requested change:

"Cole West is planning to purchase approximately 12.83 acres of property owned by the Davis School District (DSD), located in Syracuse City. Following acquisition, Cole West intends to rezone approximately 12 acres of the property to the R-3 Residential Zone, consistent with the surrounding neighborhoods. A General Plan Map Amendment is required to facilitate the rezone and ultimately the development of a 36-lot single-family residential subdivision that complements existing land uses in the area. Pursuant to our agreement with DSD, within 30 days following the property closing, Cole West will deed approximately 0.83–0.85 acres located at the west end of the site to Syracuse City, at no cost, to support the City's potential plans for a future fire station adjacent to the residential development. As part of our design commitment, Cole West will preserve the large existing tree onsite, integrating it into the subdivision's open space and incorporating it alongside stormwater detention and possible community amenities. In addition, Cole West intends to coordinate with the adjacent property owner to the west (Parcel ID# 120500126) to determine their interest in participating jointly in this rezone request. Should that property owner wish to participate, the application will be amended to include their parcel, promoting orderly and coordinated development and preventing the parcel from becoming landlocked without access to 1925 West."

Context

The property is located east of Sorensen Construction and Utah Onions along 2000 W. 2000 W is also known as State Route 108. The north, south, and east edges of the property are bordered by single family homes.

Zoning

The current zoning on the parcel is A-1. Zoning to the north and east is R-2. Zoning to the south is R-3. Zoning to the west is Industrial. Immediate west is planned future fire station which will most likely remain A-1 zoning. The requested zoning is R-3. The R-3 zone permits single family lots with a minimum lot size of 8,000 sf.

General Plan

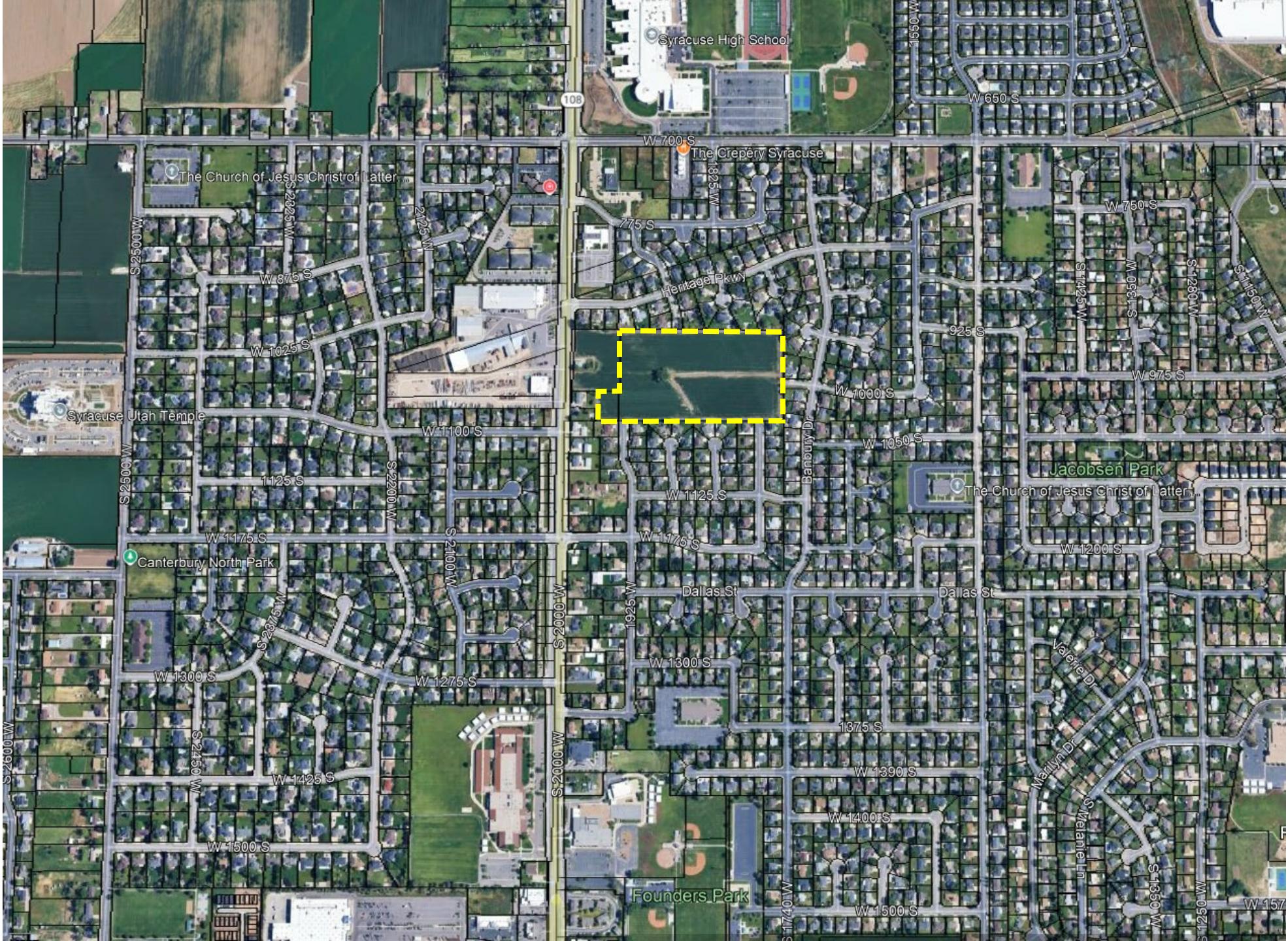
The property is general planned for 'Civic'. This is left over from when the school district owned the property and was planning on building an elementary school. The school district decided against building a school at this location, and is now under contract to sell the property to a developer. R-3 would be allowed in the low, medium, and high residential designations. The applicant has requested an amendment to the general plan map from 'Civic' to 'Low Density Residential' designation.

Process

As explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and general plan map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve with modifications, or deny the request. The City Council will then review the recommendation and make a decision. During the public meeting, the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection. The Planning Commission held a public hearing and discussed the item on 12/02/25. They are forwarding a recommendation for approval. City Council reviewed the item during their 1/27/26 work meeting.

Attachments

- Existing and Proposed General Plan Map
- Existing and Proposed Zoning Map
- Ordinance



ORDINANCE NO. 26-03

AN ORDINANCE AMENDING THE SYRACUSE CITY GENERAL PLAN MAP FOR APPROXIMATELY 12.83 ACRES OF REAL PROPERTY LOCATED AT APPROXIMATELY 963 S. 2000 W. FROM CIVIC AND COMMERCIAL TO LOW DENSITY RESIDENTIAL

WHEREAS, the City Council is authorized by state law and city ordinance to amend general plan designations within the City when it considers such amendments appropriate; and

WHEREAS, the City received an application for an amendment to the general plan map from Chase Freebairn of Cole West North, LLC, proposing that property located at approximately 963 S. 2000 W. be changed from CIVIC and COMMERCIAL to LOW DENSITY RESIDENTIAL; and

WHEREAS, the Planning Commission reviewed the application for the proposed amendment and conducted a properly noticed public hearing on Dec. 2, 2025; and

WHEREAS, the Planning Commission forwarded a recommendation to the City Council to approve the proposed general plan map amendment; and

WHEREAS, the City Council, having reviewed the Planning Commission's recommendation and the proposed general plan map amendment, found it in the best interest of the City to approve the requested general plan amendment;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. The general plan map of Syracuse City is hereby amended, changing the general plan map for property located at approximately 963 S. 2000 W. from CIVIC and COMMERCIAL to LOW DENSITY RESIDENTIAL, as more particularly depicted in Exhibit A.

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall become effective ten days after adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS
10TH DAY OF FEBRUARY, 2026.**

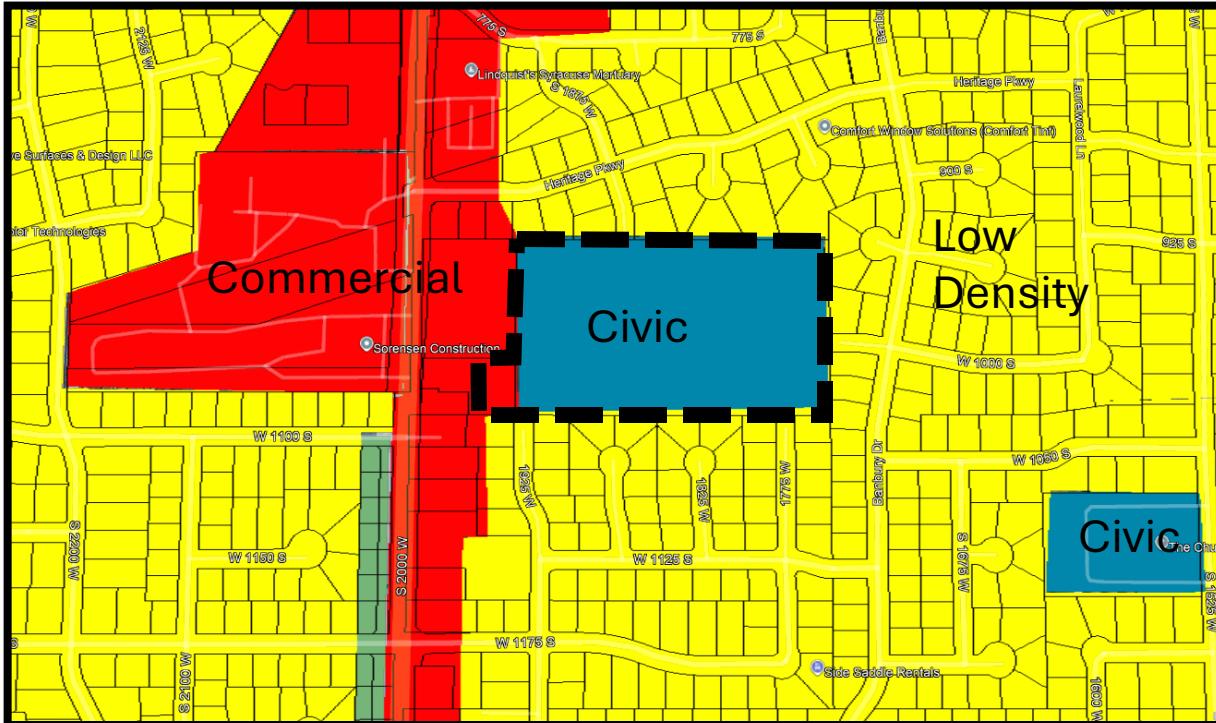
CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

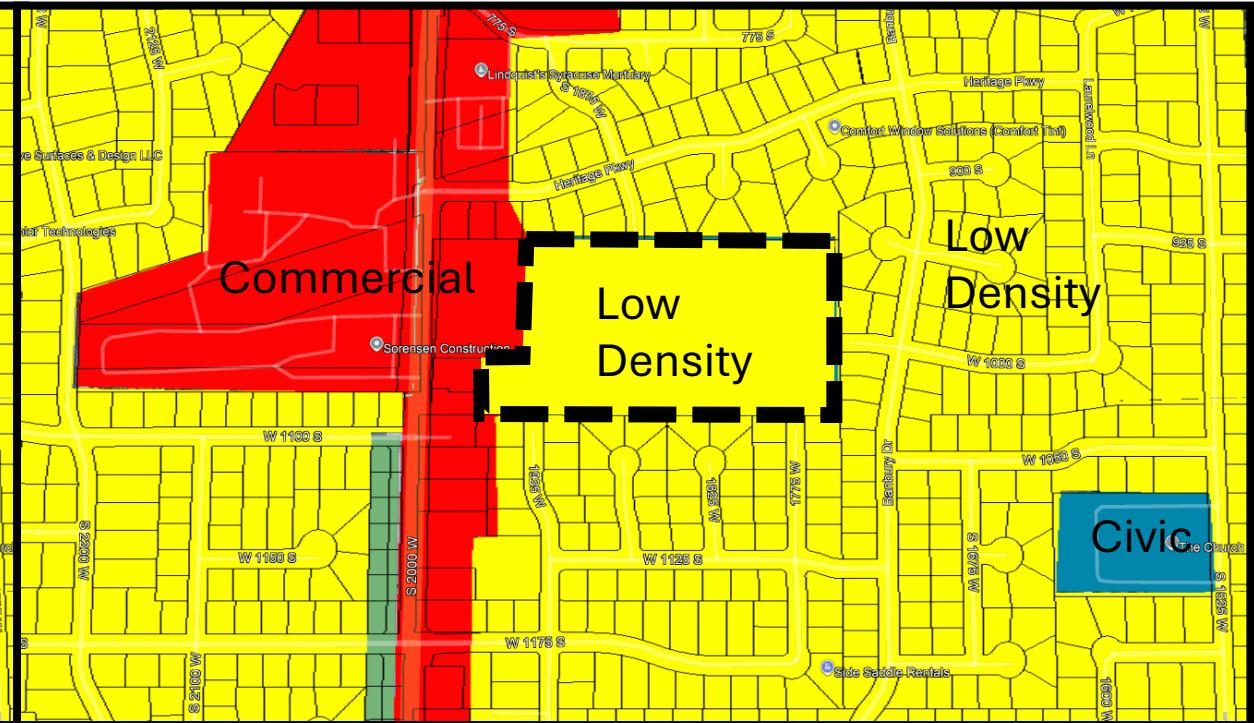
Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Robertson	_____	_____
Councilmember Pollard	_____	_____
Councilmember Watson	_____	_____

Exhibit A

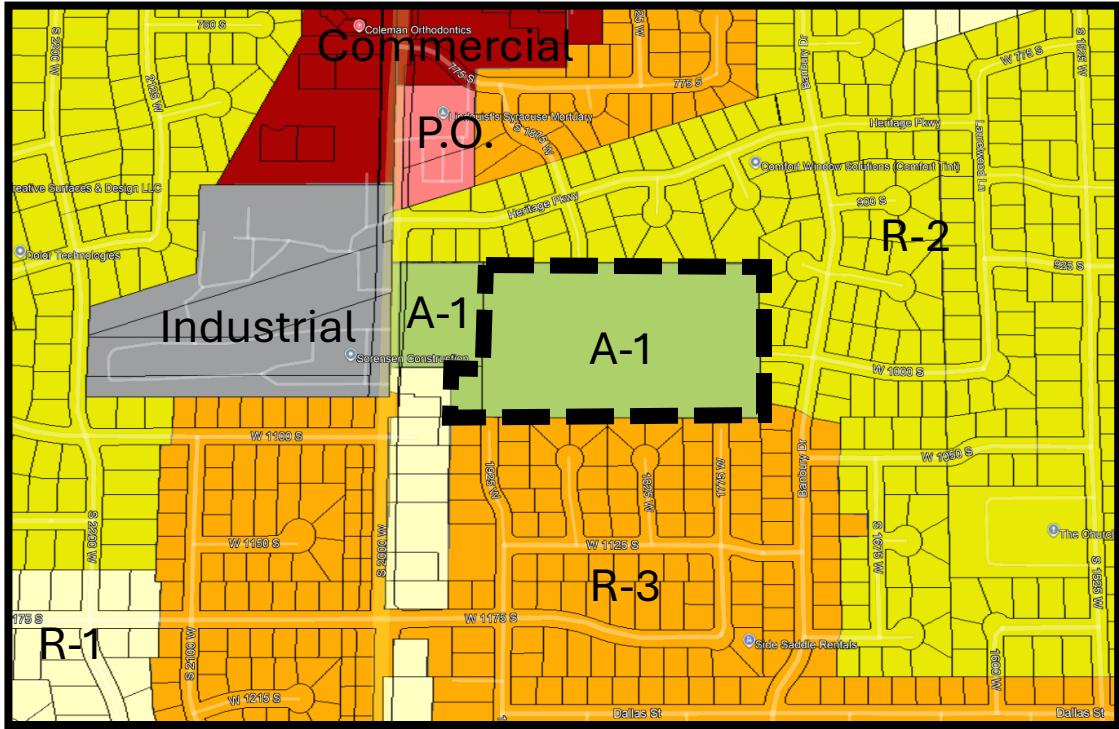
Existing General Plan



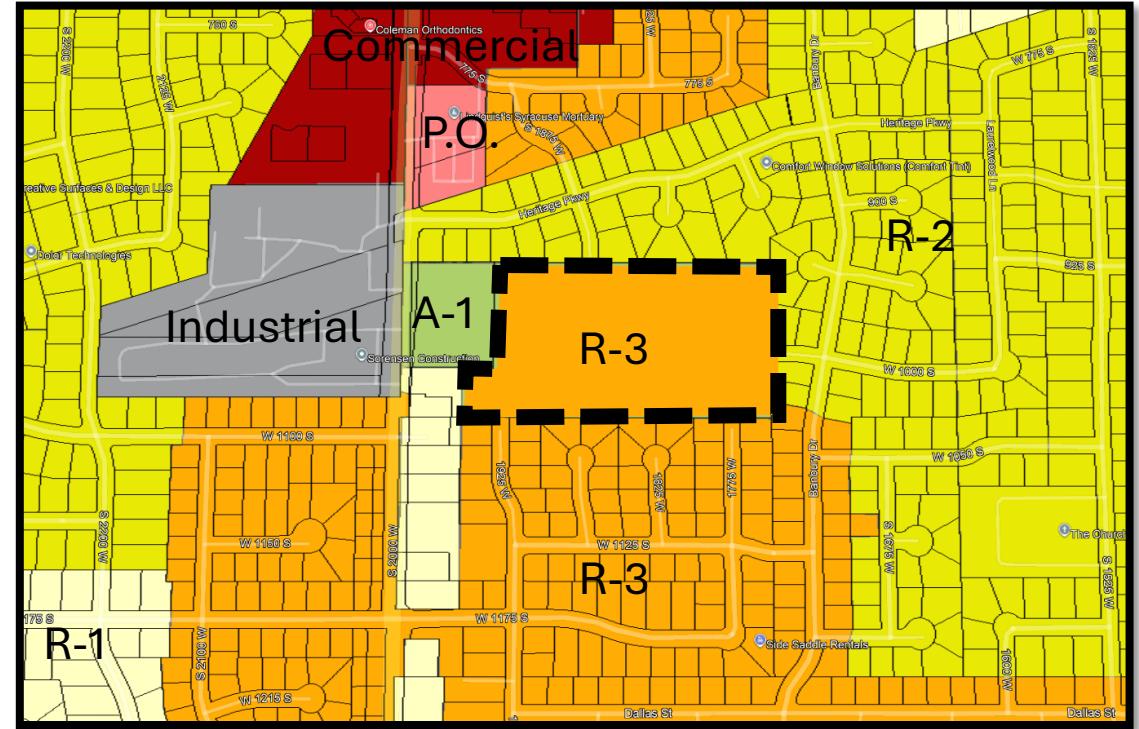
Proposed General Plan



Existing Zoning



Proposed Zoning





COUNCIL AGENDA

February 10, 2026

Agenda item #4k

Proposed Rezone A1 to R3 963 S. 2000 W.

Summary

The city has received a rezone application from Chase Freebairn of Cole West North, LLC for approximately 12.83 acres located approximately 963 S. 2000 W. The request includes two parcels. The applicant provided the following reasons for the requested change:

"Cole West is planning to purchase approximately 12.83 acres from the Davis School District (DSD). We plan to rezone approximately 12 of those acres to the R-3 zone, consistent with the Syracuse City General Plan and for the purpose of developing a 36-lot residential subdivision, consistent with the surrounding properties. Per our agreement with DSD, within 30 days following the Closing of the property, Cole West shall deed approximately 0.83-0.85 acres +/- at the west end of the property to Syracuse City without monetary consideration in order to help facilitate the city's intentions of building a possible fire station adjacent to the proposed residential development. Cole West also commits to preserving the large existing tree onsite, and incorporating it into the development in addition to storm water detention and possible amenities. Cole West will also approach the adjacent property owner to the west that owns parcel ID# 120500126 to see if they desire to join this application jointly to rezone the rear portion of their property to make for more orderly future development and to prevent their property from becoming landlocked without frontage onto 1925 W. Should the owner of this parcel choose to participate, we will amend our rezone application to include their property."

Context

The property is located east of Sorensen Construction and Utah Onions along 2000 W. 2000 W is also known as State Route 108. The north, south, and east edges of the property are bordered by single family homes.

Zoning

The current zoning on the parcel is A-1. Zoning to the north and east is R-2. Zoning to the south is R-3. Zoning to the west is Industrial. Immediate west is planned future fire station which will most likely remain A-1 zoning. The requested zoning is R-3. The R-3 zone permits single family lots with a minimum lot size of 8,000 sf.

General Plan

The property is general planned for 'Civic'. This is left over from when the school district owned the property and was planning on building an elementary school. R-3 would be allowed in the low, medium, and high residential designations. The applicant has requested an amendment to the general plan map from 'Civic' to 'Low Density Residential' designation.

Development Agreement

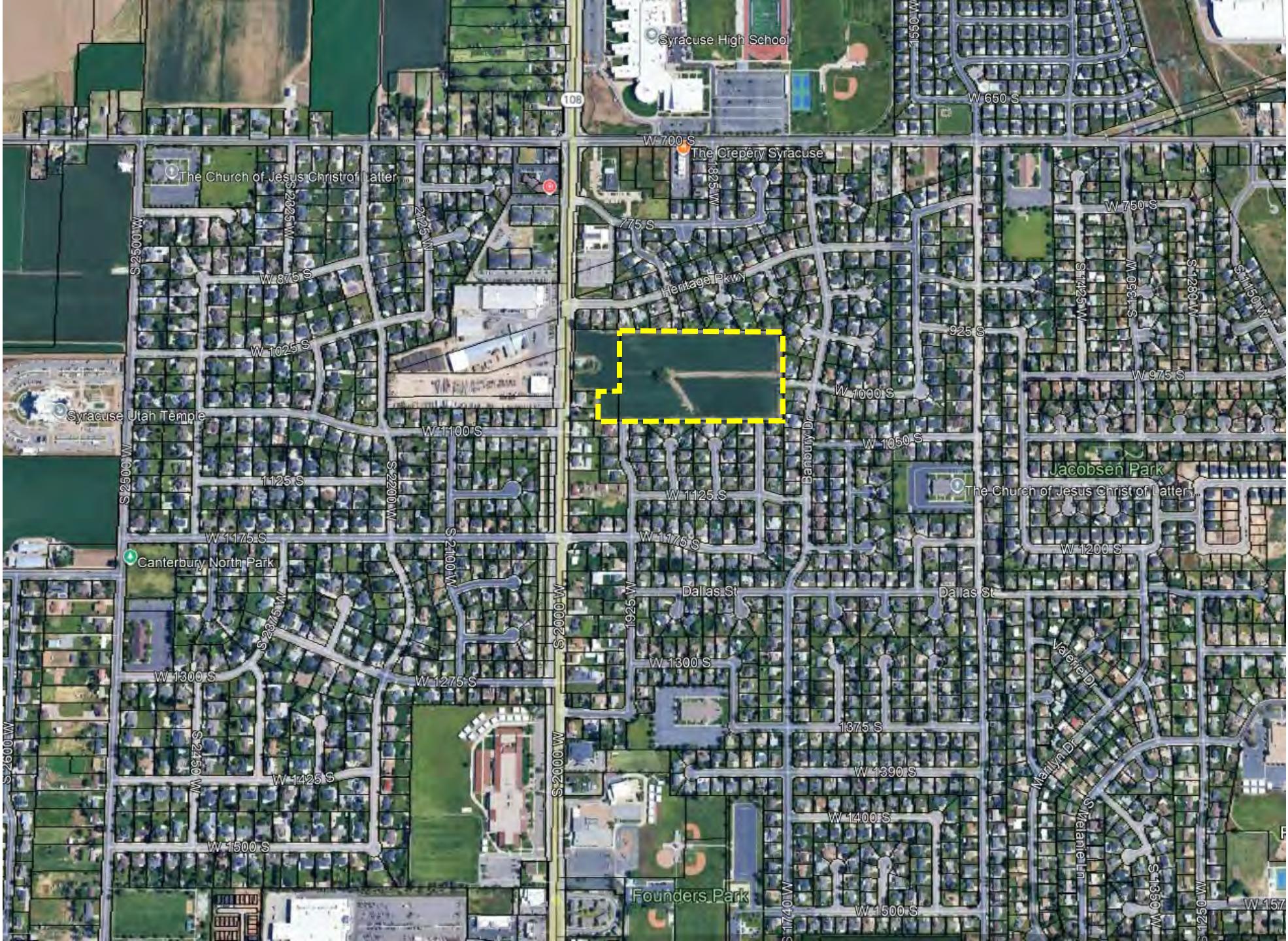
It is proposed that a development agreement is included with this project's rezone to make sure both parties are in agreement concerning the following: the proposed land dedication for the fire station, preservation of the large tree, maximum number of lots, and the purchase of secondary water shares. The draft agreement is attached and staff will execute the agreement once council authorizes staff to do so when zoning is approved.

Process

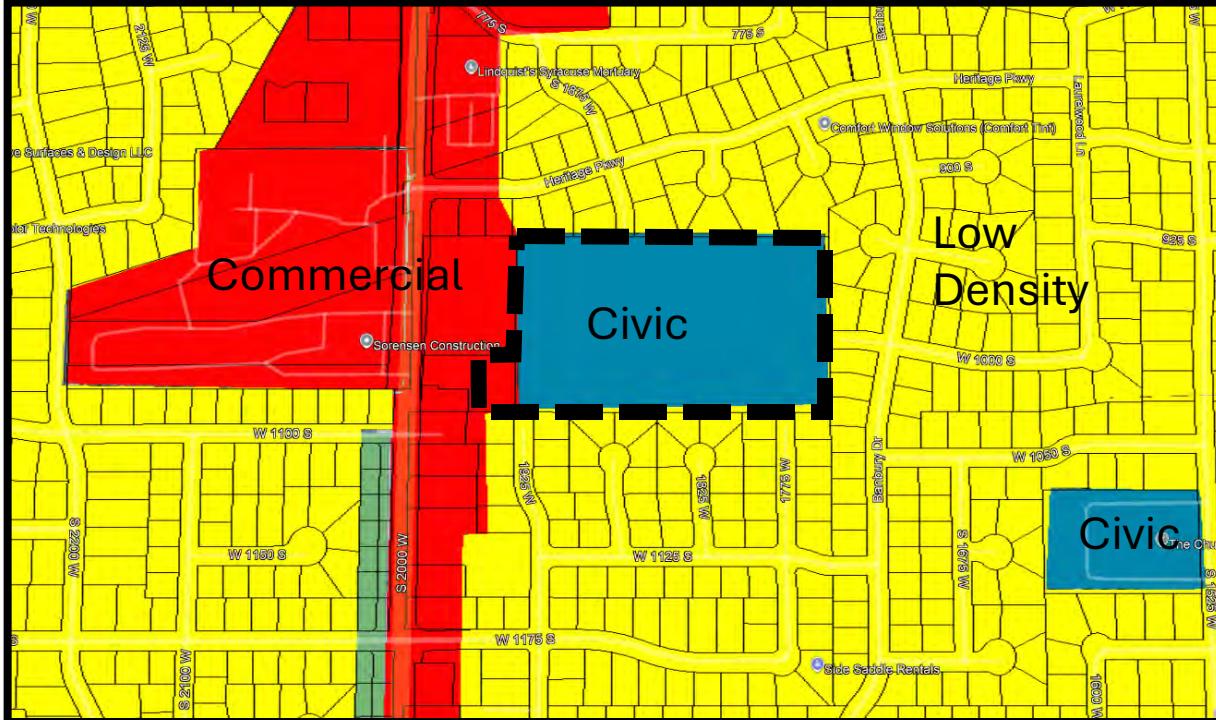
As explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and general plan map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve with modifications, or deny the request. The City Council will then review the recommendation and make a decision. During the public meeting, the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection. The Planning Commission held a public hearing and discussed the item on 12/02/25. They are forwarding a recommendation for approval. City Council reviewed the item during their 1/27/26 work meeting.

Attachments

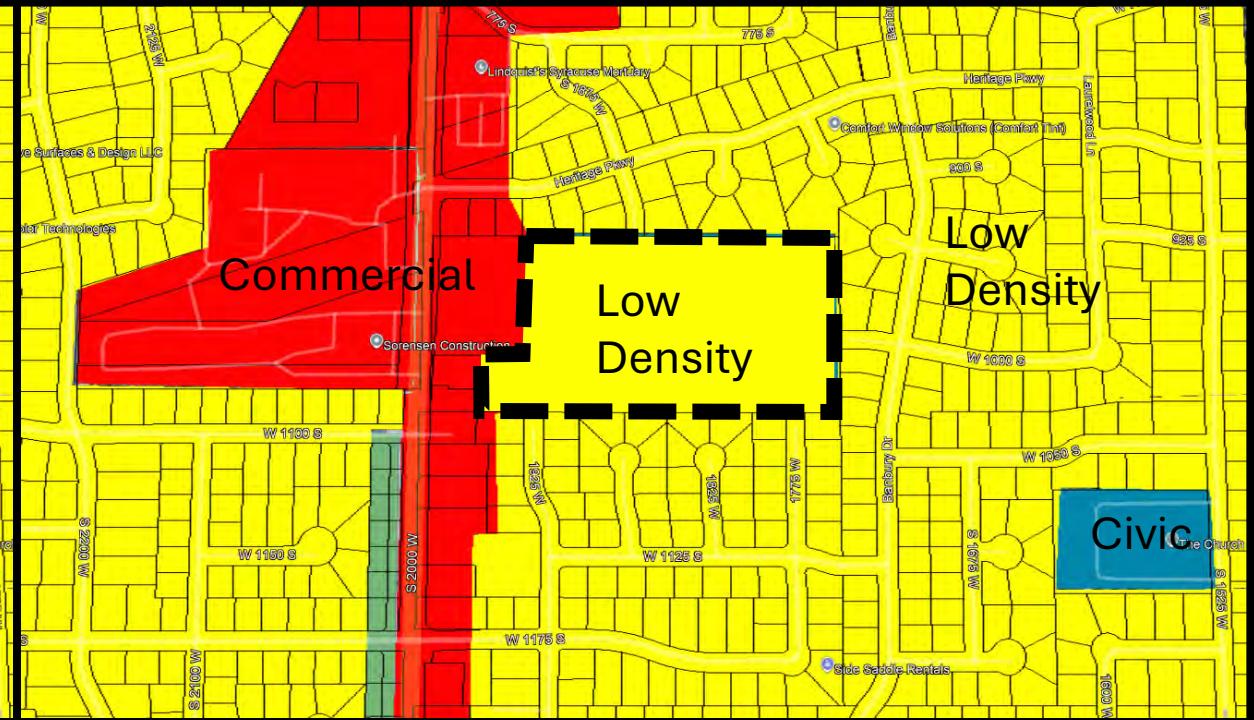
- Existing and Proposed General Plan Map
- Existing and Proposed Zoning Map
- Draft Development Agreement
- Tree Pictures



Existing General Plan



Proposed General Plan



ORDINANCE NO. 26-04

AN ORDINANCE AMENDING THE SYRACUSE CITY ZONING MAP FOR APPROXIMATELY 12.83 ACRES OF REAL PROPERTY LOCATED AT APPROXIMATELY 963 S. 2000 W. FROM A-1 TO R-3

WHEREAS, the City Council is authorized by state law and city ordinance to amend zoning designations within the City when it considers such amendments appropriate; and

WHEREAS, the City received an application for an amendment to the zoning map from Chase Freebairn of Cole West North, LLC, proposing that property located at approximately 963 S. 2000 W. be changed from A-1 to R-3; and

WHEREAS, the Planning Commission reviewed the application for the proposed amendment and conducted a properly noticed public hearing on Dec. 2, 2025; and

WHEREAS, the Planning Commission forwarded a recommendation to the City Council to approve the proposed zoning map amendment; and

WHEREAS, the City Council, having reviewed the Planning Commission's recommendation and the proposed zoning map amendment, found it in the best interest of the City to approve the requested zoning; and

WHEREAS, the City and Applicant agree to enter into a development agreement and authorize staff to execute said agreement.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Amendment. The zoning map of Syracuse City is hereby amended, changing the zoning for property located at approximately 963 S. 2000 W. from A-1 to R-3, as more particularly depicted in Exhibit A.

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall become effective ten days after adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS
10TH DAY OF FEBRUARY, 2026.**

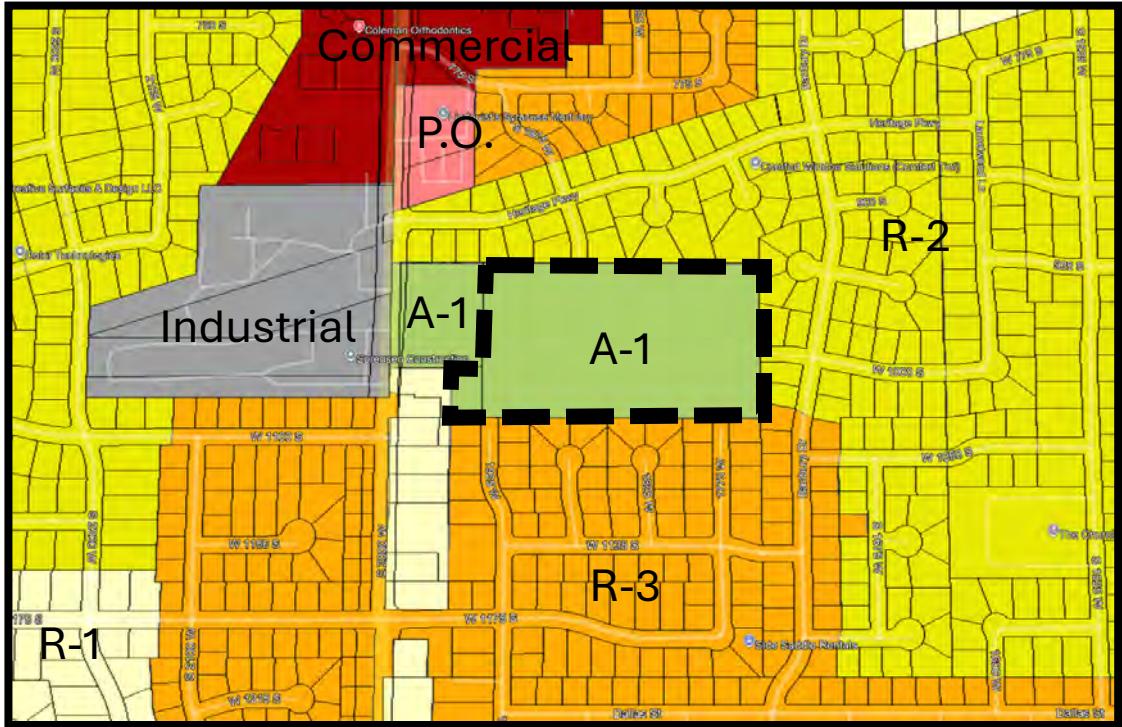
CASSIE Z. BROWN
City Recorder

DAVE MAUGHAN
Mayor

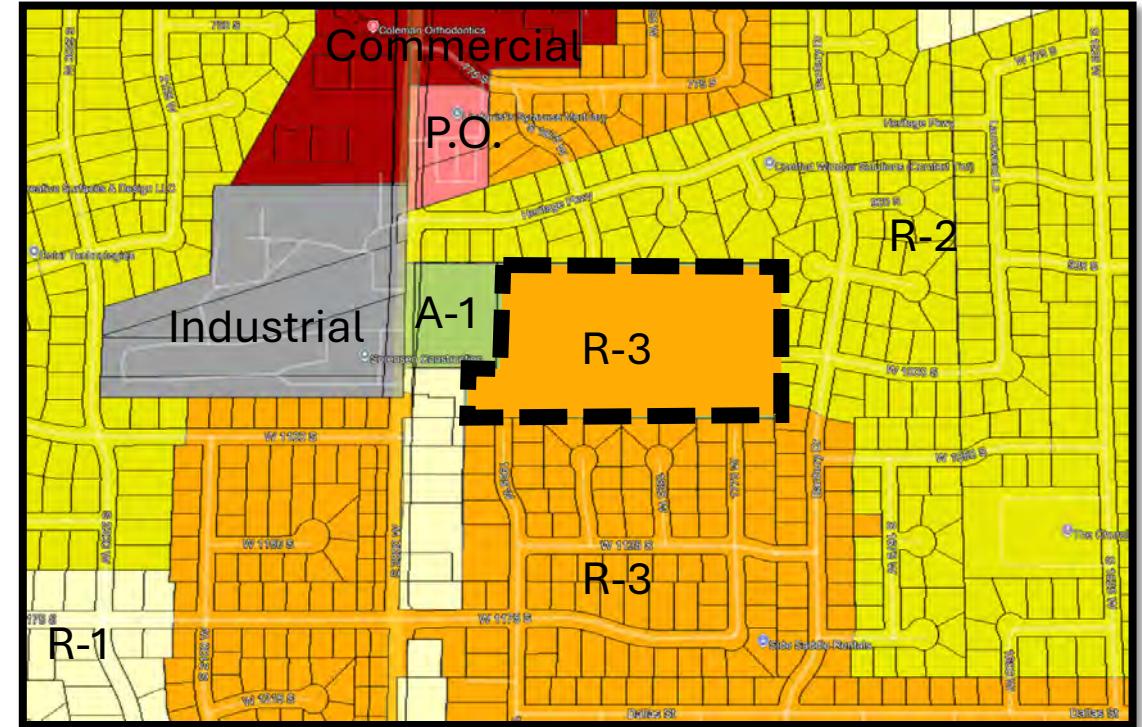
Voting by the Council:	AYE	NAY
Councilmember Brown	_____	_____
Councilmember Cragun	_____	_____
Councilmember Robertson	_____	_____
Councilmember Pollard	_____	_____
Councilmember Watson	_____	_____

Exhibit A

Existing Zoning



Proposed Zoning



RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

Cassie Z. Brown
Syracuse City Recorder
1979 W 1900 S
Syracuse, UT 84075
cassieb@syracuseut.gov

DEVELOPMENT AGREEMENT

Lone Tree Subdivision – Syracuse City

This Development Agreement (“Agreement”) is dated effective as of the ____ of _____, 2026 (the “Effective Date”), by and between CW Lone Tree, LLC, a Utah limited liability company (the “Developer”), and Syracuse City, a Utah municipal corporation and body politic of the State of Utah (the “City”). The Developer and the City are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

RECITALS

WHEREAS, the Developer is the owner (or is under contract to acquire) certain real property located in Syracuse City, Davis County, Utah, more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the “Property”);

WHEREAS, the Developer is seeking the City’s approval of: (i) a General Plan Amendment; (ii) a rezone of the Property from its current zoning to the R-3 zone; and (iii) preliminary and final approval of a subdivision plat creating single-family residential lots and associated open space (the “Subdivision Plat”).

WHEREAS, the Parties desire to enter into this Agreement to memorialize their understandings regarding certain dedications of land, infrastructure cost recovery, preservation of an existing historic tree, and other development obligations.

AGREEMENT

NOW THEREFORE, the Parties hereby agree as follows:

1. Zoning and Density. The zoning of the Property shall be rezoned to the R-3 zone. The Property may be developed with up to thirty-eight (38) single-family residential lots substantially in accordance with the preliminary plat attached hereto and incorporated herein by this reference as Exhibit B.

2. Dedication of Fire Station Land. The Developer shall dedicate to the City, at no cost, the parcel identified on Exhibit B as the future fire-station site (the “Fire Station Parcel”).

Such dedication shall occur no later than recordation of the first final subdivision plat that includes any portion of the Fire Station Parcel.

3. Water Shares Purchase from City.

a. The City is acquiring approximately 18 acre-feet of Davis & Weber Canal Company water shares in connection with its purchase of the Gailey property. The City requires approximately 2 acre-feet of that water for the future fire station site.

b. Upon execution of this Agreement (or concurrently with closing of the Gailey purchase, whichever is later), the Developer shall purchase the remaining 16 acre-feet of Davis & Weber Canal Company water shares from the City at a price of \$200,000 (\$12,500 per acre-foot). Payment shall be made within ten (10) business days of the City's written notice that the shares are available.

c. Upon receipt of the \$200,000 payment, the City shall credit the Developer with 16 acre-feet of physical water shares toward the water dedication requirements for the Subdivision Plat. No physical transfer of share certificates to the Developer (and subsequent re-transfer to the City) shall be required.

4. Preservation of Historic Lone Tree and Surrounding Open Space.

a. The large existing tree located generally in the central open-space area (the "Lone Tree") shall be preserved in place and protected throughout all construction activities.

b. No excavation, grading, trenching, storage of materials, or other construction activity shall occur within the critical root zone of the Lone Tree (as defined by a certified arborist engaged by the Developer and approved by the City).

c. All storm-drain detention basins, utilities, and other improvements shall be located a minimum of 3 feet minimum outside the critical root zone unless otherwise approved in writing by the City's arborist.

d. The Developer shall install temporary protective fencing around the critical root zone prior to commencement of any site work and shall maintain such fencing until final landscaping is complete.

e. The open-space area surrounding the Lone Tree shall be developed as a signature community amenity generally in accordance with the concept attached hereto and incorporated herein by this reference as Exhibit C. In the event the existing Tree fails, as determined by an arborist agreed upon by the Developer and the City, while the Developer owns any portion of the Property, then the Developer will place up to four trees in the place of the Tree.

5. Architecture, CC&Rs, Lot Sizes, and Other Development Standards. The subdivision shall comply with all architectural, lot size, open-space, and other standards required by the R-3 zone and as further detailed in the approved preliminary plat and any subsequent design

guidelines agreed to by the Parties. The Developer will record covenants, conditions and restrictions (“CC&Rs”) and establish a homeowners association (“HOA”) for the lots within the Property. Further, the City agrees that the Developer is exempt from Syracuse City Code 8.10.190 with respect to the Property and that the Property shall not be required to be platted in more than one phase.

6. Assignment. Neither this Agreement nor any of the provisions, terms, or conditions hereof can be assigned to any other party, individual or entity without assigning also the responsibilities arising hereunder. Notwithstanding the foregoing, the Developer shall have the unilateral right to assign this Development Agreement to (i) a parent, subsidiary, or affiliate of the Developer, (ii) a successor entity by way of merger or acquisition, or (iii) any entity resulting from (a) a transaction or series of related transactions in which an individual or entity, or group of related individuals or entities (other than an affiliate of the Developer), directly or indirectly acquires more than fifty percent (50%) of the outstanding ownership interests in the Developer, or (b) a sale, lease, or other disposition of (1) all or substantially all of the assets of the Developer, and/or (2) at least fifty percent (50%) of the direct and indirect subsidiaries of the Developer, provided that the Developer provides the City with written notice of such assignment, the name and address of the applicable parent, subsidiary, or affiliate of the Developer, and a copy of the assignment. This restriction on assignment is not intended to prohibit or impede the sale by the Developer.

7. Time Frame for Performance and Time Limitation. This Agreement shall be binding on the Developer and its successors and assigns and shall run with the land in perpetuity unless this Agreement is modified in accordance with the provisions herein. As time is of the essence, the City agrees to expedite necessary reviews, comments, and approvals.

8. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Utah.

9. No Modification. This Agreement may not be amended or modified except in writing executed by the Party against whom such amendment or modification is being charged and recorded in the official records.

10. Entire Agreement. This Agreement, together with all exhibits attached hereto (including Exhibits A-C, each of which is hereby incorporated by this reference as though fully set forth herein) constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements with respect thereto, whether oral or written.

11. No Waiver. No delay or omission in exercising any right or in enforcing any provision of this Agreement shall constitute a waiver of such right or provision.

12. Attorneys' Fees. In the event of a dispute or litigation between the Parties with respect to the interpretation or enforcement of this Agreement, the prevailing Party in such dispute shall be entitled to reimbursement from the non-prevailing Party of its reasonable out-of-pocket attorneys' fees and costs incurred in connection with such dispute or litigation, including costs and expenses incurred in connection with the enforcement, perfection, or collection of any judgment.

13. **Binding Agreement.** Each Party represents and warrants that this Agreement has been duly and validly authorized, executed, and delivered, and constitutes the valid and binding obligation of such Party, and is enforceable in accordance with its terms.

14. Vested Rights. The Developer will acquire vested rights to develop the Developer Property in accordance with this Agreement and with the types, densities, and intensities of land uses set forth in the City Code as of the recording of this Agreement. The City agrees to promptly grant the Developer those permits and approvals necessary to permit the Developer to implement and complete the Developer Property pursuant to this Agreement.

15. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, be deemed an original and all of which, taken together, shall constitute one and the same agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

**CW Lone Tree, LLC,
a Utah limited liability company**

By: _____

Name: _____

Title:

STATE OF UTAH)
)ss.
COUNTY OF DAVIS)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____, who being by me duly sworn did say that she/he is the _____ of CW Lone Tree, LLC, a Utah limited liability company, and that the foregoing instrument was signed on behalf of said entity, and she/he acknowledged to me that said entity executed the same.

Notary Public

Syracuse City

By: _____
DAVE MAUGHAN, Mayor

ATTEST:

By: _____
CASSIE Z. BROWN, City Recorder

STATE OF UTAH)
)ss.
COUNTY OF DAVIS)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____, who being by me duly sworn did say that he is the Mayor of Syracuse City and that the foregoing instrument was signed on behalf of said entity, and he acknowledged to me that said entity executed the same.

Notary Public

EXHIBIT A

PARCEL 1 (BOARD OF EDUCATION OF DAVIS SCHOOL DISTRICT)

A PARCEL OF LAND BEING PART OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT AT THE SOUTHEAST CORNER OF PARCEL #12-050-0124 SAID POINT OF BEGINNING BEING S00°09'42"W 1555.24 FEET ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 10 AND N90°00'00"E 330.77 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 10 AND RUNNING THENCE ALONG THE WEST BOUNDARY LINE OF PARCEL #12-050-0114 N00°09'42"E 379.09 FEET TO A POINT ON THE SOUTH BOUNDARY LINE OF HERITAGE CROSSING SUBDIVISION - PHASE 1 RECORDED AS ENTRY #1690059 IN BOOK 2889 ON PAGE 355 AT THE DAVIS COUNTY RECORDER'S OFFICE; THENCE ALONG SAID SOUTH BOUNDARY THE FOLLOWING ONE (1) COURSE: 1.) S89°50'18"E 996.96 FEET TO A POINT ON THE WEST BOUNDARY LINE OF HERITAGE CROSSING SUBDIVISION - PHASE 4 RECORDED AS ENTRY #2009210 IN BOOK 3599 ON PAGE 1328 AT THE DAVIS COUNTY RECORDER'S OFFICE; THENCE ALONG SAID WEST BOUNDARY LINE AND THE WEST BOUNDARY LINE OF HERITAGE CROSSING SUBDIVISION - PHASE 3 RECORDED AS ENTRY #1968394 IN BOOK 3492 ON PAGE 1 AT THE DAVIS COUNTY RECORDER'S OFFICE THE FOLLOWING ONE (1) COURSE: 1.) S00°09'34"W 560.09 FEET TO THE NORTH BOUNDARY LINE OF SIENA VILLAS SUBDIVISION RECORDED AS ENTRY #2233620 IN BOOK 4193 ON PAGE 423 AT THE DAVIS COUNTY RECORDER'S OFFICE; THENCE ALONG SAID NORTHERLY BOUNDARY LINE THE FOLLOWING ONE (1) COURSE: 1.) N89°52'03"W 996.98 FEET TO THE SOUTHEAST CORNER OF PARCEL #12-050-0126; THENCE ALONG SAID PARCEL THE FOLLOWING ONE (1) COURSE: 1.) N00°09'42"E 181.49 FEET TO THE POINT OF BEGINNING.

PARCEL 2 (MORAIN)

A PARCEL OF LAND BEING PART OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT AT THE SOUTHEAST CORNER OF PARCEL #12-050-0124 SAID POINT OF BEGINNING BEING S00°09'42"W 1555.24 FEET ALONG THE WEST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 10 AND N90°00'00"E 330.77 FEET FROM THE NORTHWEST CORNER OF SAID SECTION 10 AND RUNNING THENCE ALONG THE WEST BOUNDARY LINE OF PARCEL #12-050-0114 S00°09'42"W 181.49 FEET TO A POINT ON THE NORTH BOUNDARY LINE OF SIENA VILLAS SUBDIVISION RECORDED AS ENTRY #2233620 IN BOOK 4193 ON PAGE 423 AT THE DAVIS COUNTY RECORDER'S OFFICE; THENCE ALONG SAID NORTH BOUNDARY LINE THE FOLLOWING ONE (1) COURSE: 1.) N89°52'13"W 146.96 FEET TO THE SOUTHEAST CORNER OF PARCEL #12-050-0120; THENCE ALONG THE BOUNDARY OF SAID PARCEL #12-050-0120 THE FOLLOWING FOUR (4) COURSES: 1.) N01°12'31"E 72.95 FEET; 2.) S89°39'53"W 95.57 FEET; 3.) N00°12'45"W 11.48 FEET; 4.) S89°29'15"W 52.79 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY OF 2000 WEST STREET; THENCE ALONG SAID RIGHT OF WAY THE FOLLOWING ONE (1) COURSE: 1.) ALONG A NON-TANGENT CURVE TO THE RIGHT, HAVING A RADIUS OF 7165.00 FEET, A DISTANCE OF 97.60 FEET, A CHORD DIRECTION OF N02°56'17"E, AND A CHORD DISTANCE OF 97.60 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL #12-050-0124; THENCE ALONG THE SOUTH LINE OF SAID PARCEL #12-050-0124 THE FOLLOWING ONE (1) COURSE: 1.) N89°56'27"E 289.33 FEET TO THE POINT OF BEGINNING.

EXHIBIT B

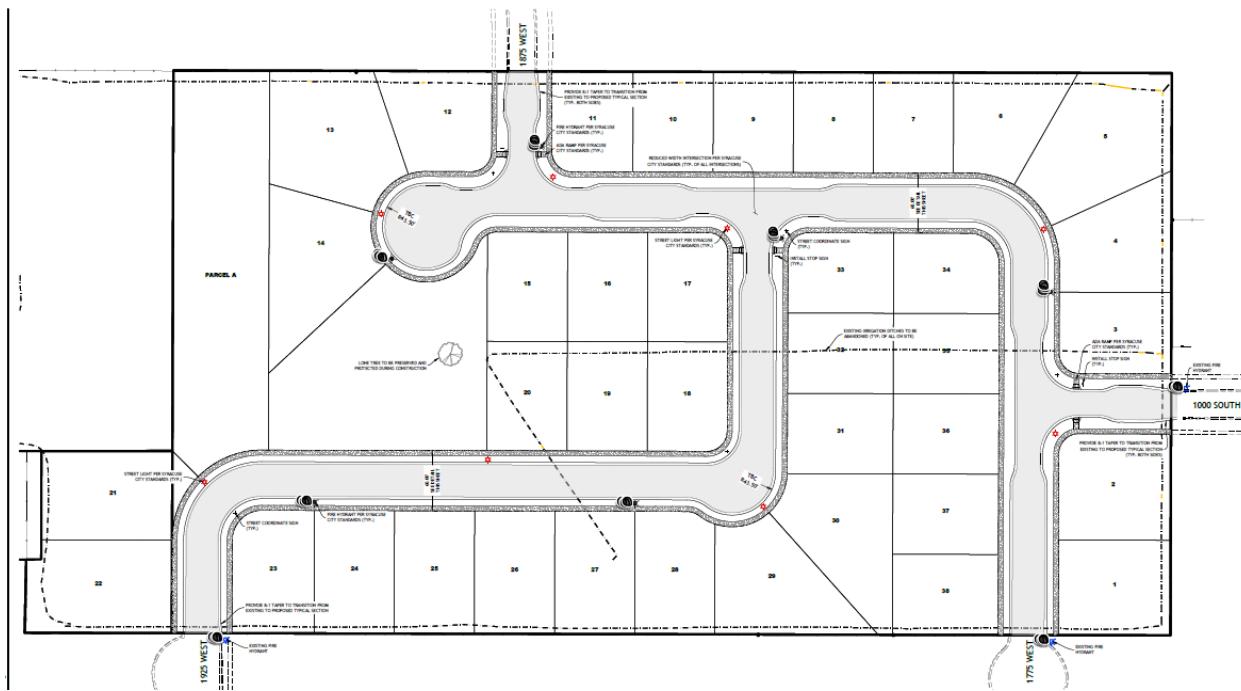


EXHIBIT C

FOR
REVIEW
ONLY

LONE TREE SUBDIVISION
SYRACUSE, UTAH
PLANTING PLAN -OPTION 1

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES					
	AW	Acer truncatum x platanoides 'Warrenred'	Pacific Sunset® Maple	1.5" Cal.	6
	GS	Gleditsia triacanthos inermis 'Impcole'	Imperial Honey Locust	1.5" Cal.	7
	PJ	Prunus serrulata 'Kwanzan'	Kwanzan Japanese Flowering Cherry	1.5" Cal.	2
	UP	Ulmus parvifolia	Lacebark Elm	1.5" Cal.	3
EXISTING TREES					
	PF	Populus fremontii	Fremont Cottonwood	90' DIA.	1
SHRUBS					
	CCF	Caryopteris x clandonensis 'First Choice'	First Choice Bluebeard	5 gal.	8
	CAI	Cornus alba 'Bailhalo' TM	Ivory Halo Dogwood	5 gal.	10
	PON	Physocarpus opulifolius 'Nugget'	Nugget Ninebark	5 gal.	7
	RAG	Rhus aromatica 'Gro-Low'	Gro-Low Fragrant Sumac	5 gal.	16
	VM	Viburnum carlesii 'SMVCB'	Spice Baby™ Koreanspice Viburnum	5 gal.	12
ORNAMENTAL GRASSES					
	CAK	Calamagrostis x acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	1 gal.	20
	HSS	Helictotrichon sempervirens 'Sapphire'	Sapphire Blue Oat Grass	1 gal.	19
PERENNIALS					
	HSO	Hemerocallis x 'Stella de Oro'	Stella de Oro Daylily	1 gal.	33
	PAL	Perovskia atriplicifolia 'Little Spire'	Little Spire Russian Sage	1 gal.	29
GROUND COVERS					
	NR	NATIVE GRASS SEED MIX		seed	9,810 sf
	PP2	Poa pratensis	Kentucky Bluegrass	sod	20,513 sf

REFERENCE NOTES SCHEDULE

SYMBOL	CODE	DESCRIPTION	QTY
	1	DECORATIVE ROCK, TYPE T.B.D.	5,082 sf
	2	BENCH	2
	3	STEEL EDGING	118 lf

TREE PRESERVATION GENERAL NOTES

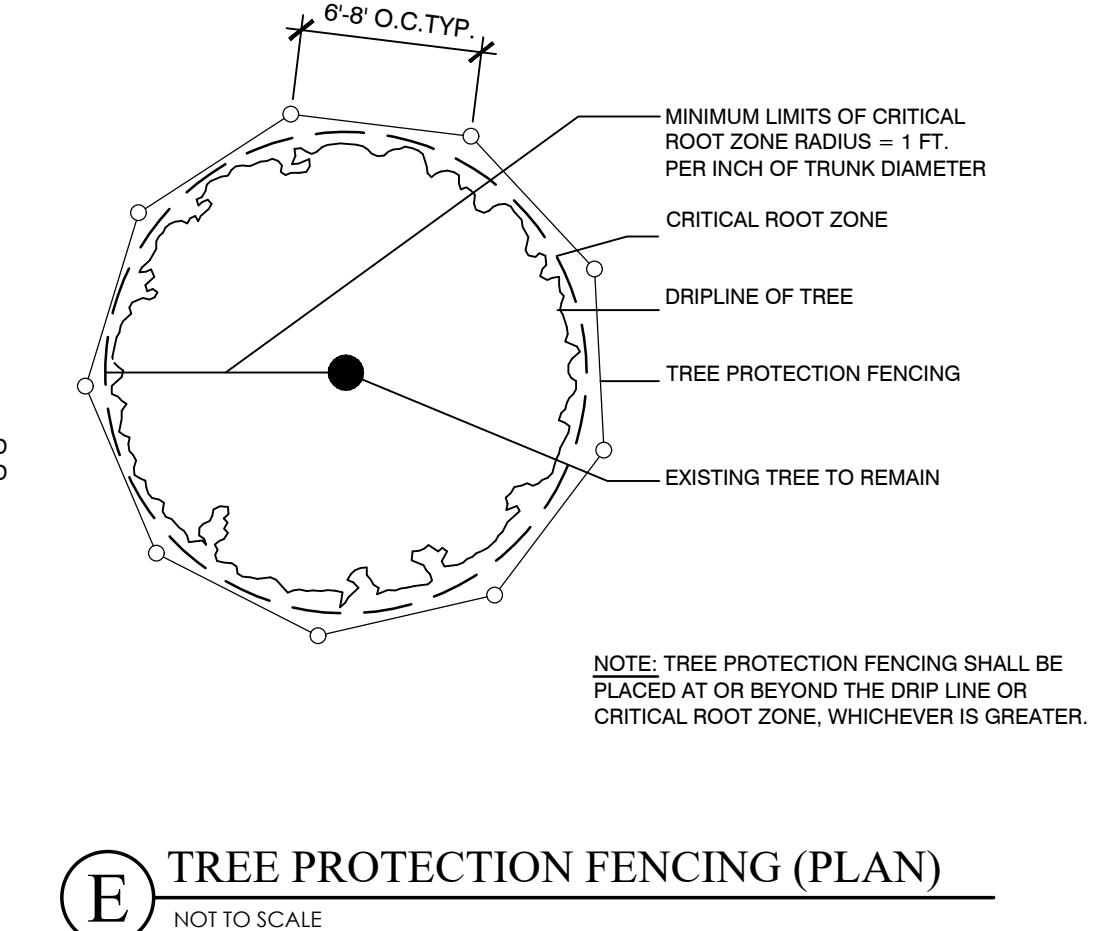
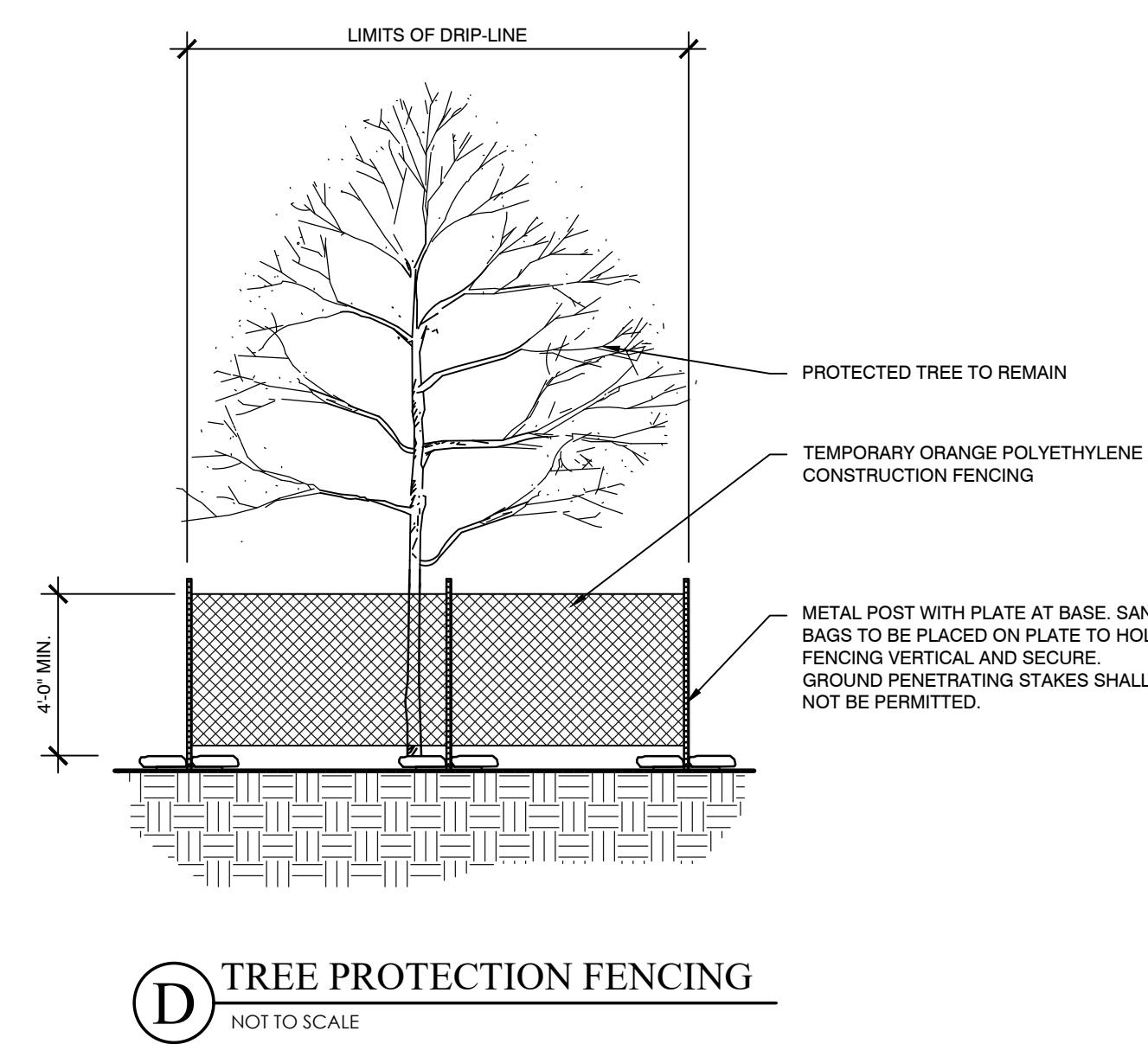
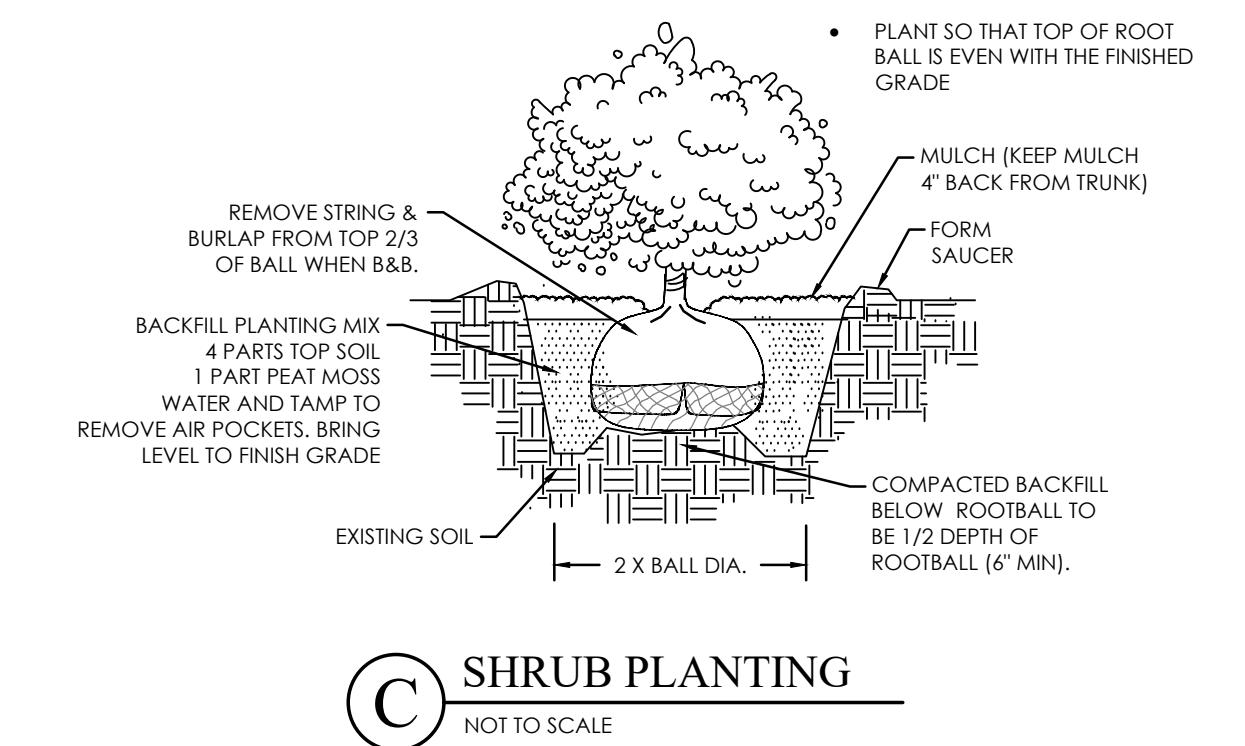
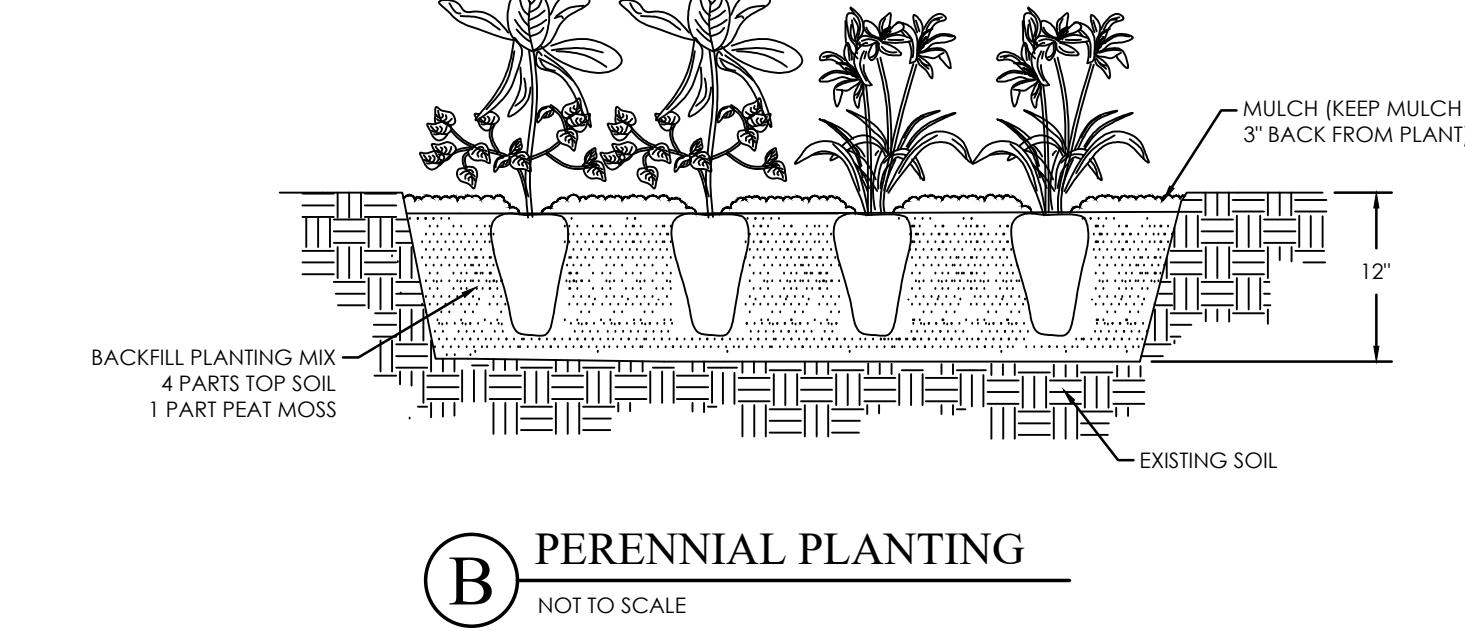
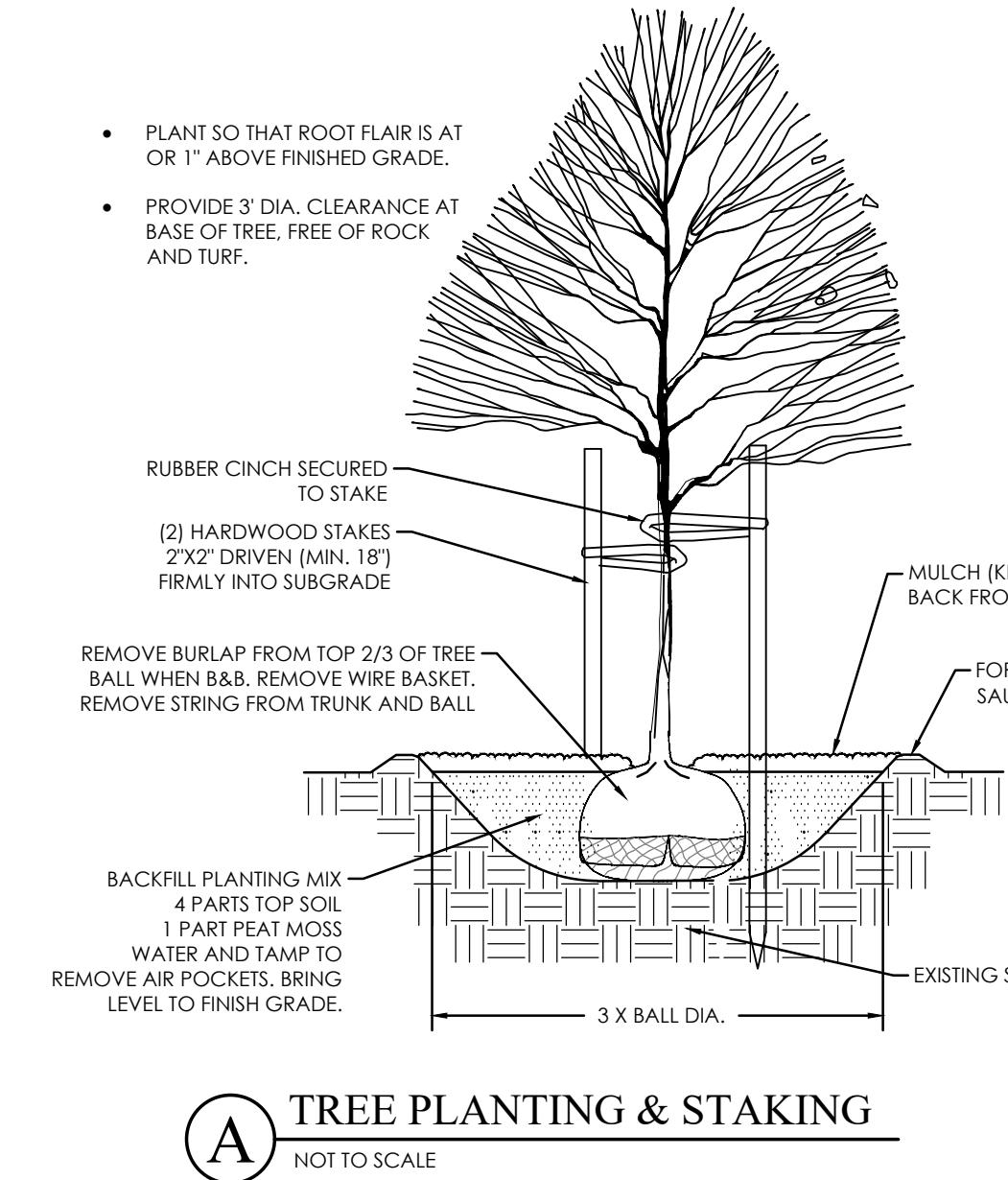
1. PROHIBITED ACTIVITIES IN CRITICAL ROOT ZONE: THE FOLLOWING ACTIVITIES ARE PROHIBITED WITHIN THE LIMITS OF THE CRITICAL ROOT ZONE OF ANY PROTECTED TREE.
- A. MATERIAL STORAGE: NO MATERIALS INTENDED FOR USE IN CONSTRUCTION OR WASTE MATERIALS ACCUMULATED DUE TO EXCAVATION OR DEMOLITION SHALL BE PLACED WITHIN THE LIMITS OF THE CRITICAL ROOT ZONE OF ANY PROTECTED TREE.
- B. EQUIPMENT CLEANING/LIQUID DISPOSAL: NO EQUIPMENT SHALL BE CLEANED OR OTHER LIQUIDS DEPOSITED OR ALLOWED TO FLOW OVERLAND WITHIN THE LIMITS OF THE CRITICAL ROOT ZONE OF A PROTECTED TREE. THIS INCLUDES, WITHOUT LIMITATION, PAINT, OIL, SOLVENTS, ASPHALT, CONCRETE, MORTAR OR SIMILAR MATERIALS.
- C. TREE ATTACHMENTS: NO SIGNS, WIRES OR OTHER ATTACHMENTS.
- D. VEHICULAR TRAFFIC: NO VEHICULAR AND/OR CONSTRUCTION EQUIPMENT TRAFFIC OR PARKING SHALL TAKE PLACE WITHIN THE LIMITS OF THE CRITICAL ROOT ZONE OF ANY PROTECTED TREE OTHER THAN ON EXISTING STREET PAVEMENT. THIS RESTRICTION DOES NOT APPLY TO SINGLE INCIDENT ACCESS WITHIN THE CRITICAL ROOT ZONE FOR PURPOSES OF CLEARING UNDERBRUSH, ESTABLISHING THE BUILDING PAD AND ASSOCIATED LOT GRADING, VEHICULAR TRAFFIC NECESSARY FOR ROUTINE UTILITY MAINTENANCE, EMERGENCY RESTORATION OF UTILITY SERVICE, OR ROUTINE MOWING OPERATIONS.
- E. GRADE CHANGES: NO GRADE CHANGES SHALL BE ALLOWED WITHIN THE LIMITS OF THE CRITICAL ROOT ZONE OF ANY PROTECTED TREE UNLESS ADEQUATE CONSTRUCTION METHODS ARE APPROVED BY THE LANDSCAPE ADMINISTRATOR.
- F. PROTECTIVE FENCING: PRIOR TO CONSTRUCTION, THE CONTRACTOR OR SUBCONTRACTOR SHALL CONSTRUCT AND MAINTAIN, FOR EACH PROTECTED TREE ON A CONSTRUCTION SITE, A PROTECTIVE FENCING WHICH ENCircles THE OUTER LIMITS OF THE CRITICAL ROOT ZONE OF THE TREE TO PROTECT IT FROM CONSTRUCTION ACTIVITY. ALL PROTECTIVE FENCING SHALL BE IN PLACE PRIOR TO COMMENCEMENT OF ANY SITE WORK AND REMAIN IN PLACE UNTIL ALL EXTERIOR WORK HAS BEEN COMPLETED.
- G. CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO TREES THAT ARE TO REMAIN.

REVISION BLOCK	#	DATE	DESCRIPTION
	1	#####	#####
	2	#####	#####
	3	#####	#####
	4	#####	#####
	5	#####	#####
	6	#####	#####

LANDSCAPE PLAN-OPTION 1	
Scale: 1"=20'	Drawn: BW
Date: 02/03/2026	Job #: 26-0005
Sheet: L1.0	2026-02-03 10:30 AM

FOR
REVIEW
ONLY

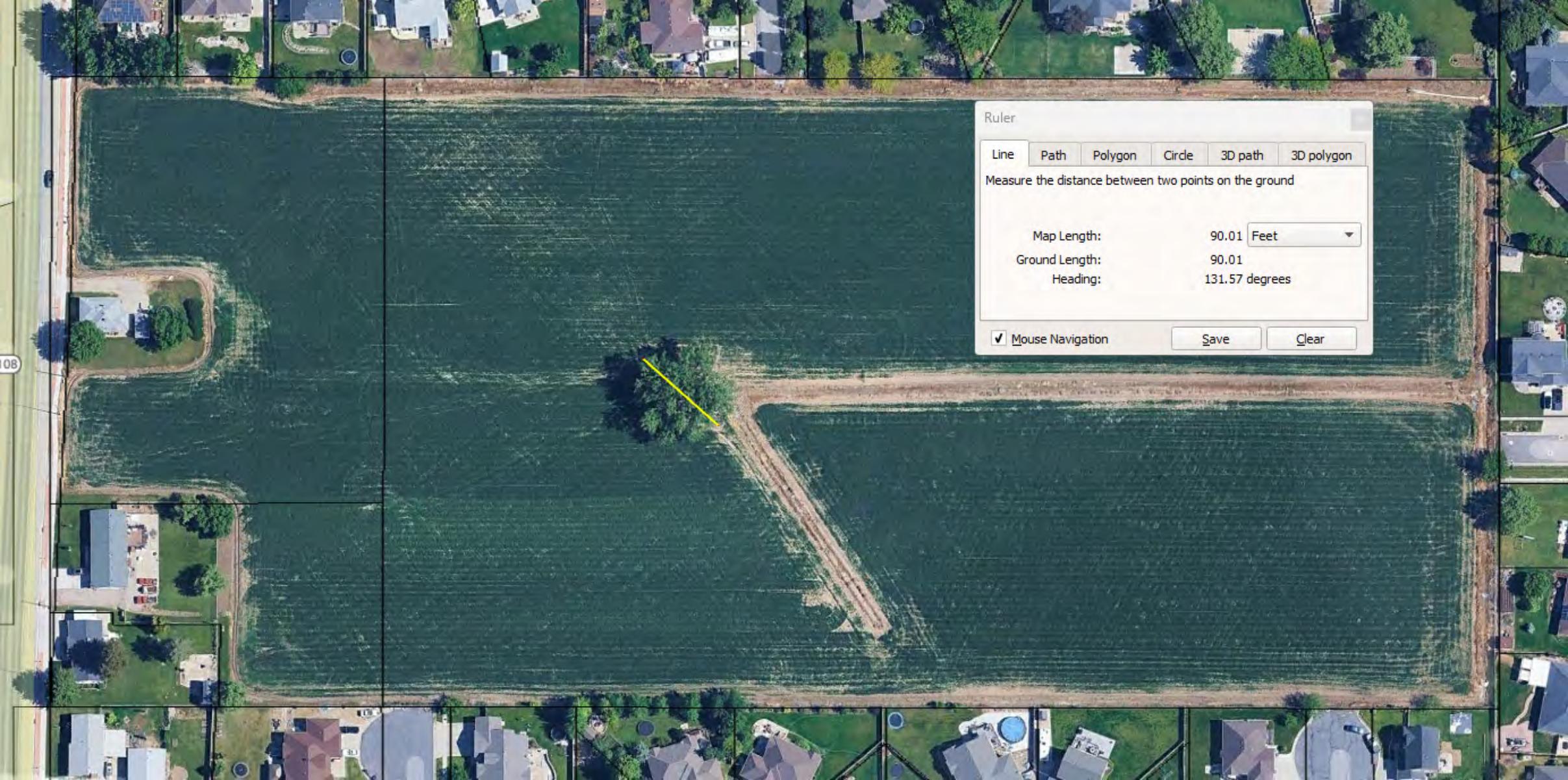
LONE TREE SUBDIVISION
SYRACUSE, UTAH
LANDSCAPE DETAILS



REVISION BLOCK		#	DATE	DESCRIPTION
1	#####	1	#####	#####
2	#####	2	#####	#####
3	#####	3	#####	#####
4	#####	4	#####	#####
5	#####	5	#####	#####
6	#####	6	#####	#####

LANDSCAPE DETAILS

Scale: 1"-20' Drawn: BW
Date: 02/03/2026 Job #: 26-0005
Sheet: L1.1
2026-02-03 12:05:39 Sheet 1 of 1 Planting Plan Option 1.dwg



Ruler

Line Path Polygon Circle 3D path 3D polygon

Measure the distance between two points on the ground

Map Length: 90.01 Feet

Ground Length: 90.01

Heading: 131.57 degrees

Mouse Navigation

Save

Clear



Image Landsat / Copernicus
Image © 2026 Airbus







CITY COUNCIL AGENDA

February 10, 2026

Agenda Item #5

Proposal to transition to paperless utility billing

Factual Summation

- Currently, the City mails paper utility statements to all customers by default. Nationally, many municipalities continue to offer mailed and electronic options, but adopting paperless systems has been shown to reduce paper use, administrative costs, and data errors.
- The Administrative Services Director and Utility Billing Supervisor are proposing to transition to paperless billing to reduce costs associated with current practices, encourage environmentally friendly options, and support the city's increasing digital infrastructure by making paperless utility billing the default method.

Proposed Policy

- **Default to Electronic Billing:**
 - Beginning July 1, 2026, utility customers would begin to receive their monthly utility bills electronically *by email* or through the City's online billing portal (Xpress Bill Pay), provided an email address is on file.
- **Mailed Statements by Opt-In Only:**
 - Customers wishing to receive a physical mailed statement must *opt in* to receive mailed utility statements.
 - Those who elect mailed statements will be charged a **\$2 monthly service fee** for the printing and postage of paper statements.
- **Fee Authority:**
 - The \$2 mailed statement fee shall be added to the City's fee schedule by resolution.
- **Notification:**
 - All current utility account holders shall receive written notice (via mail and email where email is available) explaining the new billing policy at least 60 days prior to implementation.
- **Customer Support:**
 - Assistance shall be provided for residents with limited internet access or who need help enrolling in paperless billing.
- **Review and Adjustment:**
 - The City Council shall review the policy after 12 months to assess customer participation, cost savings, and any unintended consequences.
- **Benefits:**

- Reduction in paper, printing, and postage costs.
- Streamlined customer billing experience.
- Supports environmental sustainability by reducing paper waste.
- **Implementation Steps:**
 - Council adoption of fee resolution.
 - Update billing system configuration.
 - Communicate change publicly through City website, utility bills, social media, and utility billing support staff.

Fiscal Impact

- The City's Fiscal Year (FY) 2025-2026 budget includes \$83,790 to fund traditional utility billing. In the fall of 2025, the City began promoting electronic billing and offered a one-time bill credit of \$10 for customers who transitioned to paperless by December 31, 2025. As a result, the number of paper bills printed has reduced from 9,622 to 7,424. This has resulted in our monthly billing costs decreasing from \$6,398.63 to \$5,233.92. If no further steps were taken, the City would save **\$8,883.45** in the current FY, and roughly \$20k in future years. However, staff feels a large majority of the previously allocated \$83,790 could be eliminated from the budget if the Council were to support a paperless billing policy. It is estimated that roughly 15-20 percent of customers will opt to receive a monthly paper statement; this means the annual budget could be decreased to approximately **\$17,000**, which is an annual savings of **\$66,790**. The annual budget amount could be offset if the Council were to support a monthly fee for customers to receive their paper statement.

Action

- Any question regarding this agenda item may be directed at Cassie Brown, Administrative Services Director/City Recorder.
- This item is for discussion only at this time; feedback provided by the Council will be used to inform the Administrative Services Department budget proposals relative to utility billing costs as well as the development of a formal electronic utility billing policy.



CITY COUNCIL AGENDA

February 10, 2026

Agenda Item #8

Police Department Biennial Review.

Purpose

The purpose of this memo is to introduce the biennial “deep dive” review of the Police Department. This review is part of the City Council’s ongoing commitment to effective governance, accountability, and continuous improvement across City operations. The biennial review provides an opportunity for the Council and Administration to engage in a focused, in-depth discussion of departmental performance, resource alignment, and emerging challenges.

Overview of the Biennial Review Process

The biennial review process is intended to go beyond routine budget and operational updates. Instead, it provides a structured forum to examine whether a department’s goals, staffing, and performance measures align with City Council priorities and adopted policies. This review will focus on the Police Department, consistent with the City’s established review cycle.

Scope of Review

The 2026 biennial review of the Police Department will focus on the following areas:

1. **Key Performance Indicators (KPIs).** Council will review the department’s adopted Key Results and Performance Indicators to evaluate progress toward strategic goals related to effective policing, community service, staffing, and recruitment and retention. These measures are intended to provide clear, objective insight into departmental performance.
2. **Staffing Levels and Capacity.** The review will examine current staffing levels, workload, and organizational capacity within the Police Department, with consideration given to service demands, development activity, and alignment with the City’s adopted recruitment and retention policies.
3. **Concerns and Emerging Issues.** Council and staff will discuss any operational challenges, risks, or emerging issues affecting the department, including growth pressures, regulatory changes, customer service expectations, and long-term sustainability.

Outcome

The goal of the biennial review is to inform future policy direction, budget planning, and potential organizational adjustments, while ensuring alignment with City Council priorities and

adopted policies. Staff will be prepared to present information and respond to Council questions during the scheduled review.