

Minutes of the City Council Work Session of the Syracuse City Council, held on March 24, 2026 at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 824 8781 0028, 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  
Abraham Pollard

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

City Employees Present:

Assistant City Manager Stephen Marshall  
City Attorney Colin Winchester  
Fire Chief Aaron Byington  
Police Chief Alex Davis  
Kresta Robinson Parks and Recreation Director  
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; discuss a request from Ed Green Construction, Inc., Westlake Landings, LLC, and Wagstaff Investments, LLC for consideration of an impact fee reimbursement agreement associated with the development of property at 2000 West and 2700 South; discuss proposed amendment to Memorandum of Understanding (MOU) regarding the sale/purchase of City-owned property located near 3000 West and Antelope Drive; discuss affordable housing opportunities on properties owned by the Utah Department of Transportation (UDOT); discuss proposed franchise agreement with Lumen; discuss proposed amendments to the Syracuse City Budget for the Fiscal Year (FY) ending June 30, 2026; discuss proposed amendments to Syracuse City Consolidated Fee Schedule updates; discuss Robinson Waste fee structure adjustments.; discuss secondary water strategy for 2026; discuss secondary water metering project and customer portal; discuss Great Salt Lake Scenic Byways Committee; review Anti-hate resolution; discuss America250 Fundraising and Planning for Syracuse Veteran Memorial; receive Ethics Act training; receive Biennial Review for Parks and Recreation Department; review large value new requests over \$10,000; and review staff increase requests for 2027.

**Public comments**

There were no public comments.

**Planning items C1: Discussion regarding request from Ed Green Construction, Inc., Westlake Landings, LLC, and Wagstaff Investments, LLC for consideration of an impact fee reimbursement agreement associated with the development of property at 2000 West and 2700 South.**

A staff memo from the Community and Economic Development (CED) Department explained that there is a new development planned for the southwest corner of 2000 West and 2700 South. The development will feature many new businesses and 29 single family homes. There are extensive roadway improvements needed at the site to accommodate the traffic from the proposed development, as well as the increased traffic generated by the growth in the surrounding areas. There are three developers involved. One developer plans to build a gas station on the corner and other retail pads next to it. The next developer plans on bringing in various active style businesses such as pickleball, tumbling, dance, and sports training. The third plans to build the residential component of the development. All three developers have agreed to work together in building their fair share of adjacent roadway improvements. The needed road improvements that are not attributable to this development are considered regional improvements that go above and beyond what would be reasonable for the developers to be responsible for building. This agreement would allow the City to provide a transportation impact fee credit to cover the extra improvements the City is requiring the developers to install.

CED Director Steele reviewed his staff memo.

Councilmember Watson asked how the credit amount will be calculated. The Mayor explained the amount is established by prorating amount of work required for the development when considering the bid amount for the total improvements. The developers will be required to submit clear documentation illustrating these numbers. Mr. Steele referenced a chart that was included in the meeting packet that details the credit breakdown; the City Engineer has reviewed and is comfortable with this proposal.

After brief discussion, the Mayor and Council expressed support for the proposed agreement. The Mayor concluded that this item would move forward to the April 14 business meeting for a vote.

**Planning item C2: Discussion regarding proposed amendment to Memorandum of Understanding (MOU) regarding the sale/purchase of City-owned property located near 3000 West and Antelope Drive.**

A staff memo from the Community and Economic Development (CED) Department explained the City entered into a 'Memorandum of Understanding Regarding the proposed Sale/Purchase of City-Owned Real Property Located Near 3000 West and Antelope Drive' in October of 2025. The developer is reporting good progress in attracting the required tenants, all except for the hotel portion of the project. An amendment is proposed to the Memorandum of Understanding (MOU) that would remove the hotel from the 'required users' to prevent delays and create additional leasable retail area. This does not mean that the developer could still not bring in a hotel if the market for the use improved. In exchange for removing the hotel requirement, the developer would agree to accelerate the performance timelines in the agreement. The proposed amendment is anticipated to expedite full project completion, which in turn expedites the sales tax and property tax revenues to the City. Also, removing the hotel makes room for an additional pad, which will bring in additional retail business.

The Mayor facilitated discussion among the Council and the CED Director Steele regarding the proposed amendments; the Mayor explained when the MOU was written there was a possibility of the City not receiving a hotel, but there is currently no option to remove that requirement from the MOU to allow the developer to find another tenant and have the project completed earlier. The developer has indicated it may be possible to secure a tire business to replace the hotel space. The Council showed support for moving forward with this item and the Mayor indicated it will be listed on the April 14 business agenda for action.

**Planning item C3: Discussion regarding affordable housing opportunities on properties owned by the Utah Department of Transportation (UDOT).**

A staff memo from the Community and Economic Development (CED) Department explained that Governor Cox has directed state agencies such as the Utah Department of Transportation (UDOT) to identify properties they own that could possibly be used for housing. In response, UDOT has published a map of their properties throughout the state that may be good candidates. The link can be found at the following web address: <https://gis.udot.utah.gov/affordable-housing>. There are some properties on the map that are located within Syracuse City limits. For this reason, UDOT has approached the City to further investigate the development potential of the properties that appeared on the map in preparation to sell them at auction. The first property is a 4.366-acre parcel located approximately 2700 S and West Davis Highway. The general plan for the property is medium density residential. The zoning is Residential (R-1) which has a minimum lot size of 12,000 sf. This triangular shaped property only has public road frontage from a narrow tip 69 feet wide. Also, this frontage location is only 114' feet away from 2400 W, which would be too close to safely build another access road. The limited frontage also has many utility conflicts that block the would-be road location. Because of its long and narrow shape, there are also concerns about fire response to the southern edge of the property. When staff met with the state officials, these concerns were communicated to them. The second is 3.905 acres located approximately 3700 S and West Davis Highway. The site is approximately 3.8 acres. It is zoned General Commercial (GC) and Agriculture (A-1). General plan is for 'Low Density Residential'. This property has approximately 660 feet of road frontage and appears to have fewer development challenges as the first property. A single-family development project named Still Water Phase 1 is located directly to the west of the property and is comprised mostly of 6,000 square foot lots. To develop something of similar density on the UDOT property, a zoning amendment to the Planned Residential Development (PRD) zone would be required. PRD zones require a development agreement and since the PRD zone is not congruent with the 'Low Density Residential' designation in the master plan, an amendment of the general plan map from low to medium density residential would also be required. Future landowners would be required to apply for each of these amendments and go through the standard development approval process.

The Mayor reviewed the staff memo and explained staff's position on both properties. CED Director Steele explained he is seeking feedback from the Council in order to draft a letter to include with the paperwork at UDOT's auction and that will give perspective buyers an idea of the City's concerns and requirements. The Mayor and CED Director facilitated a high-level discussion that centered around the zoning of the proposed properties, zoning in the surrounding properties, and debating what type of development the Council would consider.

Councilmember Pollard expressed concerns regarding higher density housing and stated he will not consider it. City Manager Bovero stated that when staff met with UDOT they mentioned that the City most likely would not support higher density housing but may consider single family homes. Mr. Bovero indicated that UDOT was willing to consider owner occupied price restricted single-family homes.

The Mayor concluded that staff would draft a letter that reflects the comments from the Council and will have that prepared for the Council to review and take action on at the next business meeting.

**Discussion regarding proposed franchise agreement with Lumen.**

A staff memo from City Administration explained that Lumen desires to provide certain telecommunication services within the City and in connection therewith establishing a telecommunications network in, under, along, over, and across City's present and future streets, alleys, easements, and Public Ways, consisting of telecommunication lines, cables, and all necessary appurtenances. With this agreement, Lumen agrees to pay a 3.5 percent franchise tax in accordance with the Municipal Telecommunication License Tax Act (Utah Code Ann. 10-1-401 to 10-1-410). Section 5. Term of Agreement. The first term of this agreement shall be for a period of ten (10) years from March 10, 2026, and will continue thereafter on a year-to-year basis unless either party provides written notice to the other party one hundred twenty (120) days' notice of its intent to renegotiate the terms and conditions of this Agreement. At the end of that term, additional terms and extensions will be negotiated upon terms and conditions acceptable to both parties. The City has franchise agreements with other companies that provide telecommunications services in the City. This is a common practice in cities across Utah.

Assistant City Manager Marshall reviewed his staff memo; the Council briefly discussed the proposed agreement and showed support for this item and the Mayor indicated that this item would move forward to the consent agenda at the April 14 business meeting for the Council to take action.

**Budget item E1: Discussion regarding proposed amendments to the Syracuse City Budget for the Fiscal Year (FY) ending June 30, 2026.**

A staff memo from the Assistant City Manager explained the following documents have been included in the Council packet for the Council to review.

- a. FY2026 Budget Adjustments.
- b. Capital Projects Revised projects list.
- c. Vehicle and capital listing – capital project fund.

**Changes to operational budgets:**

**General Fund- major changes**

- \$4,500 – increase cost for jury trials.
- \$13,000 - Property, auto, and general liability insurance increase.
- \$55,425 – Increase in grants money and expense for purchase of radios, ebikes, and other equipment.
- \$25,000 – increase in budget to maintain park and rides and station 33 land.
- \$38,100 – increase in park and recreation fees charged for program registrations.

**All other Funds - Significant changes**

- \$3,200,000 - Regional Park costs – move remainder from park impact to capital fund.
- Interest income changes in various funds.
- Depreciation Expense adjustments in utility funds.
- Park Maint. Fund - \$38,000 – sale of equipment.
- Street Light Fund - \$10,800 – street light utilities.
- Secondary Fund - \$25,000 – Vac truck repairs.
- Secondary and Culinary Water impact Fee Plan Updates – \$55,000 & \$45,00.
- Culinary Water Fund – \$25,000 savings with paperless billing.
- Culinary Water Fund - \$45,000 increase with credit card processing fees.
- Sewer Fund – Updated revenues and expense with \$2.50 NDS increase or \$315,000.
- Garbage fund – separated recycling revenue from waste revenue to be able to track program revenues and expenses.
- Garbage fund – Green waste program fee adjustments.
- IT Fund – BCI Compliance Tool - \$5,000.
- MBA Fund – final closeout costs for station 32 - \$9,000.
- RDA Fund – added 30k to budget to design 1000 west realignment.
- Capital Projects Fund – See capital projects list.

Please review the detailed capital projects listing attached with this document for recommended changes. In this budget opening, we are carryover of projects from prior year that weren't completed and updates to approved projects as follows:

- **New – \$15,000 for dog park landscaping**
- **Change – Move regional park project expenses to capital fund.**
- **Change – Purchase of land on 6-way roundabout - \$355,000.**

Assistant City Manager Marshall briefly reviewed the proposed amendments, and the Council expressed support for the proposal. Mayor Maughan concluded that this item will move forward to the next business meeting for a public hearing and action.

**Budget item E2: Discussion regarding proposed amendments to the Syracuse City Consolidated Fee Schedule updates.**

A staff memo from the Assistant City Manager outlined the proposed amendments to the consolidated fee schedule. Below is a list of proposed changes to the consolidated fee schedule:

**Utility Rate Changes (Effective 5/1/2026)**

- CPI Increase on garbage requested from Robinson Waste. Total request of 2.8%. This would increase the bundled rate from \$17.14 to \$17.39 as follows:
  - Garbage: \$13.29.
  - Recycling: \$4.10.
  - Total Bundle Rate: \$17.39.
- Additional Black Can: Increase from \$9.85 to \$9.90.
- Additional Blue Can: Increase from \$4.00 to \$4.10.
- Green Waste: Increase from \$8.00 to \$8.14.

**CED Department (Effective on April 14, 2026)**

- Increase commercial signs fee from \$398 to \$498.
- Add residential solar plan review fee of \$120 and inspection fee of \$300.
- General Building Valuation increase from \$60 to 100 in all tiers.
- Change private pool - above ground temporary to \$100.

**Impact Fees (Effective on April 14, 2026)**

- Annual update for storm water impact fee increases the fee from \$9,484.00 per acre to \$9,582.00. Or an increase from 0.218 per sq. ft. to 0.220 per sq. ft.
- Annual update for public safety impact fee increases the fee as follows:

<b>Category</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b>Residential</b>	<b>\$934.00 per application</b>	<b>\$954.00 per application</b>
<b>Residential ADU</b>	<b>\$467.00 per application</b>	<b>\$477.00 per application</b>
<b>Commercial</b>	<b>\$0.80 per sq ft of building</b>	<b>\$0.81 per sq ft of building</b>

Mr. Marshall reviewed his staff memo and briefly reviewed the amendments proposed to the consolidated fee schedule and the effective dates if approved. The Council felt comfortable with the proposed changes and Mayor Maughan concluded that this item will move forward to the next business meeting for a public hearing and action on.

**Budget item E3: Discussion regarding Robinson Waste fee structure adjustments.**

A staff memo from Administrative Services Director Brown explained that the City contracts with Robinson Waste Services for all curbside waste services. The solid waste contract is effective through April 30, 2027. Based upon the terms of the contract, Robinson Waste is eligible for a Cost of Living Adjustment (COLA) each year of the contract term to reflect the changes in the cost of doing business, as measured by fluctuations in the Consumer Price Index (CPI). Robinson Waste sent a letter to the City dated February 18, 2026 requesting their annual COLA; the consumer price index increased by 2.8 percent in 2025 and, therefore, Robinson Waste is requesting a 2.8% increase effective May 1, 2026 as follows:

<b>Current Rate:</b>	<b>Requested Increase:</b>
1st Can Trash \$ 5.19	1st Can Trash \$ 5.34
2nd Can Trash \$ 1.92	2nd Can Trash \$ 1.97
Recycle Can\$ 3.45	Recycle Can \$ 3.55
Green Waste \$ 5.07	Green Waste \$ 5.21

Consolidated Fee Schedule that will result in an end-user fee increase. Staff is recommending the Council abide by the contract and include the proposed fee increases in the City's Consolidated Fee Schedule, which will result in end-user fee increases.

The Mayor reviewed the staff memo and explained that Robinson Waste is eligible for a CPI increase once a year based on their contract with the City. After a brief discussion the Council showed support for moving forward with this item and this item will be included in the consolidated fee schedule updates at the next business meeting.

**Utility item F1: Discussion regarding secondary water strategy for 2026.**

A staff memo from the Public Works Director Whiteley explained that The U.S. drought monitor in the Weber Watershed this month ranges from abnormally dry near the GSL to moderate drought upstream along the Weber River through Morgan County and severe drought in the Uintah Mountains. Our upstream mountain reservoirs rely upon the high elevation Uintah Mountains to supply snowmelt to the reservoirs. Last winter the snowpack hit a historic low in the last 45 years of snow measurements. The rainstorms provided overall average levels, which helped soil moisture. Echo reservoir is 62% full as of March 15th. This is the largest mountain reservoir Syracuse relies upon to receive water. When Echo is full, about 15% of that water is delivered to Syracuse. Water suppliers are initiating discussions on drought reductions and a shortened season for this irrigation season. Weber Basin is hopeful that spring precipitation will improve the situation. In the best-case scenario, they are expecting a 20% reduction in irrigation water delivery. The water delivery will begin filling reservoirs and pipes on May 1st and be at full pressure on May 15th. The season will end October 1st or sooner if drought conditions become worse. Davis & Weber will also determine what the drought reductions will be in the next few weeks. Past drought years: 2021 20% reduction, and 2022 60% reduction. These were very difficult to manage and required enforcement. Syracuse City Code 4.25.130 describes measures that the council can establish during drought conditions. SCC 4.25.140 describes water conservation plans from large property owners.

**Considerations:**

- Public information could be handled by: Utility bill notice, Magazine article, Website article.
- Weekly watering guide from the Division of Water Resources could be shared by social media.
- Watering only between 6:00 PM and 10:00 AM, with exceptions to establish new plantings, attended spot watering with a hose, and sprinkler system maintenance.
- Excess watering due to water pooling on neighboring properties, streets and storm drains is prohibited.
- Neglect of repairs 15 days after notification can be enforced.
- Escalating enforcement can be initiated, which includes 1. Notification, 2. \$200 fine, 3. \$500 fine, 4. \$1000 fine and termination for remainder of the season.
- Water conservation plans are required each year from large-area properties (3 acres or greater). This is enforced by turning the water off until the plan is submitted to the city. This would typically include schools, parks, churches, businesses, and HOA's. Because agriculture, sewer district, and the golf course do not receive water from Syracuse City's pressurized system, they are excluded from this requirement.

Staff is requesting feedback from the Council regarding the secondary water season dates, water restrictions, and water enforcement.

Public Works Director Whiteley reviewed his staff memo and explained that he attended a customer agency meeting with Weber Basin and there will be a drought reduction this year, although it hasn't been decided on the exact reduction amount yet. Mr. Whiteley is recommending that the City continue with the quadrant watering system that the City has used for the past five years and enforce water restrictions with notices and escalating fines.

Councilmember Watson spoke to concerns from citizens pertaining to commercial and larger properties watering during restricted times. The Mayor and Public Works Director explained that in the City Code properties of three acres or more are required to submit a water conservation plan, including the City for parks properties. In the conservation plans those properties agree to overall water less but may water at different times throughout the day to avoid pressure issues. The Mayor and Council recommended that the City put out more public information regarding the water restrictions for the coming summer and information pertaining to properties over three acres and the water conservation plans they are required to provide.

The Mayor concluded that staff had enough information to prepare a resolution for the Council to review and take action on at the next business meeting.

**Utility item F2: Discussion regarding secondary water metering project and customer portal.**

A staff memo from the Assistant City Manager Marshall explained that the Utah State Legislature has adopted Utah Code 73-10-34, which requires all secondary water providers to install meters on every connection within their system by January 1, 2030. The City is also required to report annual water usage to the Division of Water Rights by March 31 each year, including usage by category (residential, commercial, and industrial).

In addition, the statute establishes the following requirements:

- **Billing Requirement:** By July 1, 2030, secondary water suppliers must implement a tiered conservation rate structure that considers:
  - i. revenue stability;
  - ii. water conservation; and
  - iii. cost of service
- **Customer Education Requirement:** By April 1, 2030, secondary water suppliers must provide an educational component to end users. This may be delivered through monthly billing statements or through a customer-specific online portal that provides usage data more frequently than monthly.

To support compliance, the City received \$11,479,000 in ARPA grant funding through the State of Utah. In addition, the City issued a \$4,182,000 bond and contributed matching funds to complete the secondary meter conversion project. To date, approximately 88% of secondary water connections are converted and ready for meters. The project must be completed by November 2026 to ensure full utilization of grant funds. As part of the project, the city has secured grant funding to install base station towers to read the meters. These towers will provide data updates every four hours and support real-time access to water usage information through a customer portal. This grant funding will cover tower installation, initial software setup, and the first year of subscription services. To meet the customer data and education requirements, the City has entered into an agreement with Weber Basin Water Conservancy District to utilize its customer portal platform. This partnership includes several other districts, and Weber Basin has successfully onboarded most entities to date. Staff are currently coordinating with Weber Basin to integrate the City's customer data into the system.

The annual cost to utilize the Weber Basin portal is \$4,500. In addition, the City must provide meter data through one of the following options:

**Option 1 – City-Managed Data Subscription (Sensus)**

- Annual Cost: \$55,000
- Provides real-time usage data (updated every four hours)
- Allows direct access for City staff
- Improves responsiveness for customer service, troubleshooting, and operational efficiency

**Option 2 – Weber Basin-Managed Data Subscription (Sensus)**

- Annual Cost: \$35,000
- Data access is indirect; City staff must request reports from Weber Basin
- Limits real-time troubleshooting capabilities
- Provides an annual savings of \$20,000

Staff are recommending Option 1. While this option has a higher annual cost, it provides significant benefits in operational efficiency, real-time troubleshooting, and customer service. Additionally, the City has a larger number of connections compared to other districts, most of which have elected to maintain direct control of their data.

Assistant City Manager Marshall reviewed his staff memo and explained that the State of Utah is requiring all cities to have secondary water meters installed, a billing system, and customer education requirement by 2030. Mr. Marshall explained that the City is trying to get this completed by the end of the year due to grant funding that will expire. He explained that there are about 750 customers with backyard connections that would need to be moved to the front yard for accessibility. He explained that staff are recommending placing the meters in the front yard and using piping to loop the connections to the backyard until the City can replace the water lines and move the connections to the front yard. Mr. Marshall is proposing to ask for additional funding from the State to cover the cost of this project. He explained some cities have returned their grant funding and is hopeful the state can reallocate additional funds to the City.

The Mayor and Assistant City Manager Marshall facilitated high-level discussion among the Council that centered around the proposal for the City to purchase and install base station towers to read water meters and different options for a data subscription service for a customer portal and the benefits of receiving real-time data to educate citizens. Mr. Marshall explained that originally the City was going to use the Weber-Basin towers and data but after consideration the City can use grant funding to purchase the towers and pay for the first year of the customer portal, this would allow the City to provide real-time data to customers regarding secondary water usage.

Assistant City Manager Marshall explained if the Council feels comfortable with this proposal the timeline for additional grant funding would most likely be received right before the projects are completed at the end of the year and the timeline for the towers is three to six months so those will be ready for the following year's water cycle.

The Mayor concluded that staff would apply for additional grant funding and if that is approved this item will be added to a future agenda.

City Council Work Session  
March 24, 2026

A staff memo from Mayor Maughan explained the County is asking that the City re-activate the Scenic Byways committee for the West Davis Highway. Why the committee is needed:

1. Shows the county and cities are committed to the scenic byway and are willing to spend time and resources to make it successful.
2. Set goals to increase public awareness of the scenic byway and what it has to offer.
3. Provide a working group to implement plans to achieve the goals set by the committee.
4. Provide coordination with other entities that have similar objectives.

Tasks for the Committee:

1. Promote the scenic byway and increase public awareness of the Great Salt Lake, Antelope Island, Davis County, and each of the cities Identify and access funding sources to fund projects to promote the scenic byway.
2. Welcome to Davis County monument marker at the south end.
3. Boundary marker for each city identifying the scenic byway with a common logo and city name Interpretive material at strategic points about the county, communities, the Great Salt Lake, and Antelope Island.

Who to appoint: The county is requesting that we appoint a staff member as the meetings are expected to be during workday hours and require information and materials that staff would have access to. In order to streamline the volunteer process, a staff member would provide efficiency.”

Mayor Maughan reviewed his staff memo and explained that this committee was formed before the West Davis Highway was approved and the county is asking to reinstate the committee. The committee would be used to apply for Federal funding to provide uniform signage along the highway. The Mayor stated that a staff member would be assigned to the committee that has access to City data that will be used to help write grants. The Mayor is recommending Community and Economic Development Director Steele to be appointed to the Great Salt Lake Scenic Byways Committee. The Council showed support for this item and the Mayor concluded that the Council can take action on this item at the April 14 business meeting.

**Davis County Council of Governments (COG)/Mayor Maughan’s item  
G2: Anti-hate resolution.**

A staff memo from Mayor Maughan explained that the County has approached all cities asking that we unite with resolutions that we are against hatred in general, religious hate specifically and some are asking specifically to call out Anti-Semitism. The City can write the resolution to our liking. Included is a sample resolution from the County. Specific concerns: Statistically Anti-Semitic incidents grew 344% over the last five years. And 893% over the past ten. (the source of that statistic is an organization combatantisemitism.org) While the FBI is reporting a decrease in hate crimes, hate crimes based on religion are on the rise steadily. If we lead as a government specifically to draw attention to the rise of hate crimes in general, the hope is we will curb that trend.”

The Mayor explained that the County has asked the cities to pass a resolution against hatred and antisemitism. The Council briefly discussed the proposed resolution and stated the City is already practicing these values and they were not interested in creating a resolution. City Manager Bovero indicated that the City could create an article promoting anti-hate in place of a resolution.

The Mayor concluded this item would not move forward due to lack of support.

**Davis County Council of Governments (COG)/Mayor Maughan’s item  
G3: America250 Fundraising and Planning for Syracuse Veteran  
Memorial.**

A staff memo from Mayor Maughan explained that the goal of this agenda item is to agree to begin fund raising for a veteran’s memorial to be built in the city adjacent to one of our city parks on land that city owns that is currently undeveloped. The City is using the America 250 celebration to raise awareness of the project and to bring something to the city that we don’t currently have that will both benefit the public and draw more visitors to the city. The proposed funding would be entirely donations for a variety of sources. The plan would not be to spend tax dollars on creating this project. As the project would be recognized as parkland it would require upkeep and maintenance as all parks do. The City is NOT committing to a design at this time. The council will be able to review multiple design options and have input at a later date. These future designs will likely be heavily influenced by the amount of money we are able to raise for the project and the eventual location chosen by the council. Further exploration will be needed. We are not committed in this meeting to a site or design.

Current ideas are generated from brainstorming under the following parameters:

- Something that is unique to Syracuse.
- Something that is harmonious with the way the city is being developed.
- Specifically, do NOT want anything that includes names of individuals as that raises many questions as to what qualifies a name to be included and names would require updating.
- The overall design to be something where people can peacefully reflect on the veterans and their impact on our society.

- Specifically, do NOT want it to be limited to those who served in specific conflicts, those who passed, those who faced battle, or anything that would limit inclusion of all veterans' past, present or future."

The Mayor reviewed his staff memo and explained that he is recommending the money that is raised during the America 250 celebration be put towards a veteran's memorial project. Mayor Maughan explained that the City would need to pay and have a rendering created for the project and explained that the fee would be no more than \$5,000 and could be paid back through grant funding. The Mayor stated that he has identified 7 locations of undeveloped park space in the City as potential sites for the memorial. He explained the best place identified was the property adjacent to Jensen Nature Park and Fire Station 32. The Mayor stated if this is designed properly, he believes it can be fully funded through federal and state grants.

The Mayor concluded that this is not an action item, but staff will begin to raise money for a veteran memorial project and Council showed support for this item.

### **Ethics Act training.**

The Governing Body must receive annual training regarding the ethics act for the State of Utah; the training will be provided by City Attorney Winchester.

City Attorney Winchester provided Ethics Act training to the Council via PowerPoint presentation. For a copy of the presentation in its entirety, see the information packet for the meeting.

### **Biennial Review, Parks and Recreation Department.**

A staff memo from Administration stated the purpose of this memo is to introduce the biennial "deep dive" review of the Parks and Recreation Department. This review is part of the City Council's ongoing commitment to effective governance, accountability, and continuous improvement across City operations. Council will review the department's adopted Key Results and Performance Indicators to evaluate progress toward strategic goals related to park maintenance, events and recreational programming, financial sustainability of programs, staffing and the implementation of park and facility improvements aligned with the city's master plan. These measures are intended to provide clear, objective insight into departmental performance, operational efficiency, and community impact. The biennial review is intended to support informed decision-making for Parks and Recreation related to policy direction, budget planning, and organizational needs, while maintaining alignment with City Council priorities and adopted policies.

Parks and Recreation Director Robinson used the aid of a PowerPoint presentation to provide the biennial review for her department; the presentation focused on the efforts to comply with the department's vision statements, program participation numbers, and the need for additional staffing. Ms. Robinson reviewed the different maintenance plans that are in place for her department and the total acres of developed land with the regional park phase 1 as 176.7 that is maintained. Ms. Robinson reviewed how the benchmarking for her department is structured as the total number of employees per acreage of maintained space; she explained that adding 4 full-time equivalent (FTE) employees would bring the City in line with the benchmark average. Ms. Robinson is also requesting a full-time administrative professional to staff the parks maintenance facility, and a title change in the recreation department, Recreation Program Coordinator to Assistant Operations Manager of the Community Center.

Ms. Robinson reviewed the current program offerings in her department, she explained as part of the Key Performance Indicators KPI's is to investigate 2 new programs a year and her department has added street hockey clinics, spring/fall hockey, baseball/softball clinics, and 3 on 3 adult basketball. Ms. Robinson explained her department is trying to get more contract classes and clinics into the Community Center, she explained there is a jump rope clinic on April 18. Currently her department is looking into spring flag football, adult co-ed softball, and baseball tournaments as future programs the Parks and Recreation department could offer.

Parks and Recreation Director Robinson suggested updating the Parks Master plan; Ms. Robinson explained that currently the goal in the Parks Master Plan is 5.6 acres of developed park space per 1000 residents. She explained the City should have 218 acres of developed space and currently there is 176.27 which leaves the City 41.73 acres short of that goal. She explained residents should have access to park space within 1 mile or less. In the Master Parks Plan the goal is to have an overall mix of 70% active and 30% passive but the current analysis is 64% active and 36 % passive. Ms. Robinson stated that the City isn't meeting the goal that is being set in the Master Plan so maybe that needs to be reevaluated. In addition to updating the Parks Master plan she is recommending the Council review and make updates to the Trails Master Plan and update the Impact Fee Facilities Plan (IFFP). She reviewed the improvements and maintenance projects from fiscal year (FY) 2024-2026 and stated her department has met 80% of the goal.

Future considerations for the Parks and Recreation department; 4 full-time parks maintenance workers would bring the City up to date with the surrounding benchmark cities. The current demand exceeds current staffing levels; the parks and recreation staff are overextended, and they continue to meet expectations but that is not sustainable. Ms. Robinson stated as the City grows its park system the Council needs to consider hiring more staff, in the future for every 10 acres developed an employee would need to be hired. If no staff are hired the Council may need to reduce service levels for the Parks and Recreation department.

Ms. Robinson reviewed the cemetery expansion and explained there are only 53 single plots available and the City is currently in the process of reclaiming 88 plots.

Lastly Ms. Robinson stated it is time to order signs and name the regional park, Mayor Maughan recommended waiting to name the regional park to see if the City can get a corporate sponsor to which the Council and Parks and Recreation Director Robinson agreed. The Council thanked Ms. Robinson for the valuable information provided.

**2027 Budget overview discussion items J1: Review large value new requests over \$10,000 and 2027 Budget overview discussion item J2: Review staff increase requests for 2027.**

A staff memo from Assistant City Manager Marshall explained that this item is for budget requests for fiscal year 2027 that are considered significant or “big ticket” items. These are new requests over \$10,000 split into two categories. The first categories are operational requests, and the second category are personnel requests. Our personnel requests will need to be discussed after the council discusses priorities with our employee recruitment and retention program. Staff wanted to present these items to the council as a high-level overview to familiarize you with them and give you a chance to ask staff questions. The goal is not to make decisions during this meeting.

**Category 1 – New operational requests over \$10,000**

New HRIS System	\$ 45,950	New HRIS system to replace old systems and improve efficiency
Facilities Maintenance	\$ 25,000	Park and Rides and station 33 land maintenance
Dispatch Service Change	\$ 253,000	Combined Police and Fire cost to switch to Layton Dispatch Center
New AI reporting tool for police reports	\$ 45,000	AI technology to improve efficiency, quality, and prosecution of cases.
Ambulance Billing	\$ 30,000	Increased DOH fee and first professional collection fee
Health & Safety & Mental Health	\$ 15,000	
Trailer, sound system, paint walls, scoreboards	\$ 43,500	
Stage Rental and Increase in Fireworks show	\$ 14,000	
Metering Data - Sensus Analytics and RNI	\$ 55,000	State mandate to provide data to customers.
Public Works Facility Concept Plan	\$ 50,000	Design for new building
<b>Total</b>		<b>\$576,450</b>

Items in white are general fund expenses and items in green are utility fund expenses.

**Category 2 – New personnel requests**

4 new crossing guards - Part-time	\$ 36,000	4 new crossing guards for new DSD school on 2000 West
Convert crossing guard into Crossing Guard Coordinator	\$ 8,500	Convert existing crossing guard into Crossing Guard Coordinator
Convert Admin Prof. to Records Supervisor	\$ 8,000	Convert existing admin professional to records supervisor
Fire Engineer - Full-time	\$ 154,580	Station 32 - Budget at top of scale
Fire Engineer - Full-time	\$ 132,310	Station 32 - Budget at middle of scale
Fire Engineer - Full-time	\$ 108,730	Station 32 - Budget at bottom of scale
Firefighter III / Paramedic - Full-time	\$ 132,310	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Firefighter III / Paramedic - Full-time	\$ 132,310	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Firefighter III / Paramedic - Full-time	\$ 116,590	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Firefighter III / Paramedic - Full-time	\$ 116,590	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Firefighter III / Paramedic - Full-time	\$ 99,560	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Firefighter III / Paramedic - Full-time	\$ 99,560	Station 32 - Budget 2 at top, 2 in the middle, 2 at bottom
Fire Inspector - Part-time	\$ 31,500	
Park Maintenance Worker I - Full-time	\$ 80,000	Regional Park Phase 1, Dog Park, Added Trails, Monument signs, etc
Park Maintenance Worker I - Full-time	\$ 80,000	
Park Maintenance Worker I - Full-time	\$ 80,000	
Park Maintenance Worker I - Full-time	\$ 80,000	
New Secondary Water Superintendent	\$ 10,000	
Discuss 4 secondary maintenance workers - complete proj	??	Secondary Meter Project is ending. Discussion on staffing going forward.
<b>Total</b>		<b>\$ 1,506,540</b>

The Mayor reviewed the staff memo and explained for item J1 the new dispatch service charge is something the City must do and asked the Council if they had any questions regarding new requests over \$10,000. The Council did not have any further questions pertaining to item J1.

The Mayor introduced item J2 and facilitated discussion among the Council regarding new staffing requests.

Councilmember Pollard stated that the 4 new part-time crossing guards are necessary from his understanding. The Mayor explained that the new school in the City will require the 4 part-time crossing guards and the Crossing Guard Coordinator

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is a new position but it would give time back to a sworn officer. Mayor Maughan spoke to the Fire Fighter positions and said the Council could consider waiting another year and seeing if the legislation would pay for those positions.

Assistant City Manager Marshall noted that the Parks and Recreation Department has requested a full-time administrative professional to staff the parks maintenance facility and that was not included in the new personnel requests chart, but he will add that before the budget retreat for the Council to review.

Councilmember Cragun asked when will the Council discuss the employee recruitment and retention program. The Mayor answered and explained that City Manager Bovero will present that information at the budget retreat.

The meeting adjourned at 8:22 p.m.

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Dave Maughan  
Mayor

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Cassie Z. Brown, MMC  
City Recorder

Date approved: April 14, 2026