



SYRACUSE CITY

Syracuse City Council Business Meeting

July 14, 2026 – 6:00 p.m.

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

Electronic Via [Zoom](#)

Connect via telephone: +1-301-715-8592 US, meeting ID: 863 9198 3025

Streamed on Syracuse City [YouTube Channel](#)

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 July 14, 2026. Comments submitted by the deadline will be read for the record of the meeting.*)
3. Recognition: (5 min.)
 - a. Presentation of the Utah Supervisory Fire Officer Designation to Captain Colt Cottrell.
 - b. Introduction of Miss Syracuse Royalty and administration of the Oath of Office.
4. Approval of minutes:
 - a. June 9, 2026 Regular City Council Business Meeting.
 - b. June 9, 2026 Special Redevelopment Agency Meeting.
 - c. June 9, 2026 Special Municipal Building Authority Meeting.
 - d. June 23, 2026 City Council Work Session.
 - e. June 29, 2026 Special City Council Business Meeting.
5. Consent agenda: (2 min.)
 - a. Proposed Ordinance 2026-13 amending Section 8.10.170 of the Syracuse Municipal Code (SMC) pertaining to issuance of a building permit.
 - b. Proposed Ordinance 2026-14 amending Sections 4.50.010, 4.50.022, and 10.92.040 of the Syracuse Municipal Code (SMC) to adopt a Single-Stream Recycling Program for multi-family residential communities.
 - c. Authorize Administration to execute 2026 Interlocal Cooperation Agreement between Davis County Cities and Davis County (Davis Stormwater Coalition) for the UPDES General Permit.
 - d. Proposed Resolution R26-29 proclaiming commitment to volunteerism in Syracuse City.
6. Public hearing: Proposed Resolution R26-30 authorizing the adoption of the 2026 Storm Water Management Program (SWMP) for Syracuse City, Utah. (10 min.)
7. Proposed Ordinance 2026-15 amending Section 10.100 of the Syracuse Municipal Code pertaining to the Town Center Overlay Zone. (10 min.)
8. Proposed Ordinance 2026-16 amending Section 10.20.090 of the Syracuse Municipal Code pertaining to Site Plan Review. (10 min.)
9. Proposed Resolution R26-31 adopting an amended Syracuse City Recruitment and Retention Policy. (10 min.)
10. Proposed Ordinance 2026-17 amending Syracuse Municipal Code (SMC) Section 11.20.060 and adopting SMC Section 11.20.075 pertaining to parking regulations for park-and-ride lots. (10 min.)
11. Discussion regarding process for selling property at 546 W. 2525 S. (10 min.)
12. 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 July 14, 2026. Comments submitted by the deadline will be read for the record of the meeting.*)
13. Mayor/Council announcements.
14. 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 9TH day of July, 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 June 4, 2026.

CASSIE Z. BROWN, MMC
SYRACUSE CITY RECORDER



COUNCIL AGENDA

July 14, 2026

Agenda Item #3a

Presentation of the Utah Supervisory Fire Officer Designation to Captain Colt Cottrell (5 min)

Factual Summation

Captain Colt Cottrell has been awarded the Utah Supervisory Fire Officer Designation as outlined by the International Association of Fire Chiefs and adopted by the Utah Commission on Fire Officer Designation.

Captain Cottrell has combined hundreds of hours of training, education, and experience to meet the requirements for this designation. His hard work and commitment to this process show his dedication not only to the Utah State Fire Service but also to Syracuse City and our department.

Please join me in congratulating Captain Cottrell on attaining this designation.

Action Items

The following items outline the actions to be taken:



CITY COUNCIL

AGENDA





July 14, 2026

Agenda Item #3b

Introduction of Miss Syracuse Royalty and administration of the Oath of Office

Factual Summation

The 2026–2027 Miss Syracuse Scholarship Pageant royalty is:

-  **Miss Syracuse: McKayla Redmond**
-  **1st Attendant: Brooklyn Bybee**
-  **2nd Attendant: Denali Dallin**
-  **Heart of Syracuse Award: Avarie McArthur**

Administrative Services Director/City Recorder Cassie Brown will administer the Oath of Office for Miss Syracuse royalty.



CITY COUNCIL

AGENDA

July 14, 2026

Agenda Item #4

Approval of Minutes.

Factual Summation

- Please see the draft minutes of the following meeting(s):
 - a. June 9, 2026 City Council Business Meeting.
 - b. June 9, 2026 Special Redevelopment Agency (RDA) Business Meeting.
 - c. June 9, 2026 Special Municipal Building Authority (MBA) Meeting.
 - d. June 23, 2026 City Council Work Session Meeting.
 - e. June 29, 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 June 9, 2026

2
3 Minutes of the Regular Meeting of the Syracuse City Council, held on June 9, 2026, at 6:00 p.m., in a hybrid in-
4 person/electronic format via Zoom, meeting ID 876 2042 4654, 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 Abraham Pollard
10 Julie Robertson
11 Paul Watson

DRAFT

12
13 Mayor Dave Maughan
14 City Manager Brody Bovero
15 Administrative Services Director/City Recorder Cassie Brown

16
17 Excused: Councilmember Brett Cragun

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19 City Employees Present:

20 Assistant City Manager Stephen Marshall
21 City Attorney Colin Winchester
22 Police Chief Alex Davis
23 Fire Chief Aaron Byington
24 Parks and Recreation Director Kresta Robinson
25 Public Works Director Robert Whiteley
26 Community and Economic Development Director Noah Steele
27 Deputy Fire Chief Jo Hamblin

28
29 1. Meeting Called to Order

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

33 COUNCILMEMBER ROBERTSON MOVED TO ADOPT THE AGENDA. COUNCILMEMBER WATSON
34 SECONDED THE MOTION, ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

35
36 2. Public comment

37 Shane Crowton offered comments in anticipation of Item 11 regarding freeway signage. Mr. Crowton encouraged the
38 Council to incorporate dark sky elements into any signage ordinance, citing Syracuse's identity as a gateway to Antelope Island.
39 He expressed appreciation for the sign examples shown in the meeting packet and further suggested that monument signs
40 proposed near the Antelope Drive and 3000 West development—which he noted featured internally lit, 5000-kelvin
41 backlighting—be made dark sky compliant as well, given the cumulative ambient light already anticipated from street lights
42 and parking lot lighting in that area.

43 Administrative Services Director/City Recorder Brown read the following emailed public comment:

44 “Dear Mayor Maughan and members of the Syracuse City Council, I would like to submit the following public

City Council Regular meeting
June 9, 2026

1 comment regarding the FY 2027 budget, utility fee increases, and future transportation utility fee discussions. First, I would
2 like to thank Mayor Mann for addressing my previous public comment during the May 26th work session. I appreciate the
3 clarification that the population projections contained within the water use and conservation element are planning scenarios
4 rather than growth targets and that future growth levels will ultimately be determined by decisions made by current and future
5 city councils.

6 After reviewing the June 9th meeting packet, my primary concern is the cumulative financial impact that appears to be
7 developing for Syracuse residents. The proposed utility fee adjustments total approximately \$7.89 per month along with a new
8 paper billing fee for residents who continue to receive mailed utility statements. In addition, the council is actively discussing
9 a future transportation utility fee to address road maintenance needs. While I understand the need to maintain critical
10 infrastructure and public services, I hope the council carefully considers the total impact these increases may have on families
11 who are already facing higher costs for housing, insurance, utilities, and everyday living expenses.

12 I was particularly interested in the discussion regarding road maintenance funding. The information presented clearly
13 demonstrates that proactive maintenance is far less expensive than allowing roads to deteriorate to the point of reconstruction.
14 I appreciate the council's willingness to address this issue before it becomes an even larger financial burden in the future. At
15 the same time, I would encourage the council to continue examining whether growth is fully paying for itself. Many of the
16 infrastructure challenges discussed in recent meetings, including roads, water infrastructure, public safety services, parks, and
17 other capital needs are directly tied to a growing community. As future funding mechanisms are considered, I hope the city
18 continues to evaluate how much of these costs should be borne by new development versus existing residents.

19 I appreciate the transparency that city staff and the Council have shown throughout the budget process and thank you
20 for your service to our community. Respectfully, Eric Wilson."

21
22 3. Approval of minutes.

23 The following minutes were reviewed by the City Council: April 28, 2026 Special City Council Business Meeting,
24 May 12, 2026 City Council Business Meeting, May 26, 2026 City Council Work Session, and May 26, 2026 Special City
25 Council Business Meeting.

26 COUNCILMEMBER POLLARD MADE A MOTION TO APPROVE THE MINUTES LISTED ON THE
27 AGENDA AS PRESENTED. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTED IN FAVOR.
28 Councilmember Cragun was not present when this vote was taken.

1
2 4a. Common consent: Authorize Administration to execute Franchise
3 Agreement with Forged Fiber 37, LLC.

4 An administrative staff memo explained Forged Fiber desires to provide telecommunication services within City and
5 in connection therewith to establish a telecommunications network in, under, along, over, and across City’s present and future
6 streets, alleys, easements, and Public Ways, consisting of telecommunication lines, cables, and all necessary appurtenances
7 With this agreement, Forged Fiber agrees to pay a 3.5% franchise tax in accordance with the Municipal Telecommunication
8 License Tax Act (Utah Code Ann. 10-1-401 to 10-1-410). The first term of this Agreement shall be for a period of ten (10)
9 years, and will continue thereafter on a year-to-year basis unless either party provides written notice to the other party one
10 hundred twenty (120) days’ notice of its intent to renegotiate the terms and conditions of this Agreement. All additional terms
11 and extensions will be negotiated upon terms and conditions acceptable to both parties. The City has franchise agreements with
12 other companies that provide telecommunications services in the city. This is a common practice in cities across Utah.

13 COUNCILMEMBER BROWN MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE
14 FRANCHISE AGREEMENT WITH FORGED FIBER 37, LLC. COUNCILMEMBER POLLARD SECONDED THE
15 MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

16
17 4b. Common consent: Proposed Ordinance 2026-13 repealing Section
18 4.55.20 of the Syracuse Municipal Code (SMC) pertaining to hours of
19 operation.

20 An administrative staff memo explained Current Syracuse Municipal Code Section 4.55.020 establishes (by
21 ordinance) the hours that City Hall will be available for public use. The hours of public availability for City Hall are best left
22 to the City Manager or designee. If deemed appropriate, the hours of availability can then be changed from time to time
23 without the formal process of amending an ordinance. It is therefore proposed that Municipal Code Section 4.55.020 be
24 repealed.

25 COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2026-13 REPEALING
26 SECTION 4.55.20 OF THE SYRACUSE MUNICIPAL CODE (SMC) PERTAINING TO HOURS OF OPERATION.
27 COUNCILMEMBER POLLARD SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not
28 present when this vote was taken.

1 5. Common consent: Proposed Resolution R26-28 appointing Planning

2 Commissioners.

3 An administrative staff memo explained that at the time the meeting packet was published, Mayor Maughan was in
4 the process of conducting interviews for individuals interested in being appointed to the Syracuse City Planning Commission;
5 the terms of appointment for Kelly Nielson and Michael Scott Shea expire at the end of June 2026. Mayor Maughan will
6 provide the names of the individuals he is recommending for appointment during the meeting.

7 Mayor Maughan nominated Kelly Nielsen for his first full term, having previously served out the remainder of a prior
8 Commissioner's term, and Courtney Haddock as a new Commissioner. The Mayor noted that Ms. Haddock holds a background
9 in architecture, works for Salt Lake-based firm FFKR, and is pursuing legal coursework with a focus on planning.

10 COUNCILMEMBER WATSON MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-28
11 APPOINTING PLANNING COMMISSIONERS. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL
12 VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

13
14 6. Public hearing: Proposed Ordinance 2026-10 approving Fiscal Year

15 (FY) 2027 compensation increases for Executive Municipal Officers.

16 An administrative staff memo explained State Law 10-3-818 requires “The elective and statutory officers of
17 municipalities shall receive the compensation for their services that the governing body fixes by ordinance adopting
18 compensation or compensation schedules enacted after public hearing.” This includes the city manager, assistant city manager,
19 city attorney, department heads, and assistant department heads. Before a governing body may adopt a final budget or a final
20 amended budget that includes a compensation increase for an executive municipal officer, the governing body shall:

21 (i) hold a public hearing on the compensation increase; and

22 (ii) publish notice of the time, place, and purpose of the public hearing:

23 (A) for at least seven days before the date of the public hearing; and

24 (B) as a class A notice under Section 63G-30-102.

25 A public hearing under Subsection (2)(c)(i):

26 (i) shall be held separate from any other public hearing; and

27 (ii) may be held the same day as another public hearing, including immediately before or after the other public
28 hearing.

Below is a list of percentage increases of those positions identified above. Some positions are eligible for a benchmark adjustment that is completed biannually across half the departments each year.

Title	Benchmark Adjustment	Merit Increase	Total Increase
City Manager	2.6%	Up to 1.77%	Up to 4.37%
Assistant City Manager	2.6%	Up to 1.77%	Up to 4.37%
City Attorney	2.6%	Up to 1.77%	Up to 4.37%
CED Director	4.1%	Up to 1.77%	Up to 5.87%
Admin Services Director / City Recorder	2.6%	Up to 1.77%	Up to 4.37%
Public Works Director	2.6%	Up to 1.77%	Up to 4.37%
Parks & Rec Director	6.05%	Up to 1.77%	Up to 7.82%
Asst Parks & Rec Director	6.05%	Up to 1.77%	Up to 7.82%
Police Chief	5.25%	Up to 1.77%	Up to 7.02%
Assistant Police Chief	7.0%	Up to 1.77%	Up to 8.77%
Fire Chief	2.6%	Up to 1.77%	Up to 4.37%
Deputy Fire Chief	2.6%	Up to 1.77%	Up to 4.37%

Mayor Maughan opened the public hearing at 6:10 p.m. There were no persons appearing to be heard and the public hearing was closed.

Councilmember Watson noted that the compensation figures are already reflected in the budget to be considered later in the meeting, and that the Council continues to have ongoing discussions about future compensation structures and potential cost savings.

COUNCILMEMBER WATSON MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2026-10 APPROVING FISCAL YEAR (FY) 2027 COMPENSATION INCREASES FOR EXECUTIVE MUNICIPAL OFFICERS. COUNCILMEMBER BROWN SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

7. Public hearing: Proposed Resolution R26-24, adopting the Tentative Budget as the Final Budget for Fiscal Year (FY) 2026-2027, and accepting the certified tax rate from Davis County.

Mayor Maughan expressed frustration that the certified tax rate had not yet been formally delivered by Davis County, which places taxing authorities in the difficult position of voting on a rate they have not yet received. Assistant City Manager Steve Marshall clarified that Davis County has submitted its property valuations to the Utah State Tax Commission and is awaiting the Commission's approval before the rate can be set. The Mayor stated his personal view that the legislature should require this information to be delivered at least one month before taxing authorities are required to vote.

1 A staff memo from the Assistant City Manager explained as required by Utah Code Annotated 10-6-113, the governing
2 body shall establish the time and place of a public hearing to consider its adoption and shall order that notice of the public
3 hearing be published at least seven days prior to the public hearing. This requirement has been met since the City Council
4 adopted the tentative budget on May 12th and set a public hearing on June 9, 2026, to consider adoption of the final budget.
5 As required by Utah Code Annotated 10-6-118, “before June 30 of each fiscal period, or, in the case of a property tax increase
6 under Sections 59-2-919 through 59-2-923, before September 1 of the year for which a property tax increase is proposed, the
7 governing body shall by resolution or ordinance adopt a budget for the ensuing fiscal period for each fund for which a budget
8 is required under this chapter. The budget officer of the governing body shall certify a copy of the final budget and file with
9 the state auditor within 30 days after adoption.” This requirement will be met tonight with the approval of the budget and the
10 final budget will be certified and filed with the state auditor within 30 days of this date. The tentative budget proposal was
11 accepted on May 12th by the city council with a no tax increase option and with the following key budget decisions:

- Look for alternative revenue sources to fund the remaining 9 firefighters for station 32.
- Temporary measure reduction of recruitment and retention plan until the city council adopts a modified plan.
- Increase bond payments by 500k in impact fee fund to reduce the amount needed to be paid by the general fund. Temporary measure.
- Freeze two police staff positions for FY2027. Temporary savings of 240k.
- Create a new emergency dispatch utility fee of \$3.09 to fund the increase cost of switching to Layton City dispatch center.
- Increase the park maintenance utility fee by \$1.91 to fund 3 new parks positions to help with continued growth in our parks and trails systems including the regional park opening this fall.

21 These changes reduced the deficit down to \$330,000 with the decision to make up this difference with rainy day fund
22 balance reserve.

23 **Utility Fee Discussion – Potential Fee Increases Change Summary by Utility Fee**

<u>Utility Fund</u>	<u>Rate Change</u>
Park Maintenance Fee	\$1.91
Emergency Dispatch Fee	\$3.09
Secondary Water Fee	\$0.27
Storm Water Fee	\$0.39
Culinary Water Fee	\$2.01
Sewer Fee	\$0.22
Total Fee Change	\$7.89

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Change Summary by Expense

<u>Expense</u>	<u>Rate Change</u>	<u>Notes</u>
3 new parks employees	\$1.91	2 park maintenance works and admin
Emergency Dispatch Fees	\$3.09	Full cost of dispatch services
Water Supply Increases	\$1.23	Both Culinary and Secondary Water
Employee Comp and Benefits	\$0.86	Includes R & R, benefits increase
Fully Fund 5 Year IT Plan	\$0.32	20% portion of the 200k IT budget increase
Customer Portal	\$0.40	State Reporting Requirement
New Maintenance Superintendent	\$0.08	Promotion not a new position
Total Fee Change	\$7.89	

Mr. Marshall reviewed his staff memo.

Councilmember Watson emphasized for the public's benefit that the Council has worked diligently and has firmly decided not to propose a property tax increase for the coming fiscal year. The Mayor added that inflation has placed significant pressure on City budgets statewide, and that arriving at a budget without a tax increase was not an easy undertaking.

Mayor Maughan opened the public hearing at 6:16 p.m. There were no persons appearing to be heard and the public hearing was closed.

Councilmember Pollard commended City staff for their diligence and fiscal discipline throughout the budget process, and the Mayor echoed appreciation for both staff and the Council's efforts.

COUNCILMEMBER WATSON MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-24, ADOPTING THE TENTATIVE BUDGET AS THE FINAL BUDGET FOR FISCAL YEAR (FY) 2026-2027, AND ACCEPTING THE CERTIFIED TAX RATE FROM DAVIS COUNTY. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

8. Public hearing: Proposed Resolution R26-25, amending the Syracuse City Consolidated Fee Schedule by making adjustments throughout.

A staff memo from the Assistant City Manager listed the proposed changes to the consolidated fee schedule:

- Utility Rate Changes:
 - Emergency Dispatch Fee: New fee of \$3.09. New fee will pay for all costs associated with dispatch services including the increased cost to transition to the Layton emergency dispatch center.
 - Park Maintenance Fee: Increase of \$1.91 to fund 2 new park maintenance workers and an administrative professional for parks.

- 1 ▪ Culinary Water: Increase of \$2.01 for water rate increases from Weber Basin Water, moving 2 water
- 2 employees from secondary water, customer portal requirements, benchmarks, and benefits.
- 3 ▪ Secondary Water: Increase of \$0.27 for water rate increases from irrigation companies, moving 2
- 4 water employees to culinary water, customer portal requirements, benchmarks, and benefits.
- 5 ▪ Storm Water: Increase by \$0.39 for benchmarks and benefits.
- 6 ▪ Sewer Fund: Increase by \$0.22 for benchmarks and benefits.
- 7 ▪ Add \$2 paper utility bill fee – effective October 1, 2026
- 8 • Other Changes
- 9 ▪ Removed several fees that we have not used in a long time. We don't see a need to keep them in
- 10 the fee schedule.

11 Mayor Maughan referenced the points raised by Mr. Wilison during the public comment period and noted the fee
12 adjustments are intended to support infrastructure upkeep and do not divert funds elsewhere.

13 Mr. Marshall reviewed his staff memo and drew the Council's attention to a concessionaire fee of \$250 per month
14 listed on page 232 of the packet, noting that the Council had previously resolved not to allow the rental of park spaces for
15 commercial concession purposes. He recommended removing the fee from the schedule for consistency, as its presence could
16 be interpreted as authorizing a practice the Council has discontinued. The Council agreed and directed that the fee be removed
17 as part of the motion.

18 Mayor Maughan opened the public hearing at 6:21 p.m. There were no persons appearing to be heard and the public
19 hearing was closed.

20 COUNCILMEMBER ROBERTSON MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-25,
21 AMENDING THE SYRACUSE CITY CONSOLIDATED FEE SCHEDULE BY MAKING ADJUSTMENTS
22 THROUGHOUT, AND BY REMOVING THE CONCESSIONAIRE FEE FROM THE DOCUMENT. COUNCILMEMBER
23 POLLARD SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote
24 was taken.

25
26 9. Proposed Resolution R26-26, adopting an updated Syracuse City Wage
27 Scale for Fiscal Year (FY) 2026-2027.

A staff memo from the Assistant City Manager explained Proposed benchmark adjustments for CED, Police, and Parks and Recreation are included in the wage scale. Refer to discussion on the recruitment retention policy for possible changes to future benchmarking. Other changes made to positions in the wage scale:

- Added Full-time Environmental Crew Leader
- Added Part-time Maintenance Workers II and III

The updates to the wage scale will become effective for the new budget year starting July 1, 2026.

Mr. Marshall reviewed his staff memo and identified one correction to the draft: the wage scale for the front desk receptionist position contained a data error. The corrected range is \$15.48 to \$20.78 per hour, replacing the draft figures of \$15.88 to \$21.33 per hour.

COUNCILMEMBER WATSON MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-26, ADOPTING AN UPDATED SYRACUSE CITY WAGE SCALE FOR FISCAL YEAR (FY) 2026-2027, INCLUDING THE CORRECTION OF THE FRONT DESK RECEPTIONIST WAGE SCALE TO \$15.48 TO \$20.78 PER HOUR. COUNCILMEMBER BROWN SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

10. Proposed Resolution R26-27, authorizing and directing the participation of Syracuse City in the Public Employees Retirement System and the Public Safety Retirement System of the Utah Retirement Systems (URS) for Fiscal Year (FY) 2026-2027.

A staff memo from the Assistant City Manager explained the City is required by Utah Code Title 49, Chapters 11-15 to pay retirement for full-time employees. Each year, the City is required to certify the contribution rates that will be paid for retirement to Utah Retirement Systems (URS) for full-time employees. These rates vary depending on which system the employees are in and when they were hired. The City currently participates in nine different retirement programs offered by URS. This includes police, fire, and administrative staff as well as tier I and tier II employees. They are outlined below and in the URS rates table attached.

Local Government Employee	Tier I – DB	14.97%
Local Government Employee	Tier II – DB Hybrid	13.19%
Local Government Employee	Tier II – DC	13.19%
Public Safety – Police	Tier I – DB	32.54%
Public Safety – Police	Tier II – DB Hybrid	30.31%
Public Safety – Police	Tier II – DC	24.33%
Public Safety – Fire	Tier I – DB	16.66%

Public Safety – Fire	Tier II – DB Hybrid	20.06%
Public Safety – Fire	Tier II – DC	14.08%

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Mr. Marshall reviewed his staff memo.

Councilmember Pollard expressed support for the resolution, emphasizing the importance of demonstrating the City's commitment to its employees and first responders.

COUNCILMEMBER POLLARD MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-27, AUTHORIZING AND DIRECTING THE PARTICIPATION OF SYRACUSE CITY IN THE PUBLIC EMPLOYEES RETIREMENT SYSTEM AND THE PUBLIC SAFETY RETIREMENT SYSTEM OF THE UTAH RETIREMENT SYSTEMS (URS) FOR FISCAL YEAR (FY) 2026-2027. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not present when this vote was taken.

11. Proposed Ordinance 2026-11 amending Section 10.45 of the Syracuse Municipal Code (SMC) pertaining to sign and lighting regulations.

A staff memo from the Community and Economic Development (CED) Department explained the City has received a request from Kendall Hawkins of Colliers to amend the city's signage ordinance. The City's signage ordinance is found in chapter 10.45 'Sign and Lighting Regulations'. The goal of the ordinance is to require signs that are aesthetically pleasing, harmonious to the built environment, not excessive or confusing, not hazardous to motorists or pedestrians, approve the appearance of the City, and safeguard property values. The applicant/developer is requesting taller/larger signage than what is allowed by current ordinance. They claim that the elevated freeway limits visibility to their signage. Please see attached for their proposed signage package and existing ordinance (see highlighted for areas in conflict with proposed signage.) The City Council reviewed the item during their meeting on April 28, 2026 and expressed support for some sort of amendment. The Planning Commission discussed the item on May 5, 2026, but tabled the item following an inconclusive motion that failed to gather a required four affirmative votes. A public hearing was also held the same night where a member of the public expressed opposition to the proposed change. The Planning Commission resumed discussion on May 19, 2026 and is forwarding a recommendation to approve the attached proposed amendment to the signage ordinance.

CED Director Steele reviewed his staff memo and concluded the goal of this discussion is to decide if an amendment to the sign ordinance is appropriate and vote to either approve, approve with modifications, table, or deny the request.

1 The Mayor facilitated Council discussion/debate of the Planning Commission's recommended conditions at length
2 and the body ultimately agreed to modify several of them:

- 3 • Dark Sky Elements: The Mayor expressed concern that prescriptive dark sky standards—particularly
4 brightness caps measured in nits—are effectively unenforceable, as light output varies with bulb age and
5 replacement, and it is unclear from where measurements would be taken. He also noted that the City already
6 uses backlit lettering on its own entryway signs, and that he had personally visited Antelope Island at night
7 and was not able to identify nearby commercial signage as a threat to the island's dark sky certification. The
8 Council agreed to strike the enumerated dark sky conditions from the ordinance, noting that the City's existing
9 dark sky code already applies broadly and that businesses have voluntarily proposed limiting illumination to
10 logo areas only.
- 11 • Sign Height and Location: The Council debated whether the 50-foot allowance should be tied specifically to
12 proximity to a freeway ramp or more broadly to any elevated freeway. Councilmember Pollard,
13 Councilmember Watson, and the Mayor generally agreed that 50 feet was a reasonable and not visually
14 intrusive height, and that the right framework is to allow the height wherever a business is adjacent to an
15 elevated freeway interchange—regardless of whether there is a ramp immediately adjacent. City Attorney
16 Colin Winchester cautioned that defining a specific numerical elevation threshold could be considered
17 arbitrary and capricious, and recommended leaving the language more general, using the term "elevated,"
18 with specific cases to be evaluated administratively. The Council agreed to replace the ramp-specific
19 language with reference to an elevated freeway interchange.
- 20 • Equal Sign Representation: The Council agreed to strike the Planning Commission's condition requiring a
21 minimum of five equally-sized sign locations on any freeway sign structure, finding it an overreach into
22 private property and business arrangements.
- 23 • Planning Commission Review: After brief debate, the Council determined that requiring Planning
24 Commission review of each freeway sign would add unnecessary delay for businesses. The Council directed
25 that freeway sign applications be handled through staff administrative review, consistent with how other sign
26 compliance matters are processed.

27 The Mayor also confirmed that the ordinance does not authorize off-premise advertising signs, which remain
28 prohibited, consistent with Utah scenic byway restrictions. The intent is solely to allow on-premise signage for businesses that
29 abut an elevated freeway.

1 COUNCILMEMBER POLLARD MADE A MOTION TO ADOPT ORDINANCE 2026-11 AMENDING SECTION
2 10.45 OF THE SYRACUSE MUNICIPAL CODE (SMC) PERTAINING TO SIGN AND LIGHTING REGULATIONS
3 WITH MODIFICATIONS TO: ALLOW UP TO 50 FEET IN HEIGHT FOR SIGNS ADJACENT TO AN ELEVATED
4 FREEWAY INTERCHANGE; REMOVE THE DARK SKY ENUMERATION REQUIREMENTS; REMOVE THE EQUAL-
5 SIZE AND MINIMUM SIGN COUNT CONDITIONS; AND REMOVE THE PLANNING COMMISSION REVIEW
6 REQUIREMENT IN FAVOR OF STAFF ADMINISTRATIVE REVIEW. COUNCILMEMBER WATSON SECONDED
7 THE MOTION; ALL VOTED IN FAVOR, WITH THE EXCEPTION OF COUNCILMEMBER ROBERTSON, WHO
8 VOTED IN OPPOSITION. Councilmember Cragun was not present when this vote was taken.

9
10 12. Proposed Ordinance 2026-12 amending the Syracuse City General
11 Plan by adding a Water Use and Conservation Element.

12 A staff memo from the Community and Economic Development (CED) Department explained the Utah Legislature
13 has enacted SB110 (2022) and SB76 (2023), requiring municipalities to formally integrate water supply, use, and conservation
14 planning into their General Plans. This law requires municipalities to analyze the relationship between land use decisions and
15 water usage. As part of this requirement, each city must evaluate whether it has sufficient water resources to accommodate
16 projected growth. Syracuse City has been diligent in planning ahead with its water infrastructure. The City has adopted system
17 plans for both its culinary water and secondary water systems, along with a water conservation plan. All three plans are publicly
18 available on the City's website. In addition, the City collects water shares, impact fees, and connection fees with all new
19 development to ensure long-term water sustainability. Attached is a proposed amendment to the General Plan that is intended
20 to satisfy the state's requirement to incorporate a water use element. In accordance with state law, amendments to the General
21 Plan must be reviewed by the Planning Commission, presented in a public hearing, and formally adopted by the City Council
22 through ordinance. This item has been discussed with the Planning Commission on October 7, 2025. A public hearing was
23 also held that night. They are forwarding a recommendation for approval. The City Council also discussed this item on May
24 25, 2026 during their work meeting.

25 CED Director Steele reviewed his staff memo and concluded the purpose of this discussion item is to review and
26 consider the proposed General Plan text amendment incorporating the Water Use and Conservation Element. The discussion
27 should determine whether the draft amendment sufficiently addresses state requirements and local needs.

28 COUNCILMEMBER POLLARD MADE A MOTION TO ADOPT ORDINANCE 2026-12 AMENDING THE
29 SYRACUSE CITY GENERAL PLAN BY ADDING A WATER USE AND CONSERVATION ELEMENT.

1 COUNCILMEMBER BROWN SECONDED THE MOTION; ALL VOTED IN FAVOR. Councilmember Cragun was not
2 present when this vote was taken.

3

4 13. Public comments

5 There were no additional public comments.

6

7 Mayor Maughan recessed the meeting at 7:01 p.m. to allow the Council to convene as the Redevelopment Agency
8 (RDA) and Municipal Building Authority (MBA). The meeting reconvened at 7:04 p.m.

9

10 13. Mayor/Council reports and announcements

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

13

14 COUNCILMEMBER BROWN MADE A MOTION TO ADJOURN. COUNCILMEMBER WATSON SECONDED
15 THE MOTION ALL VOTED IN FAVOR TO ADJOURN. Councilmember Cragun was not present when this vote was taken.

16

17

18 The meeting adjourned at 7:21 p.m.

19

20

21

22

23 _____
24 Dave Maughan
25 Mayor

23 _____
24 Cassie Z. Brown, MMC
25 City Recorder

26 Date approved: _____

1 Minutes of the Syracuse City Redevelopment Agency Special Meeting, June 9, 2026.

2
3 Minutes of the Special Meeting of the Syracuse City Redevelopment Agency of June 9, 2026, at 7:02 p.m., held in a
4 hybrid in-person/electronic format via Zoom, meeting ID 876 2042 4654, 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
6 Meetings Act Amendments, signed into law on June 25, 2020.

7
8 Present: Members: Andrea Brown
9 Abraham Pollard
10 Julie Robertson
11 Paul Watson

DRAFT

12
13 Mayor Dave Maughan
14 City Manager Brody Bovero
15 Administrative Services Director/City Recorder Cassie Z. Brown

16
17 Excused: Boardmember Brett Cragun

18
19 City Employees Present:
20 Assistant City Manager Stephen Marshall
21 City Attorney Colin Winchester
22 Fire Chief Aaron Byington
23 Police Chief Garret Atkin
24 Parks and Recreation Director Kresta Robinson
25 Public Works Director Robert Whiteley
26 Communications Specialist Kara Finley

27
28 1. Meeting Called to Order/Adopt Agenda

29 Mayor Maughan called the meeting to order at 7:02 p.m. as a special meeting, with notice of time, place, and agenda
30 provided 24 hours in advance to the newspaper and each Boardmember.

31
32 2. Public Hearing: Proposed Resolution RDA 26-01 adopting the annual
33 budget for the Fiscal Year (FY) 2026-2027, as required by 17C-1-601,
34 Utah Code Annotated, 1953.

35 A staff memo from the Assistant City Manager explained the City Council and Mayor are the acting board members
36 for the Redevelopment Agency (RDA). The RDA is a separate legal entity and has a separate budget proposal that requires
37 approval by resolution. The RDA board oversees two RDA areas (Town Center and 750 West), the State Road (SR) 93
38 Economic Development Area (EDA), and the Antelope Drive Community Development Area (CDA), the 2500 West
39 Community Reinvestment Area (CRA), and the Syracuse West Davis Corridor (WDC) gateway CRA.

40 Mayor Maughan opened the public hearing at 7:03 p.m.; there were no persons appearing to be heard and the public
41 hearing was closed.

42 BOARDMEMBER WATSON MADE A MOTION TO ADOPT RESOLUTION RDA 26-01 ADOPTING THE
43 ANNUAL BUDGET FOR THE FISCAL YEAR (FY) 2026-2027, AS REQUIRED BY 17C-1-601, UTAH CODE

Redevelopment Agency Special Meeting
June 9, 2026

1 ANNOTATED, 1953. BOARDMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

2 Boardmember Cragun was not present when this vote was taken.

3

4 At 7:03 P.M., MAYOR MAUGHAN DECLARED THE MEETING ADJOURNED.

5

6

7

8 _____
Dave Maughan

9 Mayor

10

11 Date approved: _____

Cassie Z. Brown, MMC

City Recorder

1 Minutes of the Syracuse City Municipal Building Authority Special Meeting, June 9, 2026

2
3 Minutes of the Special Meeting of the Syracuse City Municipal Building Authority June 9, 2026, at 7:03 p.m., held
4 in a hybrid in-person/electronic format via Zoom, meeting ID 876 2042 4654, in-person in the City Council Chambers at
5 1979 W. 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and
6 Public Meetings Act Amendments, signed into law on June 25, 2020.

7
8 Present: Trustees: Andrea Brown
9 Abraham Pollard
10 Julie Robertson
11 Paul Watson

DRAFT

12
13 President Dave Maughan
14 City Manager Brody Bovero
15 Administrative Services Director/City Recorder Cassie Z. Brown

16
17 Excused: Trustee Brett Cragun

18
19 City Employees Present:

20 Assistant City Manager Stephen Marshall
21 City Attorney Colin Winchester
22 Fire Chief Aaron Byington
23 Police Chief Garret Atkin
24 Parks and Recreation Director Kresta Robinson
25 Public Works Director Robert Whiteley
26 Community and Economic Development Director Noah Steele
27 Communications Specialist Kara Finley

28
29 1. Meeting Called to Order/Adopt Agenda.

30 President Maughan called the meeting to order at 7:03 p.m. as a special meeting, with notice of time, place, and
31 agenda provided 24 hours in advance to the newspaper and each Trustee.

32
33 2. Public Hearing- Proposed Resolution MBA26-01 adopting the annual
34 budget for the Fiscal Year 2026-2027 as required by section 17D-3-107,
35 Utah Code Annotated, 1953.

36 A staff memo from the Assistant City Manager explained the City Council and Mayor are the acting board members
37 for both the Municipal Building Authority (MBA). The MBA is a separate legal entity and has a separate budget proposal
38 that requires approval by resolution.

39 President Maughan opened the public hearing at 7:03 p.m. There were no persons appearing to be heard and the
40 public hearing was closed.

41 TRUSTEE ROBERTSON MADE A MOTION TO ADOPT RESOLUTION MBA26-01 ADOPTING THE
42 ANNUAL BUDGET FOR THE FISCAL YEAR 2026-2027 AS REQUIRED BY SECTION 17C-1-601, UTAH CODE
43 ANNOTATED, 1953. TRUSTEE CRAGUN SECONDED THE MOTION; ALL VOTED AYE.

Special MBA Meeting
June 9, 2026

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8

At 7:04 P.M. PRESIDENT MAUGHAN DECLARED THE MEETING ADJOURNED.

Dave Maughan
President

Cassie Z. Brown, MMC
City Recorder

Date approved: _____

Minutes of the City Council Work Session of the Syracuse City Council, held on May 26, 2026 at 6:10 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 858 2273 4897, 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 (arrived at 6:17 p.m.)
Brett Cragun
Paul Watson
Abraham Pollard
Mayor Dave Maughan
City Manager Brody Bovero
Deputy City Recorder Marisa Graham

DRAFT

Excused: Councilmember Julie Robertson

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; receive report from the Victim Advocate; pre-application consultation with City Council, Rick Scadden of Blox Development; review proposed amendment to Syracuse Municipal Code (SMC) Section 8.10.170 pertaining to building permit issuance practices; discussion/review of possible amendments to Syracuse Municipal Code (SMC) Titles 4 and 10 to require recycling programs for multi-family residential communities; discussion regarding consideration to vacate a utility easement granted by Floyd Hamblin.; discussion/review of proposed Interlocal Cooperation Agreement between Davis County cities and Davis County (Davis Stormwater Coalition).; discussion/review of proposed amendments to the Syracuse City Storm Water Management Program (SWMP); discussion/review of options for Park-and-Ride parking lot regulations; discussion regarding options of pursuing “Just Serve” City designation; continued discussion/review of option to implement a Transportation Utility Fee; and discuss/review draft amendments to Syracuse City Recruitment and Retention Policy.

Public comments

Michael Christensen addressed the Council as a representative of Go Unite, a nonprofit focused on civic engagement serving Davis and Salt Lake County since 2021. Mr. Christensen highlighted the organization's 2025 accomplishments, including collecting approximately 95 large bags of trash from parks, coordinating 27 events, and engaging 88 to 200

1 volunteers. He also announced an upcoming free pop-up style community art event scheduled for July 22nd at the Syracuse
2 City Library, where community members may showcase up to two pieces of their artwork.

3
4 **Victim Advocate report.**

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

8 Ms. Hopkins used the aid of a PowerPoint presentation to report on the number of victims served in Syracuse City in
9 2025; she explained that while the combined total of victims served across all three cities Syracuse, Clinton, and Sunset showed
10 a slight overall decline, Ms. Hopkins explained that this was offset by a significant increase in the number of services provided
11 per victim, indicating that individual cases were requiring more intensive support. Regarding service categories, Ms. Hopkins
12 noted that information and referrals, emotional support and safety planning, and criminal justice assistance and advocacy all
13 saw marked increases. Domestic violence remained the leading victimization category in Syracuse for the current fiscal year,
14 followed by stalking and harassment, and child physical abuse and neglect. She noted that total victimization counts may exceed
15 total victim counts because a single victim may be subject to multiple crime categories.

16 Ms. Hopkins closed with a positive reflection on the impact of the work, sharing the story of a domestic violence
17 survivor who, on the morning of a follow-up interview, surprised Ms. Hopkins with roses as an expression of gratitude.

18 The Mayor and Council thanked Ms. Hopkins for her presentation.
19

20 **Planning item D1: Application for pre-application consultation with**
21 **City Council, Rick Scadden of Blox Development.**

22 A staff memo from the Community and Economic Development (CED) Director explained that the City has received
23 a request for a pre-application consultation. The request is from Rick Scadden of Blox Development. The purpose of this
24 discussion item is to provide input about the development opportunity.

25 Community and Economic Development (CED) Director Steele introduced the pre-application consultation process,
26 explaining that developers occasionally approach the City to gauge the Council's general disposition toward a potential rezone
27 or project before committing resources to detailed engineering and design. He noted the subject property is located at the
28 northwest corner of the city near the Shiners Bluff golf course, at the intersection of 193 and the West Davis Corridor.

1 Mayor Maughan invited Rick Scadden, the applicant to ask the Council questions regarding his proposed
2 development. Mr. Scadden began by raising the topic of potential city boundary adjustments between Syracuse and West Point
3 City, noting that the parcel is split between both cities. The Mayor firmly redirected the discussion, clarifying that a pre-
4 application consultation is limited to land use discussion and is not a forum for boundary change negotiations. The Mayor noted
5 that a boundary adjustment would require a separate agenda item and a formal county process.

6 Mr. Scadden then described his proposal to develop a multifamily residential project on the north side of SR 193, on
7 the portion of the property that lies within or adjacent to Syracuse City limits. Councilmember Pollard stated that he could not
8 support additional high-density housing in Syracuse, citing prior commitments made to the community regarding the strain
9 such development places on city services and public resources. Councilmember Watson echoed this sentiment, indicating he
10 would not have an appetite for a high-density rezone even if all the land were within Syracuse's boundaries.

11 CED Director Steele noted the property presents access challenges, with only a ride-in, ride-out access point from SR
12 193, and that the City's general plan designates the area for commercial use. The Mayor noted that residents in the adjacent
13 neighborhood have previously expressed strong opposition to any road connection from that area through to SR 193. The
14 consensus of the Council was that a multifamily project on this property would not be supported at this time.

15
16 **Planning item D2: Proposed amendment to Syracuse Municipal Code**
17 **(SMC) Section 8.10.170 pertaining to building permit issuance**
18 **practices.**

19 A staff memo from the Community and Economic Development (CED) Director explained that it has been the City's
20 practice to require that natural gas lines and electrical power lines be installed prior to the issuance of building permits within
21 a subdivision. However, that requirement is not included in current SMC 8.10.170, which lists several building permit
22 prerequisites. The oversight was brought to the City's attention when a subdivision developer recently requested several
23 residential building permits in a new subdivision in which natural gas lines and power lines had not yet been installed. It is
24 recommended that SMC 8.10.170 be amended to conform to the City's practice.

25 CED Director Steele reviewed his staff memo and presented a proposed text amendment to clarify that building
26 permits will not be issued for new subdivisions until gas and electric utility infrastructure is in place. He explained that while
27 this has been the City's standard practice, the existing ordinance language does not explicitly require gas and power as
28 conditions for permit issuance. A recent dispute with a developer prompted staff to codify this practice.

1 The CED Director and Mayor facilitated a high-level discussion among the Council that centered around the
2 consideration of whether the City should require that all essential utilities; including natural gas, electric power, water, and
3 sewer be stubbed to the street level within any new development, even if individual homes do not connect to all utilities at the
4 time of construction. Concern was raised that omitting infrastructure such as gas lines at the subdivision level could limit future
5 homeowners' options and potentially create costly retrofits. Public Works Director Robert Whiteley noted that having gas and
6 power installed prior to streetlights and street signs prevents damage to infrastructure during construction.

7 The Council felt comfortable with the proposed amendments and the Mayor directed staff to send this item to the
8 Planning Commission, with a recommendation to revise the ordinance to explicitly require natural gas and electric power as
9 part of the subdivision infrastructure prior to building permit issuance. The broader question of requiring all essential utilities
10 to be made available at the street level in all new developments will be coupled with this amendment and reviewed by the
11 Planning Commission simultaneously.

12
13 **Discussion/review of possible amendments to Syracuse Municipal Code (SMC) Titles 4 and 10 to require**
14 **recycling programs for multi-family residential communities.**

15 A staff memo from the City Attorney explained that in February 2025, the Council implemented single-stream curbside
16 recycling for all residences serviced by the City's waste management contractor. The Council did not include multi-family
17 residential communities at that time because the household waste from those residential units is collected and hauled away
18 pursuant to private contracts. The proposed ordinance requires existing and future multi-family residential communities to
19 implement a recycling program by January 1, 2027. The proposed ordinance also requires future multi-family residential
20 communities to include recycling dumpsters within their site plans. The site plan provision (SMC 10.92.040(F)) was the
21 subject of a public hearing before the Planning Commission on June 16, 2026. Following the public hearing, the Planning
22 Commission voted to recommend the site plan provision to the City Council for approval.

23 City Attorney Winchester presented the proposed amendments addressing recycling requirements for multifamily
24 residential developments. The proposal consists of two components; the first is a land use text amendment that has already been
25 reviewed and recommended by the Planning Commission. It would require all future multifamily developments to include a
26 site plan showing the location of an enclosed masonry receptacle area sufficient for both solid waste and recycling containers.

27 The second component addresses existing multifamily properties. Mr. Winchester proposed a compliance deadline of
28 January 1, 2027, providing approximately six months for property owners to arrange recycling collection services.
29 Requirements under this component include providing appropriately labeled recycling containers, ensuring at least weekly

1 collection by a private contractor, and establishing an education program for both new and existing tenants regarding recycling
2 practices.

3 The Council expressed general agreement with the proposed amendments. The Mayor indicated this item will move
4 forward to the consent agenda at the July business meeting for the Council to take action on.

5
6 **Consideration to vacate a utility easement granted by Floyd Hamblin.**

7 A staff memo from Administration explained that in 1982, Floyd Hamblin granted an easement for sewer and storm
8 drain that served the Ranchettes West Subdivision. In 2004 Tuscany Meadows Subdivision was built which allowed the sewer
9 and storm drain lines to be relocated along Doral Drive. North Davis Sewer District filed a quit claim to vacate their interest in
10 the utility easement, which gave full rights to Syracuse City. There is no city-owned storm drain in that easement, so the
11 easement serves no purpose for public infrastructure. A letter was sent out to each property owner indicating the city's
12 consideration to vacate the easement and inviting them to express any concerns. Responses received have been in support of
13 vacating the easement.

14 Public Works Director Whiteley presented a request from Stan Hamblin regarding a 20-foot-wide utility easement that
15 was originally granted for a storm drain and sewer line serving the Ranchettes subdivision. When the Tuscany Meadows
16 subdivision was later developed, the drain lines were relocated. The sewer district subsequently quit-claimed the easement to
17 Syracuse City, which has not maintained any infrastructure within it since. It is unclear whether an abandoned line remains in
18 place, though the City has no maintenance obligation over it.

19 Mr. Whiteley reported that letters were sent to all affected parties and that responses received by phone or email were
20 uniformly in favor of vacating the easement. City Attorney Winchester advised that state statute governs the process for vacating
21 public utility easements, which may require a public hearing and proper noticing. Staff will review the applicable statutory
22 requirements and coordinate with the City Recorder to determine the appropriate process and timeline. The Mayor concluded
23 that staff would work on noticing this public hearing and this item will move forward to the July 14 business meeting.

24
25 **Discussion/review of proposed Interlocal Cooperation Agreement**
26 **between Davis County cities and Davis County (Davis Stormwater**
27 **Coalition).**

28 A staff memo from the Public Works Director explained that the interlocal agreement is updated every five years,
29 which coincides with each new Utah pollutant discharge elimination system (UPDES) permit term. It allows the cities to work

1 together as Davis County Storm Water Coalition to share resources in the effort to prevent pollution in the storm water. This
2 agreement is required to implement the control measures of the storm water management program.

3 Public Works Director Whiteley explained that Syracuse City's five-year participation agreement with the Davis
4 Stormwater Coalition is expiring and requires renewal. The coalition is a cooperative group of Davis County cities working
5 together to satisfy the Environmental Protection Agency (EPA) and state stormwater permit requirements, primarily through
6 coordinated public messaging and education, because the renewal is structured as an interlocal agreement, it requires a public
7 hearing prior to adoption.

8 The Council expressed support for the proposed agreement and the Mayor indicated this item would be on the next
9 business meeting agenda for a public hearing and the Council can take action at that time.

10
11 **Discuss/review of proposed amendments to the Syracuse City Storm**
12 **Water Management Program (SWMP).**

13 A staff memo from the Public Works Director explained that Syracuse City has updated the Syracuse City Storm Water
14 Management Program (SWMP) in compliance with the Utah Pollutant Discharge Elimination System General Permit for
15 discharges from small municipal separate storm sewer systems issued by the Utah Division of Water Quality. This general
16 permit is issued in compliance with the provisions of the Utah Water Quality Act, Title 19, Chapter 5, UCA 2004 and the
17 Federal Water Pollution Control Act (33USC). Updates to the SWMP are required each time the general permit is reissued.
18 This permit is effective May 12, 2026 to May 11, 2031 when the permit will again be renewed. Permittees that are being
19 renewed are given 180 days after the effective date to submit an updated SWMP to the division. The main purpose of the
20 SWMP is to provide a program that will improve the quality of storm water to the maximum extent practicable. These are
21 achieved by setting measurable goals through six control measures. The control measures include the following:

- 22 • Public education and outreach on storm water impacts
- 23 • Public involvement / participation
- 24 • Illicit discharge detection and elimination
- 25 • Construction site storm water runoff control
- 26 • Long-term storm water management in new development and redevelopment
- 27 • Pollution prevention and good housekeeping for municipal operations

1 Public Works Director Whiteley reviewed his staff memo and reported that the City's state stormwater permit, issued
2 under federal EPA authority, expired in May and has been renewed. As part of the five-year permit cycle, the City is required
3 to update its Stormwater Management Program. A draft of the updated program was included in the meeting packet. Mr.
4 Whiteley noted that public input is required, and a public hearing would satisfy that requirement.

5 The Council felt comfortable with the proposed amendments and the Mayor concluded that that this item will move
6 forward to the July business meeting for a public hearing and a vote.

7
8 **Discussion/review of options for Park-and-Ride parking lot**
9 **regulations.**

10 A staff memo from Administration explained that Syracuse City has received and reviewed concerns related to the use
11 of City-owned park-and ride lots and related parking impacts on public roadways. A work group reviewed these issues and
12 identified several areas where the City Council may wish to consider amendments to Syracuse Municipal Code Chapter 11.20.
13 The purpose of this memo is not to recommend a specific regulatory approach, but to outline issues identified by the work
14 group and present possible regulatory options for Council discussion and direction.

15 **Issues Identified**

16 The work group identified several recurring issues involving City-controlled park-and-ride lots
17 and public roadways, including:

- 18 1. Commercial vehicles using park-and-ride lots for overnight parking, staging, or long-term storage;
- 19 2. Refrigerated commercial trucks or trailers operating refrigeration units overnight;
- 20 3. Vehicles, trailers, campers, or recreational vehicles being used for camping, sleeping, lodging, storage, or habitation;
- 21 4. Long-term storage of vehicles, trailers, campers, recreational vehicles, boats, or similar property in public areas;
- 22 5. The need to clarify or limit parking in park-and-ride lots during overnight hours;
- 23 6. The need to address recreational vehicles, camp trailers, boats, and similar equipment stored on public streets or rights-
24 of-way; and
- 25 7. The possible need to update existing commercial vehicle parking regulations in residential areas.

26 **Possible Regulatory Options**

27 The City Council may wish to consider one or more of the following options as amendments to Chapter 11.20 of the
28 Syracuse Municipal Code.

29 **1. Prohibit Commercial Vehicles in City Park-and-Ride Lots**

1 One option would be to prohibit commercial vehicles from stopping, standing, parking, storing, staging, or remaining
2 in City-controlled park-and-ride lots unless expressly authorized by the City. This type of regulation could apply to commercial
3 vehicles such as truck tractors, semi-trucks, semi-trailers, box trucks, dump trucks, flatbeds, tow trucks, cargo trucks,
4 refrigerated commercial vehicles, refrigerated trailers, and similar vehicles. The Council could also consider exceptions for
5 official City business, public utility work, emergency response, construction activity, transit operations, or other written City-
6 approved purposes. This option would provide a clear standard for enforcement by prohibiting commercial vehicle use of park-
7 and-ride lots generally, rather than limiting only overnight commercial parking.

8 **2. Prohibit Overnight Parking in Park-and-Ride Lots**

9 Another option would be to prohibit all vehicles from stopping, standing, parking, storing, or being left in a City-
10 controlled park-and-ride lot during designated overnight hours. The work group report identified a possible overnight restriction
11 from 12:00 a.m. to 5:00 a.m. This option would apply to all vehicles, not only commercial vehicles. It could help preserve park-
12 and-ride lots for daytime commuter and public parking use while reducing overnight storage, camping, staging, or similar uses.
13 A defined overnight restriction may also reduce enforcement ambiguity because enforcement would not depend on determining
14 whether a vehicle has remained in place for a longer continuous period.

15 **3. Clarify Prohibitions on Camping, Sleeping, or Habitation**

16 The Council may also consider clarifying existing City Code provisions to expressly prohibit camping, sleeping,
17 lodging, residing, or using a vehicle, trailer, camper, recreational vehicle, or similar conveyance for habitation in a City parking
18 facility or park-and-ride lot, unless expressly authorized by the City. Possible language for discussion could include:

19 “No person may camp, sleep, lodge, reside, or use any vehicle, trailer, camper, recreational vehicle, or other
20 conveyance for habitation in a City parking facility or park-and-ride lot, unless expressly authorized by the City.”

21 This approach would address habitation-related concerns while keeping the regulation within the City’s existing parking and
22 public property framework.

23 **4. Address Refrigerated Trucks Through Commercial Vehicle and Overnight Parking Restrictions**

24 The work group discussed refrigerated commercial vehicles and trailers operating refrigeration units overnight in park-
25 and-ride lots. One option would be to address this issue through broader commercial vehicle restrictions and overnight parking
26 restrictions, rather than creating a separate refrigeration-unit or idling-specific regulation. Under this approach, refrigerated
27 commercial vehicles or trailers would be prohibited because the vehicle or trailer itself would not be allowed in the park-and-
28 ride lot, or because no vehicle would be allowed to remain in the lot during overnight hours. This may provide a simpler
29 enforcement framework than focusing on whether a refrigeration unit is operating or whether a vehicle is idling.

1 **5. Add or Amend Definitions**

2 The Council may wish to consider adding or amending definitions in Chapter 11.20 to reduce ambiguity and support
3 enforcement. Possible definitions could include:

4 **City parking facility:** Any parking lot, park-and-ride lot, parking area, off-street parking
5 facility, driveway, access area, or other property owned, leased, operated, controlled, or
6 maintained by Syracuse City and made available for vehicle parking or vehicle access.

7 **Park-and-ride lot:** A City parking facility designated, signed, intended, or commonly used for
8 commuter parking, rideshare parking, transit access, carpooling, or similar public commuter use.

9 **Commercial vehicle:** Any vehicle, trailer, semi-trailer, truck tractor, vehicle combination, or similar conveyance used
10 or maintained for business, trade, occupation, employment, transportation of property, transportation of equipment,
11 delivery, hauling, or other commercial enterprise.

12 **Overnight:** The period between 12:00 a.m. and 5:00 a.m.

13 **Recreational vehicle:** Motor homes, travel trailers, camp trailers, fifth-wheel trailers, truck campers, boats, boat
14 trailers, off-road vehicle trailers, and similar recreational equipment.

15 **6. Establish a 24-Hour Limit for Recreational Vehicles, Camp Trailers, Boats, and Similar Equipment on**
16 **Public Roadways**

17 The Council may also consider a related amendment addressing recreational vehicles and similar property parked or
18 stored on public streets, roadways, shoulders, park strips, or rights-of-way. Possible language for discussion could include:

19 “No person may park, store, or leave a recreational vehicle, camp trailer, travel trailer, fifth wheel trailer, boat, boat trailer,
20 utility trailer, off-road vehicle trailer, or similar recreational equipment on any public street, public roadway, public right-of-
21 way, shoulder, or park strip for more than 24 consecutive hours.”

22 The Council may also wish to consider language preventing a person from moving a vehicle or trailer a short distance
23 simply to restart the 24-hour period. Possible language could include:

24 “Moving a vehicle, trailer, boat, or recreational equipment from one location to another nearby location for the purpose
25 of avoiding the 24-hour limitation shall constitute evasion of the parking restriction and shall not restart the 24-hour period.”

26 This option would allow limited short-term placement for loading, unloading, cleaning, preparation, or similar purposes while
27 addressing extended storage on public roadways.

28 **7. Update Commercial Vehicle Parking Rules in Residential Areas**

1 The work group also discussed whether the City should revise existing commercial vehicle parking rules in residential
2 areas. One option would be to eliminate any limited-time parking allowance for commercial vehicles in residential areas and
3 replace it with an active loading or unloading standard. Possible language for discussion could include:

4 “No person may stop, stand, park, or leave a commercial vehicle on any public street, public right-of-way, shoulder,
5 park strip, City parking facility, or public property located within a residential area, except while actively engaged in loading
6 or unloading passengers, goods, materials, equipment, tools, or merchandise at a specific property or work site in the immediate
7 area.”

8 Additional language could require the vehicle to be moved immediately after the loading or unloading activity is
9 complete and could clarify that commercial vehicles may not be parked, staged, stored, or left in residential areas for driver
10 rest, dispatch, convenience parking, overnight parking, fleet storage, business storage, or any unrelated purpose. This option
11 would provide a more activity-based standard for enforcement.

12 **8. Use Signage to Support Enforcement**

13 The Council may wish to consider requiring or authorizing signage at park-and-ride lot entrances and other appropriate
14 locations within each lot. Signage could identify the applicable restrictions and provide notice that violations may result in
15 citation or towing. Possible sign language could include:

16 **CITY PARK-AND-RIDE LOT**

17 Passenger vehicles only.

18 Commercial vehicles are prohibited.

19 No overnight parking, 12:00 a.m.–5:00 a.m.

20 No vehicle storage, trailer storage, camping, or habitation.

21 Violators may be cited and/or towed at owner’s expense.

22 Syracuse Municipal Code Chapter 11.20.

23 **Policy Considerations**

24 In reviewing these options, the City Council may wish to consider the following questions

- 25 • Whether commercial vehicles should be prohibited from park-and-ride lots entirely or only during overnight
26 hours;
- 27 • Whether the proposed overnight restriction should apply to all vehicles or only certain categories of vehicles;
- 28 • Whether 12:00 a.m. to 5:00 a.m. is the appropriate overnight restriction period;

- 1 • Whether recreational vehicles, boats, trailers, and similar equipment should be limited to 24 hours on public
- 2 roadways;
- 3 • Whether commercial vehicle parking in residential areas should be regulated through an active loading or
- 4 unloading standard;
- 5 • Whether any exceptions should be included for City-authorized activity, public utility work, construction,
- 6 transit operations, emergency response, or other public purposes; and
- 7 • Whether signage should be required before enforcement begins

8 City Manager Bovero reviewed his staff memo and facilitated a high-level discussion among the Mayor, Police Chief
9 Davis, and the Council regarding the park and ride lots and street parking surrounding the lots. The Council discussed and
10 reached a general consensus on the following policy directions:

11 Commercial vehicles should be prohibited from parking in the park-and-ride lots, with a limited exception for a
12 resident special-use permit program. This permit would be available to Syracuse residents who drive large commercial vehicles
13 as part of their trade and need temporary parking. Permitted vehicles would be subject to conditions, including a prohibition
14 on running engines unattended overnight, which would effectively prevent refrigerated trucks from utilizing the permit.
15 Recreational vehicles, boats, and trailers of any kind should be prohibited from the park-and-ride lots.

16 No habitation would be permitted in the park-and-ride lots. Council acknowledged the practical consideration that an
17 officer encountering someone briefly sleeping in a vehicle could exercise discretion.

18 Personal vehicles would remain subject to the existing 48-hour parking limit, without an added time-of-day restriction.
19 The Council acknowledged that some residents may have legitimate reasons for leaving a vehicle for a day or two, such as
20 carpooling for a trip, and that the 48-hour rule provides sufficient enforcement authority for cases of extended, problematic
21 parking.

22 On-street parking of large commercial vehicles was discussed in the context of residents who operate businesses from
23 home. The Council affirmed support for language allowing commercial vehicles on public streets only while actively engaged
24 in loading or unloading, which would provide immediate enforcement authority without burdening legitimate service work.

25 The Mayor concluded that staff had enough information to draft an ordinance and that this item will move forward to
26 the July 14 business meeting.

27

28 **Discussion regarding options of pursuing “Just Serve” City designation.**

1 A staff memo from Administration explained The JustServe City Program recognizes cities that demonstrate a
2 commitment to volunteerism and community service. To receive the designation, the City would generally need to adopt and
3 display a volunteerism proclamation and submit it to JustServe. The program also encourages cities to list volunteer
4 opportunities on JustServe.org and recognizes outstanding community volunteers through the JustServe Hero Award. The
5 attached JustServe materials provide additional detail on the designation process, program expectations, and potential future
6 Global JustServe City Award criteria.

7 **Alignment with City Mission and Key Results**

8 The designation appears to align with Syracuse City’s mission to provide quality, affordable services while promoting
9 community pride, fostering economic development, and preparing for the future. It most directly supports the City-wide vision
10 statement related to fostering “a strong sense of community pride, involvement, and public safety through improvements,
11 events, and services.” It also aligns with the City’s targeted key result to seek out, actively recruit, and communicate with
12 residents willing to volunteer skills and talents toward City initiatives and goals. While volunteerism would not replace core
13 City services, the program could help connect residents with opportunities to support community events, parks and recreation
14 efforts, beautification projects, emergency preparedness, neighborhood service, and other appropriate City or community
15 initiatives

16 **Potential Benefits**

17 Possible benefits of pursuing the designation include:

- 18 • Providing a public statement of the City’s support for volunteerism and civic involvement;
- 19 • Highlighting this tool to connect residents with local service opportunities;
- 20 • Supporting community pride and resident engagement;
- 21 • Strengthening partnerships with schools, churches, civic groups, nonprofits, and residents;
- 22 • Creating a formal framework to recognize outstanding volunteers;
- 23 • Supporting City goals related to volunteer engagement, public communication, and community-based
24 service.

25 **Use in City Publications**

26 If the City receives the designation, it could be incorporated into City communications and branding materials where
27 appropriate, including:

- 28 • City website and volunteer opportunity pages;

- 1 • Newsletters, utility bill inserts, and social media posts;
- 2 • Community event materials;
- 3 • Recognition of volunteer award recipients;

4 Any use of the JustServe logo or designation would be reviewed against the style guide provided by JustServe.

5 No direct application fee or significant direct cost has been identified. The primary impact would be staff time to
6 coordinate the proclamation, communication, volunteer listings, and recognition efforts.

7 City Manager Bovero reviewed the staff memo and presented the Just Serve City designation program, explaining that
8 it requires the passage of a resolution affirming the City's support for volunteerism and the recognition of volunteers, followed
9 by active participation in the Just Serve platform for volunteer recruitment and recognition efforts. Mr. Bovero noted that
10 Syracuse City already performs many of the program's qualifying activities, such as posting volunteer opportunities on Just
11 Serve and recognizing exceptional volunteers. The designation would serve primarily as a public signal of the City's
12 commitment to civic volunteerism and aligns with recently adopted key performance indicators.

13 The Council showed support for this item and the Mayor concluded that this item will be on the consent agenda at the
14 July business meeting.

15
16 **Continued discussion/review of option to implement a**
17 **Transportation Utility Fee.**

18 A staff memo from the Public Works Director explained that the City Council discussed the transportation utility fee
19 at the May 26 work session. The notes from that meeting are included in this factual summation below. During the previous
20 work session, the council requested more information about commercial categories and the possibility of using different
21 subcategories based on business type and traffic generation. Below is the chart from our transportation utility fee analysis study.
22 There are approximately 110 commercial businesses split into three categories based on square footage of building space
23

Table 4: Example Monthly Fees Scenario Comparison

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	
Pavement % Poor	25%	20%	15%	10%	
Pavement % Good	Under 50%	55%	60%	Over 65%	
Additional Funding from TUF	\$ -	\$ 500,000	\$ 1,250,000	\$ 2,000,000	
Total Pavement Funding	\$ 1,500,000	\$ 2,000,000	\$ 2,750,000	\$ 3,500,000	
Potential Monthly Fees					Units
Single Family	-	\$3	\$7	\$10	9,853
Multi-Family (Per Unit)	-	\$2	\$5	\$8	1,279
Commercial <5k	-	\$35	\$88	\$141	48
Commercial 5-10k	-	\$106	\$264	\$423	28
Commercial >10k	-	\$211	\$529	\$846	34
Institutional	-	\$42	\$106	\$169	37

If the Council wanted to calculate the fee based on traffic impact, one option would be to use a simple four-tier system as follows:

- **Low trip commercial** - professional offices, financial institutions, real estate, accountants.
- **Medium trip commercial** - general retail, sit down restaurants, medical offices, gyms, personal services.
- **High trip commercial** - grocery stores, convenience stores, hotels, fast food restaurants, big box retail.
- **Industrial** – manufacturing, warehouses, distribution centers, contractor yards.

This would create 7 categories in total:

1. Single-Family Residential
2. Multi-Family Residential
3. Low Commercial
4. Medium Commercial
5. High Commercial
6. Industrial
7. Institutional

Assistant City Manager Marshall reviewed the staff memo and presented an updated approach to the Transportation Utility Fee structure. In response to prior Council questions, staff proposed categorizing businesses into four tiers based on traffic impact; low, medium, high, and industrial, rather than a flat square-footage-based calculation. This methodology would more equitably distribute the fee based on actual trip generation.

The Council discussed the need for a defined appeal process should a business dispute its assigned category and agreed that such appeals should be directed to a hearing officer rather than the Council itself.

1 Public Works Director Whiteley recommended updating the existing transportation study to formally support the new
2 tiered methodology, using the ITE Trip Generation Manual as the technical standard. Staff estimated this process would take
3 approximately 90 days.

4 Mayor Maughan directed staff to proceed with updating the study, with a clear intent to move forward with
5 implementing the fee. The Mayor concluded that once the study is complete the Council will be able to review that at a future
6 work session meeting.

7
8 **Discuss/review draft amendments to Syracuse City Recruitment and**
9 **Retention Policy.**

10 A staff memo from City Manager Bovero explained that as discussed in the annual budget retreat, this item is aimed
11 at re-evaluating Syracuse City’s Recruitment and Retention Policy. While the catalyst for this re-evaluation is the growing
12 concern over the policy’s affordability, particularly in light of personnel costs outpacing City revenue growth and the resulting
13 structural deficit in the General Fund- the primary intent of this discussion is twofold:

- 14 1. Review the importance of having a well-balanced policy, particularly regarding competitive compensation and
15 budget affordability.
- 16 2. Begin discussing some concrete proposals in “bite-size” sections, so the Council can adequately consider each
17 part of the policy during the meetings. **This discussion will primarily focus on Sections 2.C.2 and 2.C.3 of the**
18 **policy to discuss competitive wage scales and benefits.**

19 **Revisiting the Purpose and Goals of the Policy**

20 The current policy aims to:

- 21 • Attract and retain the best talent possible in a competitive market;
- 22 • Minimize inefficiencies associated with high employee turnover and lack of knowledge or talent;
- 23 • Provide a stable and transparent system of employee career advancement;
- 24 • Reward performance over tenure;
- 25 • Benchmark compensation and benefits regularly to remain competitive in the market.

26 **Section 2.C.2 Discussion: Level of Compensation**

27 The policy establishes a market-based compensation framework intended to help Syracuse City remain competitive
28 while also accounting for the City’s fiscal condition. Wage scales are generally tied to benchmark comparisons with other cities

1 and entities, with different adjustment standards depending on the City’s financial circumstances. Here is a summary of the
2 proposed changes to this section of the policy:

- 3 1. Setting the Wage Scales and Wages: Under the policy, wage scales are adjusted based on the agreed
4 “market wage”, which in the current draft is
 - 5 a. Average of the top 3 for non-supervisory positions
 - 6 b. Average of the top 4 for supervisory positions

7 The wages are adjusted to the same ‘market’ level as the wage scale unless the financial conditions dictate that the
8 city is in a budget situation that calls for a reduced amount. The categories in the draft are: Normal Year, Constrained Year,
9 Severely Constrained Year, or Emergency Year.

10 Analysis: This change aims to create a responsiveness to the cost of city services (in the form of employee wages)
11 based on the City’s financial situation from year to year.

12 Difference Between Wage Standards

13 The current draft lowers the standard for ‘market wages’ from the average of the top 3 for all positions to average of the top 3
14 for frontline positions only, and average of the top 4 for supervisory positions. It is estimated that in a normal year, this would
15 realize a budget savings of approximately \$90,000 in the next fiscal year.

16 In a Constrained Year or Severely Constrained Year, the benchmark wage adjustments would drop further to achieve
17 an estimated savings of between \$200,000 to \$250,000. There is still real concern that lowering the standard to these levels
18 increases the risk of the City losing in wage competition and creating a situation where a significant tax increase will be needed
19 to regain a competitive position in the future. This has been the experience of some nearby entities recently. The Council asked
20 to see an estimate of the budgetary impact if the standard were adjusted from average of the top 3 to average of the top 4 for
21 all positions. The estimated difference is a savings of \$180,000 in a Normal Year.

22 Concerns with Private Sector Raises

23 The Council also previously discussed the sensitivity with wage increases versus the recent experience of the private
24 sector. The following represents a summary of the data, which was assisted by Ai in the research:

25 Prompt: Using data pertaining only to private sector employees, not government employees, what is the average wage
26 increase amount in the USA for private sector employees from 2020 to 2025. Use reputable sources only. If possible, break out
27 the different averages by the different private sector categories.

1 Response: Using BLS Current Employment Statistics data via FRED, the average hourly wage for U.S. private-sector
 2 employees increased from about \$29.36/hour in 2020 to \$36.44/hour in 2025. That is a \$7.08/hour increase, or 24.1%, equal to
 3 about \$1.42/hour per year over five years.

4 This is nominal average hourly earnings, not inflation-adjusted. It covers private nonfarm payroll employees only,
 5 excludes government employees, and excludes benefits, irregular bonuses, retroactive pay, and employer payroll taxes. FRED
 6 identifies the source as the U.S. Bureau of Labor Statistics, with monthly, seasonally adjusted dollars-per-hour data from the
 7 CES establishment survey.

Private-sector category	2020 avg hourly wage	2025 avg hourly wage	Increase	% increase	Avg increase per year
Total private	\$29.36	\$36.44	\$7.08	24.1%	\$1.42/yr
Goods-producing	\$29.98	\$37.20	\$7.22	24.1%	\$1.44/yr
Private service-providing	\$29.21	\$36.27	\$7.06	24.2%	\$1.41/yr
Mining and logging	\$34.54	\$40.31	\$5.77	16.7%	\$1.15/yr
Construction	\$31.65	\$39.70	\$8.06	25.5%	\$1.61/yr
Manufacturing	\$28.75	\$35.45	\$6.70	23.3%	\$1.34/yr
Trade, transportation, and utilities	\$25.23	\$30.97	\$5.75	22.8%	\$1.15/yr
Wholesale trade	\$32.37	\$38.73	\$6.36	19.6%	\$1.27/yr
Retail trade	\$20.84	\$25.46	\$4.62	22.2%	\$0.92/yr
Transportation and warehousing	\$25.32	\$31.55	\$6.23	24.6%	\$1.25/yr
Utilities	\$43.56	\$52.54	\$8.98	20.6%	\$1.80/yr
Information	\$43.79	\$52.59	\$8.80	20.1%	\$1.76/yr
Financial activities	\$37.84	\$47.57	\$9.73	25.7%	\$1.95/yr

8

Private-sector category	2020 avg hourly wage	2025 avg hourly wage	Increase	% increase	Avg increase per year
Professional and business services	\$35.11	\$44.26	\$9.15	26.1%	\$1.83/yr
Private education and health services	\$28.51	\$35.59	\$7.09	24.9%	\$1.42/yr
Leisure and hospitality	\$17.11	\$22.84	\$5.73	33.5%	\$1.15/yr
Other services	\$26.59	\$33.07	\$6.48	24.4%	\$1.30/yr

9

10 2. Responding to Positions with Recruitment & Retention Issues: Except during an Emergency Year, positions
 11 that consistently experience weak applicant pools or high turnover for competitive reasons may receive wage adjustments at
 12 no less than the Constrained Year standard. The Council also retains the ability to adjust wage scales and wages at any time to
 13 address competitiveness or labor market issues.

14 Analysis: As the level of compensation goes down in Constrained and Severely Constrained years, it can make
 15 a bad situation worse when it comes to positions that are already in a tight labor market. This can be catastrophic to city services.
 16 This provision provides some protection to ensure the city has a higher chance of staying competitive for these positions, even
 17 during a financially difficult year.

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3. Career Progression: The policy distinguishes between advancements, promotions, and annual merit increases.

An advancement recognizes an employee’s increased skill, knowledge, or capability. These are generally used for frontline, non-supervisory positions and may include movement to a higher title within the wage scale, such as Maintenance Worker I to Maintenance Worker II. Employees who qualify for an advancement receive an increase to at least the minimum of the new wage scale, but not less than a 5% increase.

A promotion involves movement to a higher position with significantly increased responsibilities or supervisory duties. Employees who are promoted receive an increase to at least the minimum of the new wage scale, but not less than a 10% increase. The Council previously inquired about what other cities offer for advancements and promotions. We have reached out to our benchmark cities to get that information. As of Wednesday, June 17th, the following responses have been received:

City	Advancements	Promotion
Syracuse City	5% or bottom of wage scale	10% or bottom of wage scale
Kaysville City	5% or bottom of wage scale	5% or bottom of wage scale
Layton City	<i>Public Safety</i> 5% 1 st , 8% 2 nd advancement	10% or bottom of wage scale
	<i>Non-Public Safety: 5%</i>	10% or bottom of wage scale

The policy also continues the City’s merit-based compensation approach. Syracuse City does not use automatic step increases or cost-of-living increases based solely on time in service. Instead, annual merit increases are tied to employee performance and improvement.

Analysis: While benchmarking wage ensure the city pays the market rate for a position, the opportunity for an employee to progress through a career is through merit increase, advancements, and/or promotions. The current draft has annual merit increases at 33% of the annual sales tax growth rate. Since sales tax can be volatile, the Council may want to consider smoothing it over the average of 2 or 3 years.

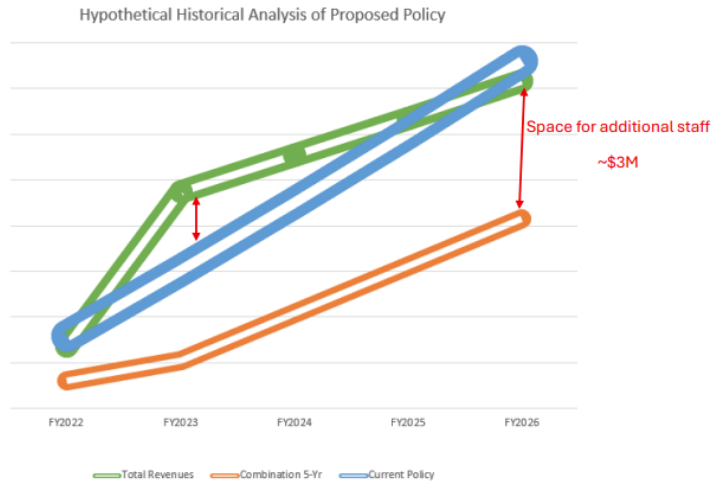
Section 2.C.3 Discussion: Competitive Benefits Policy

The policy requires the City’s benefits package to be reviewed with the City Council every four years. The purpose of this review is to determine whether adjustments are needed to keep the City competitive with benchmark cities and entities.

1 Analysis: In addition to comparing benefit levels with benchmark organizations, the City would evaluate whether
2 other benefit options could help distinguish Syracuse City in recruitment and retention. This gives the Council flexibility to
3 consider benefits that may improve the City’s competitiveness beyond wages alone.

4 Budgetary Analysis

5 The Council requested some budgetary estimates on how the proposed policy would impact the City financially. Below
6 are hypothetical graphs of how the current draft policy would have played out from FY2022 to FY2026, a projection of FY2027
7 to FY2029 without any tax rate adjustments, and a hypothetical with a 10% increase between FY2027 and FY2029.

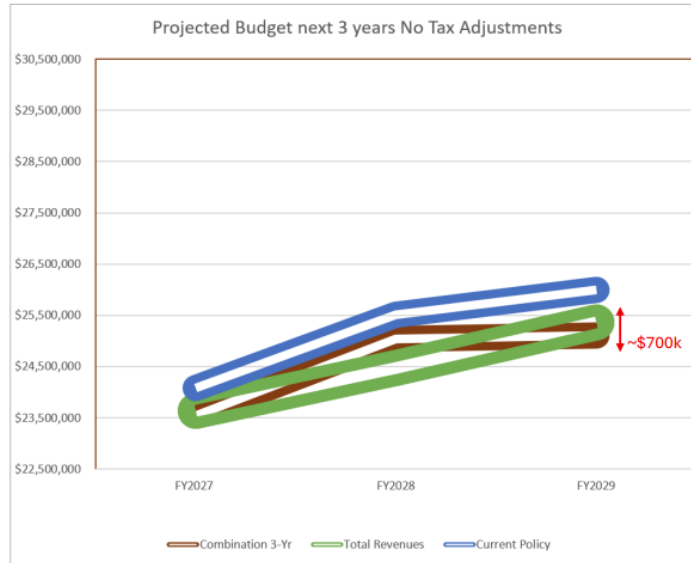


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9 Assumptions:

- 10 1. FY22 tax increase was 16.74%
- 11 2. FY23 tax increase was 33.54%
- 12 3. No tax increases FY24 through FY26
- 13 4. No additional staff included in costs

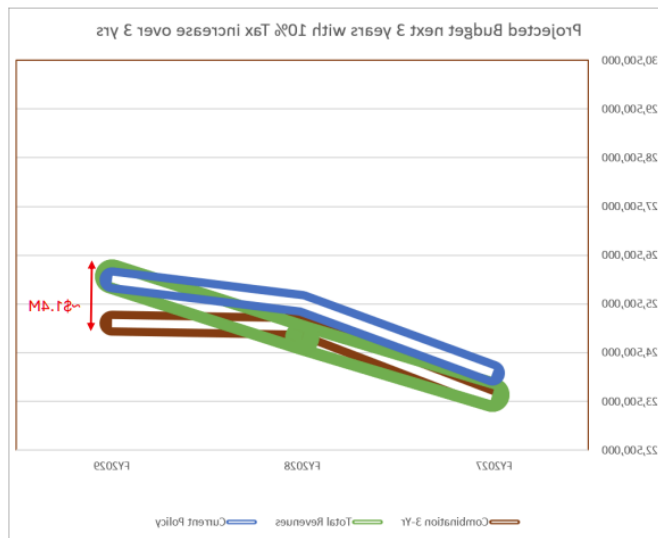
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Assumptions:

1. \$800k additional sales tax in FY27, includes Costco but not area around Costco
2. \$1M reduction in cost in FY29 due to bond payoff
3. Wage competition remains high
4. No additional staff included in costs



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Assumptions:

1. \$800k additional sales tax in FY27, includes Costco but not area around Costco
2. \$1M reduction in cost in FY29 due to bond payoff
3. Wage competition remains high

1 4. No additional staff included in costs

2 City Manager Bovero reviewed his staff memo and presented draft amendments to the City's compensation and
3 retention policy. The core proposed change adjusts how the City benchmarks its wage scales: non-supervisory positions would
4 be set at the average of the top three comparable cities, while supervisory positions would be set at the average of the top four.
5 Under constrained or severely constrained budget years, the benchmarks would drop further, to the averages of the top four and
6 five respectively, yielding projected savings of \$200,000–\$250,000 in those years. In a normal year, the proposed structure
7 represents approximately \$90,000 in savings compared to a flat top three benchmark.

8 Mr. Bovero addressed a prior question from Councilmember Watson regarding setting all positions at the top four
9 average, noting this would yield approximately \$180,000 in savings annually but expressed concern that it could compromise
10 the City's ability to attract lateral hires, particularly in the police department, where the average officer experience has been
11 declining due to a wave of retirements and a recent reliance on academy graduates.

12 Mr. Bovero presented three financial projection models spanning fiscal years 2027–2029: one assuming no tax
13 adjustments, one including a hypothetical held-rate property tax scenario, and a retrospective model showing how the policy
14 would have performed since 2022. All three models suggested a plausible path to a structurally balanced general fund by fiscal
15 year 2029, particularly given anticipated new sales tax revenue from commercial development near the Costco site and the
16 expiration of the fire and police station bond payment in fiscal year 2029, representing approximately \$1,000,000 in cost
17 reduction.

18 The Council expressed strong support for the proposed policy direction. Councilmember Watson commended staff for
19 the thoroughness of the analysis and acknowledged the shared responsibility between taxpayers and City employees in
20 achieving fiscal sustainability. The Mayor commended City Manager Bovero for his extensive research and preparation,
21 crediting his experience as essential to developing the proposal.

22 The Mayor concluded that this item would move to the July business meeting for the Council to take action on.

23
24

25 The meeting adjourned at 8:07 p.m.

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Dave Maughan
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: _____

1 Minutes of the Syracuse City Council Special Business Meeting, June 29, 2026

2
3 Minutes of the special meeting of the Syracuse City Council, held on June 29, 2026 at 6:00 p.m., in a hybrid in-
4 person/electronic format via Zoom, meeting ID 870 5603 8387, 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
12 Abraham Pollard

DRAFT

13
14 Mayor Dave Maughan
15 City Manager Brody Bovero
16 Administrative Services Director/City Recorder Cassie Z. Brown

17
18 City Employees Present:

19 City Attorney Colin Winchester
20 Fire Chief Aaron Byington
21 Police Chief Alex Davis
22 Public Works Director Robert Whiteley
23 Community and Economic Development Director Noah Steele
24 Parks and Recreation Director Kresta Robinson
25 Communications Specialist Kara Finley
26

27 1. Meeting called to order.

28 Mayor Maughan called the meeting to order at 6:00 p.m. as a special meeting, with notice of time, place, and agenda
29 provided 24 hours in advance to the newspaper and each Councilmember.
30

31 2. Public comment.

32 Prior to opening public comment, Mayor Maughan read a prepared list of factual points intended to establish a
33 common baseline for discussion, noting that significant misinformation had circulated since the governor's announcement the
34 previous Thursday. The Mayor emphasized that the purchase and sale of fireworks had not been affected by the governor's
35 order, that professionally licensed fireworks displays were similarly unaffected and outside the city's purview, and that the
36 governor's order did not empower cities to alter the legally established dates of discharge. He further noted that under normal
37 state law, Syracuse would not qualify for a fireworks ban due to the absence of historical wildfire data meeting the required
38 threshold, and that the governor's executive order was the sole mechanism enabling cities to act. Mayor Maughan stated that
39 open county lands surrounding the city remained under a ban regardless of any city action, that farm fields intermeshed within
40 city limits represented a genuine and ongoing fire risk, and that the city's wildland fire crew—maintained primarily to service
41 Antelope Island—had not historically responded to wildfires within or near city borders. He clarified that the governor's order,
42 as it stood, extended only through July 5th, and that the city's authority was limited to that window. He noted that the governor

1 himself had stated publicly that his intent was not to stop neighborhood fireworks, but rather to empower communities to
2 protect wildland-urban interface areas. Mayor Maughan outlined three broad options before the Council: uphold the ban in full,
3 lift the ban entirely consistent with state law, or lift the ban selectively in lower-risk areas while maintaining restrictions in
4 higher-risk zones. He indicated no decision had been made and that the meeting had been called specifically to gather public
5 input and hear from all five Councilmembers before any action was taken.

6 Administrative Services Director/City Recorder Cassie Brown read two written comments submitted by email prior
7 to the meeting deadline.

8 “Thank you for holding this special meeting and carefully considering Syracuse City's response to the statewide
9 fireworks ban. I appreciate the difficult position the City is in as it balances public safety, agricultural interests, local traditions,
10 and the economic impact on fireworks vendors. While Syracuse has historically experienced relatively few wildfire incidents
11 related to fireworks, our community still contains significant agricultural land and open spaces that are especially vulnerable
12 during the current drought conditions. I believe protecting homes, crops, and public safety should remain the City's highest
13 priority. I support a cautious approach that allows fireworks only in areas sufficiently separated from open fields and other
14 combustible areas. The suggested approach of maintaining a buffer around open spaces appears to provide a reasonable balance
15 between safety and allowing residents to celebrate Independence Day traditions. If the City elects to allow fireworks in
16 designated areas, I encourage the City to provide clear maps and robust public communication so residents understand exactly
17 where fireworks are permitted and to continue emphasizing proper disposal of spent fireworks. Thank you for your service and
18 for your thoughtful consideration of this issue. Respectfully, Eric Willison.”

19 “Dear City Council Members, I would like to say for the record that I am against allowing personal fireworks this 4th
20 of July weekend. As a family we shoot off fireworks every July 4th and 24th and even sometimes on New Years and I was
21 looking forward to celebrating our 250th birthday with more fireworks , but there are just too many fires right now and it is not
22 worth it. We have already lost some firefighters, we need to not risk any more lives. Thank you for listening to my opinion.
23 Mary Deaton.”

24 The Mayor then opened comment from those in attendance, reminding speakers to state their name and address for
25 the record and limiting comments to three minutes.

26 Darren Watson, 1765 West 2770 South, Syracuse, identified himself as a long-time resident and someone involved in
27 the fireworks industry for 47 years. Mr. Watson expressed support for a common-sense approach that would protect high-risk
28 areas such as farm fields while still allowing fireworks in lower-risk parts of the city. He argued that Syracuse's historical data

1 did not support classifying it as a high-fire-risk area, and emphasized the importance of individual freedom and agency,
2 cautioning against restricting the rights of responsible residents based on the opinions or concerns of others.

3 Devin Allred, 1258 South 4465 West, Syracuse, identified himself as a veteran and Purple Heart recipient. Mr. Allred
4 stated that, based on community feedback he had observed, there was notable support for the governor's ban among some
5 residents, particularly those with pets and veterans sensitive to loud noises. However, he personally opposed the ban, arguing
6 that blanket restrictions punish responsible citizens for the behavior of irresponsible ones. He noted that the city of Richfield,
7 Utah—located approximately 45 miles from an active wildfire—had chosen to allow personal fireworks, and expressed that he
8 felt it was important to mark the country's 250th anniversary in a meaningful way for his children.

9 An unidentified speaker echoed sentiments regarding personal freedom and expressed that she had initially reacted to
10 the governor's ban as an assumption that residents could not be trusted to act safely. She stated it was her last year in the
11 community and that she had been looking forward to celebrating the occasion. She expressed that the city's historical record
12 should weigh heavily in the decision.

13 Jeremy Berry, 3421 West 2280 South, Syracuse, offered a different perspective. Mr. Berry stated that over the past
14 ten years he had been unable to enjoy fireworks in his own yard due to neighbors using illegal aerial fireworks purchased out
15 of state, including bottle rockets that had broken a window on his property and left flaming debris in his yard. He noted that
16 his lawn was drier than usual this year due to reduced watering, and expressed concern primarily about aerial fireworks rather
17 than ground-based fountains.

18 Dan Nelson, 1982 South 800 West, Syracuse, a 22-year resident, expressed support for allowing legal fireworks while
19 emphasizing personal responsibility. Mr. Nelson acknowledged that individuals living adjacent to fields should exercise greater
20 caution and suggested that illegal fireworks—such as bottle rockets—should be reported and enforced. He expressed
21 confidence that most residents would behave responsibly.

22 An unidentified speaker, 2115 South 1300 West, Syracuse, agreed that responsible use of legal fireworks was the
23 appropriate standard and expressed trust in the community to make good decisions. She noted that the behavior described by
24 Mr. Berry stemmed from the use of illegal fireworks, not legally sold ones.

25 Kyle (last name not provided), a resident of North Layton and an employee in the fireworks industry, spoke to the
26 reasonableness of Utah's existing fireworks regulations, noting that the state had already prohibited directional aerial devices
27 such as bottle rockets and artillery shells in favor of ground-stabilized fireworks. He also offered his assessment that current
28 weather conditions—while warm—were not historically unusual compared to prior years he had experienced working in the
29 industry.

1 Steve Ross, 850 West 3050 South, Syracuse, whose wife sells fireworks, stated that he was generally supportive of
2 the governor's action as a matter of common sense but did not oppose allowing fireworks for those who would use them
3 responsibly. He called on the Council to recognize that the majority of residents act responsibly and to ensure that those who
4 violate the law face appropriate consequences, rather than allowing the actions of a few to restrict everyone.

5 An unidentified speaker from Draper thanked the Council for convening the meeting and echoed the common-sense
6 theme of prior comments. He expressed support for the fire department's mapping efforts and suggested that targeted
7 adjustments based on current conditions would be a fair and reasonable approach while still allowing residents to celebrate the
8 nation's 250th anniversary.

9
10 3. Discussion and/or action regarding Syracuse City's response to State-
11 wide fireworks ban.

12 Mayor Maughan referred to the comments he made at the beginning of the public comment period and offered two
13 additional points of clarification: first, that the City's legal interpretation held that it did not have the authority to ban specific
14 categories of fireworks (such as aerals), as the Governor's power extended only to suspending state law rather than creating
15 new restrictions on particular firework types; and second, that weather forecasts indicated wind speeds during the discharge
16 days would be approximately five miles per hour, remaining within acceptable low-risk tolerances.

17 Fire Chief Aaron Byington reported that over the preceding weekend he had personally driven through the entire city
18 to assess areas of elevated risk, including agricultural land, heavy vegetation, areas presenting firefighting access challenges,
19 commercial zones, and properties in poor repair. Chief Byington stated that he would support either of two options: lifting the
20 ban in restricted areas while maintaining it in higher-risk zones, or upholding the ban in full. He noted his preference was for
21 the selective restriction approach. Chief Byington also reviewed six years of historical fire call data and reported that Stage 2
22 fire restrictions had been in place every year during that period, and that a state of emergency due to drought had been declared
23 in four of those six years—suggesting that current conditions, while serious, were not entirely unprecedented for the region.
24 He attributed the governor's order primarily to the significantly elevated wildland fire activity in Central Utah's wildland-urban
25 interface areas, rather than conditions specific to Syracuse.

26 Regarding staffing, Chief Byington confirmed that the City's seasonal wildland fire team was not currently deployed
27 elsewhere and would be brought in for the holiday period. A mobile brush truck would patrol the city throughout the discharge
28 nights, additional staffing would be secured to fully staff Station 32, and the police department was likewise planning for

1 enhanced enforcement presence. Code enforcement was also already active in addressing weed abatement issues that could
2 pose fire risks.

3 Mayor Maughan then presented a working draft map—distributed only to Councilmembers and not released
4 publicly—developed with staff to illustrate which areas might have the ban lifted and which would remain restricted. The map's
5 general approach was to maintain the ban over agricultural fields greater than approximately one acre, parks, church properties,
6 school properties, large commercial areas, and a specific residential corridor in the southern portion of the city where homes
7 were adjacent to unkempt wild spaces with dense dry vegetation. Residential neighborhoods in the interior of the city were
8 largely proposed to have the ban lifted, with the mayor estimating that approximately 85 to 95 percent of residential areas
9 would be accessible. Chief Byington emphasized that the map was best understood as selectively lifting the governor's statewide
10 ban in identified lower-risk areas, rather than as the city imposing new restrictions. Mayor Maughan noted that residents living
11 adjacent to restricted zones could generally access a permissible location by moving a short distance, such as across the street
12 or to a neighbor's driveway.

13 Councilmember Cragun stated that, deferring to the expertise of the fire chief and taking comfort in the confirmation
14 of adequate staffing and police enforcement capability, he would support a restricted plan that still allowed fireworks to
15 proceed.

16 Councilmember Pollard shared that his initial instinct had been to support restriction given the broader state situation,
17 but upon further reflection he had come to favor allowing residents the freedom to choose. He expressed that it was the city's
18 responsibility to be prepared to respond to the consequences of that freedom, and affirmed his support for either the partial
19 restriction approach or a fuller lifting of the ban. He stated he was not in favor of a complete ban, as he did not believe
20 government should categorically restrict citizens in this manner. Councilmember Pollard encouraged the city to pair its decision
21 with messaging asking residents to be mindful and responsible in their celebrations.

22 Councilmember Robertson expressed support for Option B as outlined in the information packet—lifting the ban with
23 targeted area restrictions based on the fire chief's and mayor's recommendations—as the best approach to minimize risk while
24 allowing residents to celebrate.

25 Councilmember Brown similarly supported Option 2, expressing trust in residents to act responsibly and affirming
26 confidence in the preparation undertaken by city staff and the fire department.

27 Councilmember Watson noted that much of the public concern was driven by conditions in Central Utah, which did
28 not reflect Syracuse's situation. He observed that city residents had been on regular watering schedules and that most lawns
29 and vegetation remained green and healthy. He expressed uncertainty about whether a drought year changed the calculus

1 enough to justify restrictions not previously considered necessary, and stated he would support lifting the ban without
2 restrictions, citing historical low-risk data and the fire department's preparedness. He noted that houses themselves were not
3 made more flammable by drought, and that the risk associated with fireworks near homes was inherent and consistent year to
4 year.

5 Following discussion, Mayor Maughan indicated that the Council was broadly aligned on lifting the ban in lower-risk
6 areas with targeted restrictions, consistent with the approach reflected in the draft map. He stated that a formal public
7 communication would be issued by 5:00 p.m. the following day, including a finalized map. He reminded all present that
8 fireworks inherently carry risk and that the city would not characterize any area as a "safe zone," but only as lower-risk relative
9 to restricted areas.

10
11
12 COUNCILMEMBER POLLARD MADE A MOTION TO ADJOURN. COUNCILMEMER ROBERTSON
13 SECONDED THE MOTION; ALL VOTED IN FAVOR.

14
15 The meeting adjourned at 7:02 p.m.

16
17
18
19 _____
20 Dave Maughan
21 Mayor

22 _____
Cassie Z. Brown, MMC
City Recorder

Date approved: _____



COUNCIL AGENDA

July 14, 2026

Agenda item #5a

Gas and Electric Requirements

Factual Summation

- It has been the City's *practice* to require that natural gas lines and electrical power lines be installed prior to the issuance of building permits within a subdivision. However, that requirement is not included in current SMC 8.10.170, which lists several building permit prerequisites.
- The oversight was brought to the City's attention when a subdivision developer recently requested several residential building permits in a new subdivision in which natural gas lines and power lines had not yet been installed.
- It is recommended that SMC 8.10.170 be amended to conform to the City's practice.

Discussion Goals

Approve, approve with conditions, deny, or table the recommendation from Planning Commission to amend the ordinance. Planning Commission held a public hearing on 7/7/26 and is forwarding a recommendation to approve this amendment.

Attachments

-Ordinance

-Proposed text amendment. Existing text shown in black, proposed change shown in red.

ORDINANCE 26-13
AN ORDINANCE AMENDING 8.10.170 ISSUANCE OF A BUILDING PERMIT

WHEREAS, Syracuse City requires that certain utilities and roadways are installed prior to obtaining a building permit; and

WHEREAS, The current list of required utilities does not include gas or power; and

WHEREAS, The city wishes to make available to every building both gas and power; and

WHEREAS, the Syracuse City Council feels that providing future residents with a choice of energy sources will increase resiliency in case of power outage and increase property values.

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

Section 1. Syracuse Municipal Code Sections 8.10.170 are amended, to read as attached hereto.

Section 2. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity of 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 14TH DAY OF JULY, 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

8.10.170 Issuance of building permit.

(A) The following requirements shall be met prior to the issuance of any building permit within a subdivision:

- (1) All required fencing must be installed as a condition of subdivision approval in compliance with Syracuse City zoning ordinance; and
- (2) All water and sewer and drainage systems must be installed, inspected and tested; and
- (3) All curb and gutter must be installed; and
- (4) A minimum of eight inches of road base must be in place and graded; and
- (5) All lots within the subdivision must be rough graded so that weeds and other vegetation can be maintained by the contractor; and
- (6) Natural gas and electric power shall be installed along every street in the project consistent with the Syracuse City Engineering Standards and Construction Specifications.

SYRACUSE CITY ENGINEERING STANDARDS AND CONSTRUCTION SPECIFICATIONS

December 2023



SYRACUSE
EST. **CITY** 1935

DIVISION 16: POWER, GAS, TELEPHONE AND T.V. CABLE**Section 16.01 POWER:**

All power improvements shall comply with the current Utah Power Department Standards. The standard location for power shall be one-foot behind sidewalk line within the 10' utility easement. Where the power is required to cross the right-of-way a conduit with a minimum 4" diameter conduit shall be installed. This conduit shall extend at least 5' beyond curb and gutter and/or sidewalk. The minimum depth of cover for power shall be 24" for secondary power and 32" for primary power.

Section 16.02 GAS:

All gas improvements shall comply with the standards of the gas provider as a minimum. The standard location for gas shall be 3 feet behind curb and gutter or sidewalk within the 10' utility easement. The depth of cover for gas shall be 18-30 inches.

Section 16.03 TELEPHONE:

All telephone improvements shall comply with standards of the telephone provider as a minimum. The standard location for telephone shall be joint trenched with the power line. Where the telephone is required to cross the right-of-way a conduit with a minimum 4" diameter conduit shall be installed. This conduit shall extend at least 5' behind curb and gutter and/or sidewalk. The depth of cover for phone shall be 18-30".

Section 16.04 T.V. CABLE:

All T.V. cable improvements shall comply with standards of the cable T.V. provider as a minimum. The standard location for cable T.V. may be joint trenched with the power and telephone and located six feet beyond the property line within the 10' utility easement. Where the cable T.V. is required to cross the right-of-way a conduit with a minimum 2" diameter conduit shall be installed. This conduit shall extend at least 5' behind the right-of-way line. The depth of cover for cable shall be 18-30".

Section 16.05 FIBER OPTIC:

All fiber optic improvements shall comply with standards of the fiber optic provider as a minimum. All fiber optic lines shall be encased in concrete. The concrete thickness shall be 1-1/2 times the diameter of the conduit. The concrete shall be placed on the top and sides of the conduit. The concrete shall be a minimum 500 psi. The depth of cover for fiber optic shall be 36".

THIS DOCUMENT AND ANY INFORMATION CONTAINED HEREIN ARE PROVIDED AS STANDING CONSULTATION DETAILS WITHIN SYRACUSE CITY CORPORATION FROM THIS DOCUMENT REQUIRES APPROVAL OF SYRACUSE CITY CORPORATION. SYRACUSE CITY CORPORATION CAN NOT BE HELD LIABLE FOR MISUSE OR CHANGES REGARDING THIS DOCUMENT.

NO. _____

REVISION DESCRIPTION _____

BY: JAPR DATE _____

DATE ADOPTED: 12/17/2023

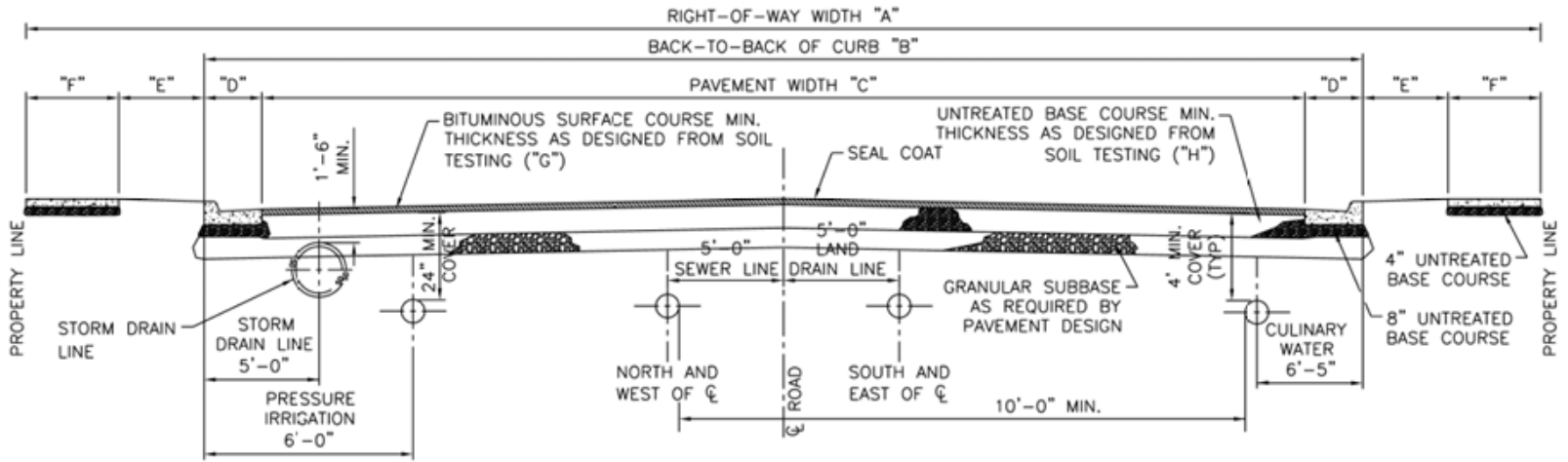
DATE FILED: _____

SYRACUSE CITY STANDARDS DRAWING BY: **88** DESIGN BY: **88** CHECKED BY: **88** LAST UPDATED: 12/17/2023



DEVELOPMENT STANDARDS
SYRACUSE CITY CORPORATION
STANDARD STREET SECTION

4 SHEET



TYPICAL STREET DIMENSIONS

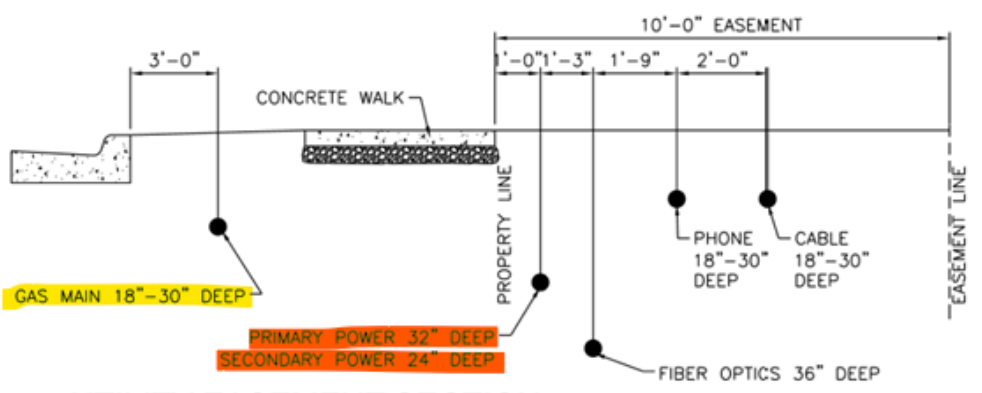
STREET DESIGNATION	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"
ARTERIAL	115'	85'	80'	2.5'	*5.0'	10.0'	NOTE 2	NOTE 2
MINOR ARTERIAL	84'	59'	54'	2.5'	*5.5'	5'/10'	NOTE 2	NOTE 2
COLLECTOR	66'	45'	40'	2.5'	*5.5'	5.0'	*4"	*12"
MULTI-MODAL COLLECTOR	71'	45'	40'	2.5'	*5.5'	5.0'/10'	*4"	*12"
LOCAL	60'	37'	32'	2.5'	*6.5'	5.0'	*3"	*10"

*MINIMUM REQUIREMENT

NOTES:

1. TOP BACK OF CURB ON BOTH SIDES OF ROAD TO BE SAME ELEVATIONS.
2. THE CITY ENGINEER SHALL VERIFY PAVEMENT DESIGN PRESCRIBED BY SOILS REPORT (SEE SPECIFICATIONS).
3. COMMERCIAL AND INDUSTRIAL STREET SECTIONS ARE DETERMINED BASED ON A TRAFFIC ANALYSIS FOR THE PARTICULAR USE.
4. VARIATIONS IN TYPICAL STREET DIMENSIONS MAY BE CONSIDERED BY THE CITY WHERE PHYSICAL CONSTRAINTS OF THE NATURAL LAND OR CREATING ENHANCEMENTS WOULD PREVENT THE ABILITY TO FOLLOW ESTABLISHED DIMENSIONS. ANY VARIATIONS MUST BE APPROVED BY THE PLANNING COMMISSION.

1 STANDARD STREET SECTION
SCALE: NOT TO SCALE



A UTILITY EASEMENT SECTION
SCALE: NOT TO SCALE

PAVEMENT WIDTHS IN EXCESS OF 32 FEET MAY BE REQUIRED ON LOCAL ROAD CROSS SECTIONS IF CONDITIONS SET FORTH IN UTAH STATE CODE 10-9a-508(5)(b) ARE PRESENT.

TYPICAL SURFACE TREATMENT APPLICATIONS

HIGH DENSITY MINERAL BOND SEAL: PARKING LOT, PAVED TRAIL, LOCAL STREET

CHIP & FOG: ARTERIAL, MINOR ARTERIAL, COLLECTOR, MULTI-MODAL COLLECTOR



COUNCIL AGENDA

July 14, 2026

Submitted by Colin Winchester

Agenda Item #5b **ORD 2026-14 – Amend SMC Title 4 and Title 10 to Require Recycling Programs for Multi-Family Residential Communities**

Factual Summation

In February 2025, the Council implemented single-stream curbside recycling for all residences serviced by the City's waste management contractor. The Council did not include multi-family residential communities at that time because the household waste from those residential units is collected and hauled away pursuant to private contracts.

The proposed ordinance requires *existing and future* multi-family residential communities to implement a recycling program by January 1, 2027.

The proposed ordinance also requires *future* multi-family residential communities to include recycling dumpsters within their site plans. The site plan provision (SMC 10.92.040(F)) was the subject of a public hearing before the Planning Commission on June 16, 2026. Following the public hearing, the Planning Commission voted to recommend the site plan provision to the City Council for approval.

FYI, attached is a spreadsheet showing the *existing* multi-family residential communities within the City, and the building types and numbers of residential units in each of those communities.

Discussion Goals

Discuss and determine whether to adopt the proposed ordinance.

Community	Building Style(s)	Number of Units	Recycling Offered?	Collector
Aria 1400 W Antelope	3 story walk up	351	No	Republic
Arlo 1600 W Antelope	3 story walk up	252	No	Robinson
Hunter's Cove 1500 S 2000 W	2 story towns	26	No	
Melrose 850 W Antelope	2 story towns 3 story towns	54	Yes	Robinson
Rentmeister 1 2050 W 2250 S	2 story walk up	16	No	Robinson
Rentmeister 2 1050 W Antelope	2 story walk up	12	No	Robinson
Rosewood 1600 S 200 W	3 story towns 2 story walk up	18	No	Robinson
Syracuse West 1900 W 2250 S	2 story walkup	16	No	Robinson
The Madison 1550 W 300 S	3 story walkup 11 single family	187	Yes	Ace
Veridian 1800 W Hwy 193	3 story walk up 2 story towns	300	No	Atlas

ORDINANCE 26-14
AN ORDINANCE ADOPTING A SINGLE-STREAM RECYCLING PROGRAM
FOR MULTI-FAMILY RESIDENTIAL COMMUNITIES

WHEREAS, Syracuse City desires to prolong the useful life of the Wasatch Integrated Waste Management District’s Davis Landfill (the “landfill”), reduce the need to haul residential solid waste to other regional landfills, and reduce the environmental impacts of depositing residential solid waste in landfills; and

WHEREAS, diverting recyclable materials from the landfills will assist the City in achieving its above-stated goals; and

WHEREAS, Syracuse City has already implemented a single-stream recycling program for single family residential units within the City; and

WHEREAS, recycling by the occupants of multi-family residential communities will assist the City in achieving its above-stated goals;

WHEREAS, the Syracuse City Council now desires to implement a single-stream recycling program for multi-family residential communities within the City;

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

Section 1. Syracuse Municipal Code Sections 4.50.010 and 10.92.040(F) are amended, and Syracuse Municipal Code Section 4.50.022 is adopted, to read as attached hereto.

Section 2. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity of 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 14TH DAY OF JULY, 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

4.50.010 Definitions.

The following terms, as used in this chapter, are defined as follows:

“Bulky wastes” means wastes that are not capable of being stored in the approved automated refuse containers and cannot be picked up by normally used collection vehicles, including items such as large tree branches, lawn sod, Christmas trees, etc.

“Commercial solid waste, green waste and recyclable materials” means garbage, rubbish, trash, food wastes, recyclable materials, green waste, etc., resulting from the normal and incidental activities of commercial users.

“Commercial user” means an enterprise, not a residence, such as a business, association, corporation, manufacturer, hotel, motel, resort, commercial entity, church, governmental or public entity other than the City, etc.

Container, Approved Household and Green Waste Container. Approved household, recycling, and green waste containers shall consist of 90- or 100-gallon recycling containers constructed from cross-linked, high-density polyethylene, or equivalent, designed specifically for automated collection equipped with wheels, for easy movement by residential users and containing permanently attached, tight-fitting lids, or as approved by the City.

“Food wastes” means animal, vegetable, or mineral matter derived from the preparation or packaging of foodstuffs.

“Garbage, rubbish and trash” means all solid waste except hazardous waste, including but not limited to combustibles such as paper, wood, yard trimmings, etc., and noncombustibles such as metal, glass, stone, etc.

“Green waste” means those green waste materials which can be recovered or otherwise diverted from the waste stream, such as lawn cuttings, clippings from bushes and shrubs, leaves, and other similar green yard waste, but not including dirt, rock, sod, or yard materials with thorns, as mutually agreed upon and determined by the contractor and the City.

“Hazardous materials and waste” means materials and wastes that are hazardous by reason of their pathological, explosive, radiological, or toxic character, including any chemical, compound, mixture, substance or article which is designated by the United States Environmental Protection Agency, the State of Utah Department of Environmental Quality, or Davis County health department to be “hazardous” as that term is defined by or pursuant to federal, state or local law.

“Household waste” means materials discarded from commonly used household

substances, not including dirt, rocks, sod, flammables, hot ashes, coals, or similar materials.

“Nonprocessable waste” means goods and materials which are not residential and/or are prohibited by the disposal facility, including, but not limited to, the following:

- (1) Any loads the majority of which consist of combustible material.
- (2) Hazardous waste of any kind.
- (3) Any material that when incinerated clearly includes electricity.
- (4) Explosives.
- (5) Medical or pathological wastes.
- (6) Animal or human body parts or remains.
- (7) Any materials the majority of which is liquid.
- (8) Large appliances.
- (9) Construction debris of unprocessable proportions.
- (10) Large metal objects of any kind.
- (11) Large sealed containers of any kind.
- (12) Motor vehicles or related parts.
- (13) Any item exceeding two feet by two feet by five feet in dimensions.
- (14) Wood having a cross section exceeding nine inches or five feet in length.
- (15) Any material that is on fire; i.e., “hot load.”
- (16) Commercial solid waste, as defined herein.
- (17) Hazardous materials and waste, as defined herein.
- (18) Bulky wastes, as defined herein.

“Multi-family residential community” means five or more co-located residential units under common ownership.

“Recyclable materials” means those materials which can be recovered from or otherwise diverted from the waste stream for the purpose of recycling, such as metals, paper and plastics, as mutually agreed upon and determined by the contractor and the City.

“Residence” means an occupied dwelling unit such as a home, trailer, or multifamily dwelling of four or less units, not including hotels or motels or mobile home trailer parks. Each unit of a multifamily dwelling shall be considered a separate residence for purposes of billing. A dwelling unit may be considered not occupied if the persons living therein are absent for over 90 continuous days. Unless otherwise agreed to by the City and the contractor, “residence” shall not include dwelling units located within planned unit developments or other privately accessed developments accessible by private roadways, streets and driveways.

“Residential green waste” means green waste resulting from the normal and incidental activities of residences.

“Residential recyclable materials” means recyclable materials resulting from the normal

and incidental activities of residences.

“Residential solid waste” means garbage, rubbish, trash, food wastes, etc., resulting from the normal and incidental activities of residences.

4.50.022 Collection of recyclable materials in multi-family residential communities.

(A) Effective January 1, 2027, each existing multi-family residential community shall:

(1) provide recycling containers or recycling dumpsters in sufficient number and volume to store one-half (.5) cubic yard of recyclable materials for each residential unit in the community;

(2) cause the contents of each recycling container or recycling dumpster to be collected and hauled to a certified recycling center at least biweekly;

(3) label each recycling container or recycling dumpster as “For Recyclable Materials Only” or words or depictions to that effect;

(4) inform prospective tenants during the application process that the community provides recycling containers or recycling dumpsters and encourage the proper use of such recycling containers or recycling dumpsters; and

(5) inform all tenants, at least annually, that that the community provides recycling containers or recycling dumpsters and encourage the proper use of such recycling containers or recycling dumpsters.

10.92.040 Development standards

(F) Site Design.

(1) Residential buildings shall be positioned on the site so that the front of the building faces the public road or private drive.

(a) Where front and rear frontage to two roads or driveways exists, the road or driveway with the largest width and traffic counts shall be the direction the front door faces.

(b) If frontage to the intersection of two roads or drive aisles exists, the building entrance(s) shall face toward the point of intersection of the two centerlines with a chamfered edge.

(c) Entryways shall not face toward the rear or side lot line of abutting property with single-family residential zoning or use.

(2) Terminating vistas shall be incorporated by centrally and prominently placing public art, landscaped monument signage, or building facades perpendicularly at the visual endpoint of streets and drive aisles.

(3) Garage doors shall not face public roads. Where double frontage exists, the garage door may face the lesser of the two roads or be side facing.

(4) The development design shall include direct automobile access to a public roadway on a full-width publicly dedicated right-of-way or private drive meeting International Fire Code (IFC) standards.

(5) All building entrances shall be directly connected to the public sidewalk with pedestrian walkways. These walkways must use differing material when crossing driveways. Decorative landscaping shall be included for one and one-half feet on one or both sides of all private walkways leading to front doors and/or residential breezeways.

(6) Cross access for automobiles and pedestrians to and from abutting properties is required where possible.

(7) On-site and off-site pedestrian sidewalks and shortcuts are required to increase access to adjacent shopping, employment, parks, or other amenities.

(8) Shared dumpster and recycling infrastructure is required in all mixed use developments. Dumpster enclosures shall be adequately sized to accommodate both a recycling container and a trash container. Both container types shall be grouped together in one enclosure. The development shall provide dumpster container capacity of a minimum one-half (.5) cubic yard for trash and one-half (.5) cubic yard for recycling per 1 residential unit. Each container type shall be clearly labeled with signage attached to the enclosure and to the container. Enclosures shall not be closer than 10 feet or exceed 300 feet as a pedestrian travels to the closest exterior wall of any residential unit. Recyclables shall be hauled to a recycling facility by a private contract trash hauler and not through the city contract.



COUNCIL AGENDA

July 14, 2026

Agenda Item #5c

Interlocal Cooperation Agreement between Davis County Cities and Davis County

Factual Summation

- The interlocal agreement is updated every five years, which coincides with each new UPDES permit term. It allows the cities to work together as Davis County Storm Water Coalition to share resources in the effort to prevent pollution in the storm water. This agreement is required to implement the control measures of the storm water management program.
- Any questions about this agenda item can be directed to Robert Whiteley.

Action Items:

Whether to authorize the mayor to sign the interlocal agreement for Syracuse City's continued participation on the Davis Stormwater Coalition.

**2026 INTERLOCAL COOPERATION AGREEMENT
BETWEEN DAVIS COUNTY CITIES AND
DAVIS COUNTY
FOR
UPDES GENERAL PERMIT**

THIS AGREEMENT (Agreement) is entered into this 8th day of September, 2026, by and between the following parties: DAVIS COUNTY, a body corporate and politic of the State of Utah, and the following cities, each of which is a municipal corporation of the State of Utah: BOUNTIFUL, CENTERVILLE, CLEARFIELD, CLINTON, FARMINGTON, FRUIT HEIGHTS, KAYSVILLE, LAYTON, NORTH SALT LAKE, SOUTH WEBER, SUNSET, SYRACUSE, WEST BOUNTIFUL, WEST POINT and WOODS CROSS (Parties).

WITNESSETH:

WHEREAS, the parties are "public agencies," and are authorized by the *Utah Interlocal Cooperation Act*, §11-13-101, *et seq.*, *Utah Code Annotated*, to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Environmental Protection Agency (EPA) has published its "Final Rule" setting forth the National Pollutant Discharge Elimination System (NPDES) permit application rules and regulations for stormwater discharges to municipal separate storm sewer systems; and

WHEREAS, the State of Utah, through its Department of Environmental Quality, Division of Water Quality (DWQ), has statutory rulemaking authority and authority to issue pollutant discharge elimination system permits within the State of Utah pursuant to the rules and regulations of the Utah Pollutant Discharge Elimination System (UPDES); and

WHEREAS, the State of Utah has issued a General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, Permit No. UTR 090000 (Permit), to each party of this Agreement, which Permit is incorporated herein by this reference; and

WHEREAS, the rules and regulations provide that more than one entity may jointly implement activities to comply with UPDES permit requirements under Section 4.3 of the Permit; and

WHEREAS, the parties are willing to jointly implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS the parties desire to enter into this Agreement setting forth their present understanding as to their respective responsibilities with regard to their participation as permittees under their Permit.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

1. Compliance with Permit. As permittees, the parties agree to jointly implement and enforce within their own jurisdictions, their respective responsibilities for complying with the Permit requirements including but not limited to, those responsibilities and requirements set forth in Parts 4.0, 5.0, and 6.0 of the Permit.

2. Administration of Agreement. The administration of this Agreement shall be done by the public works directors of each party, or their official designee, constituting the Davis County Storm Water Coalition (Coalition). Each party will have one voting right. No separate legal entity is created by the terms of this Agreement.

3. Costs. The parties agree that each party shall be responsible to pay for those costs relating to their own stormwater systems, and that the parties shall reimburse each other for expenses incurred in providing services for each other as may be agreed by the parties concerning the various tasks and responsibilities required under the Permit.

4. Joint Cooperation. As reasonably necessary, the parties agree to assist each other in providing and sharing information, drawings, plans, data, etc., which are required to comply

with the requirements set forth in the Permit. The specific activities that the parties agree to assist each other in are set forth as follows:

- a. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:
 - i. Residents.
 - ii. Institutions, industrial and commercial facilities.
 - iii. Developers and contractors (construction); and
 - iii. Municipal Separate Storm Sewer System (**MS4**) owned or operated facilities.
- b. Use the Coalition as a county-wide committee to:
 - i. Train personnel.
 - ii. Create partnerships; and
 - iii. Obtain input and feedback from special interest groups.
- c. Annually contribute updated storm drain system information for county-wide mapping purposes.
- d. Jointly prepare and promote model ordinances, updates and standards that address:
 - i. Illicit discharges.
 - ii. Construction site storm water runoff; and
 - iii. Long-term storm water management.
- e. Jointly arrange for and provide education about hydrologic methods and criteria for selecting and sizing post-construction **BMPs**.
- f. Jointly participate to develop draft Standard Operating Procedures.
- g. Jointly evaluate, identify, target and provide educational materials and

outreach to address the reduction of water quality impacts associated with nitrogen and phosphorus in discharges.

5. Term of Agreement. The parties agree that the duration of this Agreement shall commence upon entry and shall continue in effect for the term of the Permit (which expires at midnight, May 11, 2031) and for an additional 120 days from the effective date of the renewal of the Permit by DWQ.

6. Property. In the event that any property is acquired by the parties jointly for the undertaking, and paid for by them, then it shall be divided as the parties' representatives shall agree, or if no agreement is reached, then it shall be divided according to their respective payments for property, or if it cannot be practically divided, then the property shall be sold and the proceeds divided according to the parties' proportionate share of the purchase of the item of property. If property is purchased at one party's sole expense in connection with this Agreement, then the property so purchased shall be and remain the property of the party which purchased it.

7. Entire Agreement. This Agreement embodies the entire agreement between the parties, and it cannot be altered except in a written amendment which is signed by the parties.

8. Governmental Immunity. The parties recognize and acknowledge that each party is covered by the Utah Governmental Immunity Act, as set forth in *Utah Code Ann. § 63G-7-101, et seq.*, as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the party employing their services, even if performing functions outside of the territorial limits of such party, and shall be deemed officers and employees of such party under the provisions of the Utah Governmental Immunity Act. Each party shall be responsible and shall defend the action of its own employees, negligent

or otherwise, performed pursuant to the provisions of this Agreement.

9. No Third-Party Benefits. This Agreement is not intended to benefit any person or entity not named as a party hereto.

10. Severability. If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect any other provision hereof, each of which shall be construed and enforced as if the invalid or unenforceable portion were not contained herein. Such invalidity or unenforceability shall not affect any valid and enforceable application thereof, and each such provision shall be deemed to be effective, operative and entered into in the manner and to the full extent permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first above written.

[Signature Pages to Follow]

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

DAVIS COUNTY

By: _____
John Crofts, Chair
Davis County Commission

ATTEST:

Brian McKenzie
Davis County Clerk/Auditor

Approved as to Form:

Office of Davis County Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF BOUNTIFUL

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF CENTERVILLE

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF CLEARFIELD

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF CLINTON

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF FARMINGTON

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF FRUIT HEIGHTS

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF KAYSVILLE

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF LAYTON

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF NORTH SALT LAKE

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF SOUTH WEBER

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF SUNSET

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF SYRACUSE

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF WEST BOUNTIFUL

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF WEST POINT

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date _____

CITY OF WOODS CROSS

By: _____

Mayor

ATTEST:

City Recorder

Approved as to Form:

City Attorney



COUNCIL AGENDA

July 14, 2026

Agenda Item #5d Resolution on Commitment to Volunteerism and receiving the designation as a Just Serve City

Background

The JustServe City Program recognizes cities that demonstrate a commitment to volunteerism and community service. To receive the designation, the City would generally need to adopt and display a volunteerism proclamation and submit it to JustServe. The program also encourages cities to list volunteer opportunities on JustServe.org and recognize outstanding community volunteers.

Alignment with City Mission and Key Results

The designation aligns with Syracuse City's mission to provide quality, affordable services while promoting community pride, fostering economic development, and preparing for the future.

It most directly supports the City-wide vision statement related to fostering "a strong sense of community pride, involvement, and public safety through improvements, events, and services." It also aligns with the City's targeted key result to seek out, actively recruit, and communicate with residents willing to volunteer skills and talents toward City initiatives and goals.

While volunteerism would not replace core City services, the program could help connect residents with opportunities to support community events, parks and recreation efforts, beautification projects, emergency preparedness, neighborhood service, and other appropriate City or community initiatives.

Potential Benefits

Possible benefits of pursuing the designation include:

- Providing a public statement of the City's support for volunteerism and civic involvement;
- Highlighting this tool to connect residents with local service opportunities;

- Supporting community pride and resident engagement;
- Strengthening partnerships with schools, churches, civic groups, nonprofits, and residents;
- Creating a formal framework to recognize outstanding volunteers;
- Supporting City goals related to volunteer engagement, public communication, and community-based service.

Use in City Publications

If the City receives the designation, it could be incorporated into City communications and branding materials where appropriate, including:

- City website and volunteer opportunity pages;
- Newsletters, utility bill inserts, and social media posts;
- Community event materials;
- Recognition of volunteer award recipients;

Any use of the JustServe logo or designation would be reviewed against the style guide provided by JustServe.

Fiscal Impact

No direct application fee or significant direct cost has been identified. The primary impact would be staff time to coordinate the proclamation, communication, volunteer listings, and recognition efforts.

Action Item

Vote on whether to approve this resolution committing the city to volunteerism efforts, and obtaining the designation as a Just Serve City.

RESOLUTION R26-29

A RESOLUTION PROCLAIMING COMMITMENT TO VOLUNTEERISM IN SYRACUSE CITY.

WHEREAS we firmly believe that the values of compassion, empathy, and community support are the foundation of a united harmonious society and fosters connections that transcend differences; and

WHEREAS the strength and prosperity of our cities, towns, and villages are based in the selflessness of its residents to serve and uplift one another; and

WHEREAS, we acknowledge the profound impact that can be achieved when we extend a helping hand to our neighbors, especially those of different backgrounds and lifting them up and collectively working to improve lives; and

WHEREAS we nurture a culture of giving within our cities, emphasizing that volunteerism is not just a duty but a source of personal fulfillment and community strength; and as we work side by side with and learn from each other, mutual understanding increases, misconceptions can be corrected, and new friendships are built; and

WHEREAS we urge all citizens to care for one another, volunteer, and engage in acts of service and kindness that contribute to our city's betterment and its inhabitants' well-being, regardless of background or belief; and

WHEREAS the City of Syracuse, Utah has joined a growing list of supporters and hundreds of leaders to date, in making a commitment to volunteerism;

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

SECTION 1: Commitment to Volunteerism. Syracuse City hereby commits to promoting volunteerism and leveraging programs such as JustServe.org to make it easier for residents to find and engage in volunteer opportunities.

SECTION 2: Acknowledgement of Volunteers. Syracuse City hereby commits to regularly acknowledge and celebrate the contributions of volunteers.

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. 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 14th DAY OF JULY, 2026.**

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Dave Maughan, Mayor



COUNCIL AGENDA

July 14, 2026

Agenda Item #6

Public Hearing: Storm Water Management Program (SWMP) amendments.

Factual Summation

- Syracuse City has updated the SWMP in compliance with the Utah Pollutant Discharge Elimination System General Permit for discharges from small municipal separate storm sewer systems issued by the Utah Division of Water Quality. This general permit is issued in compliance with the provisions of the Utah Water Quality Act, Title 19, Chapter 5, UCA 2004 and the Federal Water Pollution Control Act (33 USC).
- Updates to the SWMP are required each time the general permit is reissued. This permit is effective May 12, 2026 to May 11, 2031 when the permit will again be renewed. Permittees that are renewing are given 180 days after the effective date to submit an updated SWMP to the division.
- The main purpose of the SWMP is to provide a program that will improve the quality of storm water to the maximum extent practicable. These are achieved by setting measurable goals through six control measures. The control measures include the following:
 - Public education and outreach on storm water impacts
 - Public involvement / participation
 - Illicit discharge detection and elimination
 - Construction site storm water runoff control
 - Long-term storm water management in new development and redevelopment
 - Pollution prevention and good housekeeping for municipal operations
- Any questions about this agenda item can be directed to Robert Whiteley.

Action Items

Whether to approve the resolution R26-30 to adopt the updated Storm Water Management Program.

RESOLUTION NO. R26-30

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING
THE ADOPTION OF THE 2026 STORM WATER MANAGEMENT
PROGRAM FOR SYRACUSE CITY, UTAH.**

WHEREAS, The State of Utah Department of Environmental Quality, Division of Water Quality requires Syracuse City to complete and adopt a Storm Water Management Program in compliance with the Utah Water Quality Act, Title 19, Chapter 5 UCA, providing authorization to discharge storm water under the Utah Pollutant Discharge Elimination System (UPDES) through the general permit for discharges from small municipal separate storm sewer systems; and

WHEREAS, the purpose of the Storm Water Management Program is to establish a plan to reduce the discharge of pollutants from the storm drain system, protect water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act.

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

Section 1. That the City Council of Syracuse affirms that it has reviewed and accepted the 2026 Storm Water Management Program.

Section 2. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF July, 2026.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Dave Maughan, Mayor



2026 - 2031

STORM WATER MANAGEMENT PROGRAM

Syracuse City, Utah



Prepared by: Robert Whiteley, PE
PUBLIC WORKS DIRECTOR

SYRACUSE CITY CORPORATION
Storm Water Management Program

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1.0 Introduction

1.1 Introduction

This Storm Water Management Program (SWMP) has been developed exclusively for Syracuse City, Utah. Syracuse City is located between Ogden and Salt Lake City in Davis County west of Layton City and situated along the east shore of the Great Salt Lake. This SWMP has been implemented for the purpose of:

1. Reducing the discharge of pollutants from the Municipal Separate Storm Sewer System (MS4);
2. Protect water quality; and
3. Satisfy the appropriate water quality requirements of the Utah Water Quality Act

Six control measures have been incorporated into the SWMP in order to implement the program in accordance with the Small MS4 General UPDES Permit UTR 090000.

These control measures include the following:

1. Public education and outreach on storm water impacts
2. Public involvement / participation
3. Illicit discharge detection and elimination (IDDE)
4. Construction site storm water runoff control
5. Long-term storm water management in new development and redevelopment (post-construction storm water management)
6. Pollution prevention and good housekeeping for municipal operations

The water quality within Syracuse City is relatively good. None of the streams or waterways has been identified as protected under Section 303(d) of the USEPA regarding impaired waters. This list is found online at the following link:

<http://www.deq.utah.gov/ProgramsServices/programs/water/wqmanagement/assessment/PreviousIR.htm>.

Syracuse City is an active member of the Davis County Storm Coalition. The coalition works together to promote improved storm water quality.

All pollution including nitrogen and phosphorus reductions are a collaborative effort with the storm coalition to evaluate, identify, target, and provide outreach to improve water quality in the area.

The storm drain system is maintained by Syracuse City Public Works Department,

Environmental Division. The Environmental Superintendent is responsible to implement and coordinate the Best Management Practices (BMP's) contained within this SWMP.

This SWMP is reviewed annually in conjunction with the preparation of an annual report submitted to the State Department of Environmental Quality, Division of Water Quality. Any updates to this report follow procedures outlined in Section 4.4 of the general permit.

1.2 Definitions

Definitions are defined in the Utah Pollutant Discharge Elimination System Permit Number UTR090000, Section 7.

1.3 General Requirements

General requirements for a storm water management program, as specified in the Small MS4 General Permit are specified in the UPDES Permit Section 2.2. include the following:

1. Permit number;
2. MS4 location description and map;
3. Information regarding the overall water quality concerns, priorities, measurable goals, and interim milestones specific to the Permittee that were considered in the development and/or revisions to the SWMP;
4. A description of program elements that will be implemented (or are already being implemented) in each of the six minimum control measures.
5. A description of any modifications to ongoing processes implemented in accordance with the previous MS4 General Permit for each of the six minimum control measures;
6. A description of how Syracuse has met existing requirements of the Permit by referencing existing program areas that already meet the Permit requirements. The description shall include specific details for complying with the required items in each of the six minimum control measures contained within the SWMP.
7. A description of measurable goals that include, as appropriate, the year by which Syracuse will achieve required actions for any new Permit requirements, including interim milestones. This description shall include specific details for complying with the required items in each of the six minimum control measures contained within the SWMP.

8. A description of the roles and responsibilities of all offices, departments, Directors, or sub-sections, and if necessary other responsible entities. The SWMP shall also include any necessary agreements, contracts, or memorandum of understanding (“MOUs”) between said entities that affect the implementation and operation of the SWMP.
9. Joint submittals of Co-Permittees (not applicable to Syracuse) and the associated responsibility in meeting requirements of the SWMP;
10. A certification and signature;

1.4 Storm Water Ordinance

Syracuse City has an Illicit Discharge and Erosion Control ordinance in Title 4, Chapter 40 that has been adopted by the governing body. The ordinance was modified in 2018 to comply with the 80th percentile storm requirements. It was modified in 2020 regarding non-gravity discharge. The ordinance is found online at the following link: <http://www.codepublishing.com/UT/Syracuse/>

1.5 Nutrient Pollution: Nitrogen and Phosphorus

Syracuse City actively participates with the Davis Storm Water Coalition in a combined effort to identify target sources and educate the public about how they can help to reduce these nutrients from storm water.

1.6 Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Authorized Signature

Date

2.0 SWMP General Information

2.1 Program Effective

This Storm Water Management Program was adopted by Syracuse City Council by Resolution R2026-## on DATE. It is effective until May 11, 2031.

2.2 Local Contact Representatives

The responsible representative(s), position and phone number for Syracuse City regarding this SWMP listed in notification priority order are:

Public Works	During business hours/ Admin. Prof.	801-825-7235
Public Works	after hours emergency on-call	801-643-5775
Darel Webb	Environmental Superintendent	801-837-6777
Joe Dodd	Environmental Maintenance Worker	801-809-2811
Marshal Mathis	Environmental Maintenance Worker	801-388-7155
Robert Whiteley	Public Works Director	801-614-9682

2.3 Agency Contacts

Spill Hotline	Davis County Health Department	801-807-3872
Dalton Boucher	Davis County Health Department	801-525-5077
Kedric Capron	Davis County Health Department	385-394-1411
Randy Olson	Davis County Health Department	801-525-5132
Brian Child	Olympus Insurance	801-486-1373
Utah Division of Water Quality	Environmental Incidents	801-536-4123
Utah Division of Water Quality	General Office	801-536-4300
Utah Division of Water Quality	Wireless	801-231-1769

2.4 Description of Roles and Responsibilities

The following positions have the described responsibility for implementation and management of the specific measures as described in the SWMP.

Public Works Director

This individual is responsible for overall management of the storm water collection system. Responsibilities include working with governance to ensure sufficient budget is allocated to implement the SWMP, maintenance of the SWMP document, development of a capital improvement program, and general supervision of all public

works staff.

Environmental Superintendent

This individual is responsible for daily implementation of the SWMP. This includes maintenance activities, compliance with the General Permit requirements, monitoring and measurement reporting requirements, inspection, documentation, and supervision of all environmental maintenance workers.

Environmental Maintenance Worker

This individual is responsible for assisting the Environmental Superintendent with maintenance activities, compliance with SWMP requirements, inspection, documentation, and monitoring and measurement reporting requirements.

Administrative Professional

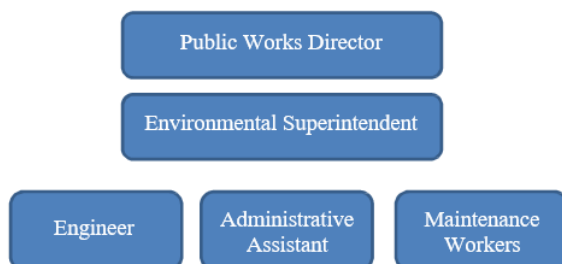
This individual is responsible for receiving emergency notifications and making notifications to necessary individuals and agencies. This individual also assists with recordkeeping of the SWMP and well as reporting annually and as needed. This individual also assists with storm water activity permits and with tracking all stormwater inspections related to construction.

Engineer

This individual is responsible for the development and maintenance of collection system design standards; maintenance of collection system mapping; and maintenance of the storm drain system model; and construction inspections.

2.5 Organizational Chart

Below is the organization chart associated with the SWMP. This represents how individuals in the organization work together specifically supporting the stormwater program. This does not represent the organization structure established in the department for daily operations.



3.0 Public Education and Outreach on Storm Water Impacts

3.1 Existing program elements

Public education is an essential part of the success of this SWMP. Reaching out to the public is achieved in many ways, such as: monthly newsletter, website, social media, email, signs, printed material, public meetings, pre- development meetings, pre-construction meetings, staff meetings, surveys, volunteer service requests, and community events. Emergency situations may justify other means of public notification, such as: television, radio, and reverse phone notification. Typically our city will encourage the public annually to sign up for Everbridge, which is an avenue that people can voluntarily sign up for emergency notifications occurring in their area. Notify Me is another method for residents to receive notifications from the city. Utilizing these methods, the public becomes more aware of ways to improve water quality in storm water.

<https://www.daviscountyutah.gov/emergency-management/emergency-alert-sign-up>

3.2 Long term ongoing processes

All the requirements in this control measure have already been programmed and are an ongoing process. Some improvements have been the use of social media with the ever-growing ability to reach large audiences; also, an increasing number of individuals sign up on Everbridge.

3.3 Measurable goals

All the goals are currently programmed for this control measure.

3.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

4.0 Public Involvement / Participation

4.1 Existing program elements

Public participation is achieved with ordinances that have been in place to regulate storm water quality. The ordinance is the controlling document to comply with the general permit for discharges from small municipal separate storm sewer systems.

The Storm Water Management Program is made available to the public for review and input. Once drafted, it is placed in a packet presented to the city council. The contents of the packet are available on the city website. The city council reviews the document in a work session as well as in a regular business session. Both sessions allow the council as well as the public to provide input during a public hearing that is given proper public noticing according to state law.

Once the SWMP is adopted by resolution from the city council, it is posted to the city website throughout the life of the permit. Contact information is included in the SWMP document for interested parties having inquiries.

4.2 Long-term ongoing processes

All the requirements in this control measure have already been programmed and are an ongoing process. Some of the improvements have been the ability to include more comprehensive information in the council packet, since they are all accessed electronically. This also improves the ability to share information to the public.

4.3 Measurable goals

All the goals have been achieved in this control measure.

4.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

5.0 Illicit Discharge Detection and Elimination

5.1 Existing program elements

An IDDE program is in place to systematically find and eliminate sources of non-storm water discharges and to prevent illicit connections and discharges. This program is included in the appendix.

5.2 Long-term ongoing processes

Maps of the storm system are updated annually with all new developments and modifications. Maps include the outfalls of the storm system that discharge into ditches that feed the Great Salt Lake.

Ordinance is in place to prohibit all non-storm water discharges including spills, illicit connections, illegal dumping, and sanitary sewer overflows. The ordinance includes enforcement for violations.

Priority areas likely to have illicit discharges involve new construction. New construction is checked for correct connection to utility laterals that are stubbed into the lot. This check is done as a part of the building inspection. It is accomplished by dye testing the pipes. A certificate of occupancy cannot be issued if this test fails.

Dry weather screening of all outfalls are done once every five years. An inspection process and form are included in the appendix.

Standard Operating Procedures have been established for tracing the source of an illicit discharge, characterizing the potential threat of an illicit discharge, ceasing illicit discharges, spill and improper disposal, and program evaluation and assessment. These SOP's are found in the Standard Operating Procedure manual at public works.

Information is given to the public regarding the hazards associated with illicit discharges and improper disposal of waste, as well as collection facilities available for household hazardous waste. A hotline is available to the public for notification of spills and illicit discharges. The city website is also available and widely used by the public for "Fix-it Request", which initiates a work order for the maintenance crew.

A spill/dumping response plan and flowchart is included in the IDDE Program found in the appendix. All incidents are kept on file for review and tracking.

All employees are trained during orientation and annually regarding the IDDE program. The training includes: identification, investigation, termination, cleanup, reporting, and enforcement of all illicit discharges. Records of all trainings are kept.

5.3 Measurable goals

Maps will be converted over from KMZ to GIS. (Control Measure 3a, Permit 4.2.3.1)

Update the city webpage with HHW information and hotline. (Control Measure 3h and 3i, Permit 4.2.3.3.5 and 4.2.3.3.6)

Review and update all SOP's to meet current practices and requirements. (Control Measures 3j-3p, Permit 4.2.3.4.1 through 4.2.3.4.5)

Update the online fix-it request system to meet requirements. (Control Measure 3m, Permit 4.2.3.4.2)

5.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

6.0 Construction Site Storm Water Runoff Control

6.1 Existing program elements

Storm water pollution reduction from construction sites is currently programmed as a part of this SWMP.

6.2 Long-term ongoing processes

An ordinance is currently in place to reflect UPDES requirements for construction activities. Developers and contractors are made aware of the ordinance requirements during pre-construction meetings. Construction shall not occur until all SWPPP permits are in place for both the city and state. A qualified person representing the contractor is required to inspect each construction site and maintain all BMP's. All enforcement actions are documented and kept on file. An SOP is in place for pre- construction reviews of SWPPP's on construction projects. An SOP for construction site inspection is also in place. All SOP's are found in the Standard Operating Procedure manual.

Construction oversight inspections are performed during all phases: before land disturbance, at least once a year during active construction, after construction during final walk through warranty inspection, and for each verified complaint. Contractors are notified of the requirements to clean up the site and file a Notice of Termination with the State and the city. A deposit is returned after the site is completely cleaned up and temporary BMP's are removed. Priority construction sites are inspected monthly. Construction inspection frequency can be reduced for specific conditions, such as: adequate compliance history, frozen conditions, and arid locations.

Construction inspections by contractors or their representative can be done electronically or they may opt-out and perform the inspections on paper. All construction oversight inspections, re-inspections, and enforcements are performed electronically by Syracuse and tracked on inspection reports. Follow ups from inspections are done to ensure compliance. Enforcement actions are taken for non-compliance. Records are kept for five years.

Contractors who the city hire to build capital projects are informed of the stormwater program requirements during the pre-construction meeting. Training is

provided to all public works inspectors related to construction site storm water runoff control.

6.3 Measurable goals

Review and update the construction oversight enforcement SOP (Control Measure 4d, Permit 4.2.4.2.1) and construction inspection SOP (Control Measure 4i, Permit 4.2.4.4.1)

Review and update the pre-construction checklist that occurs during the design review stage. (Control Measure 4f, Permit 4.2.4.3.1)

6.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

7.0 Long-term Storm Water Management in New Development and Redevelopment

7.1 Existing program elements

Ordinance is in place that includes post-construction controls. The ordinance includes enforcement for violators, protects water quality, and aims to reduce pollutants to the storm drain system. The general plan describes a sensitive overlay zone to protect sensitive areas of the city.

7.2 Long-term ongoing processes

At project close-out, a final warranty inspection is performed to ensure that the as-built infrastructure was constructed properly. Long term storm water management controls are checked during the final inspection.

All privately-owned detention basins are required to have a maintenance agreement in place. These basins are inspected once every five years by the city to ensure they are being maintained properly. Access to private property for stormwater infrastructure inspections is allowed by city ordinance. An inventory of all public and private detention basins is updated annually. An inventory of all stormwater controls are updated in GIS after project construction is complete.

All public works staff being involved in the SWMP are trained on an annual basis.

7.3 Measurable goals

Low Impact Development is included in design review and pre-development meetings for discussion and consideration. (Control Measure 5c, Permit 4.2.5.1.3)

Stormwater quality report is required from all developments submitted to city engineer. This will indicate efforts that each development is making to meet 80th percentile rainfall retention and LID techniques. (Control Measure 5d, Permit 4.2.5.1.4)

Create an SOP for plan reviews. Include stormwater quality report submittal and review. (Control Measure 5j, Permit 4.2.5.3.1).

Create an SOP for construction site inspection and enforcement of post construction

storm controls. (Control Measure 5I, Permit 4.2.5.4)

7.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

8.0 Pollution Prevention and Good Housekeeping for Municipal Operations

8.1 Existing program elements

This program includes processes for all city-owned facilities regarding SOP's, pollution prevention BMP's, SWPPP's, and training.

8.2 Long-term ongoing processes

Inventory of city-owned facilities and storm water controls are contained in this document in the maps appendix. The assessment of each facility indicates potential threat of contaminants from each site. High priority sites have been determined from the assessment. A SWPPP for each high- priority site is included on the map.

Visual inspections are performed monthly and comprehensive inspections are performed every six months on each high-priority site. Points of storm water discharge are visually observed annually on each high priority site.

SOP's have been developed for city-owned facilities, material storage areas, parks and open space, vehicles and equipment, roads and parking lots, and storm water collection system.

8.3 Measurable goals

A new parks maintenance building was constructed in 2024. This will be added as a high priority site. All requirements in this control measure will be updated to include that new site.

A new fire station was constructed in 2024. A floor drain inventory will be updated to include that building. (Control Measure 6o, Permit 4.2.6.6)

8.4 Summary

A detailed summary of the control measures including: permit requirements, audience, goals, achievement method, and frequency are included in the appendix.

Appendix A: UPDES General Permit for Small MS4's

Current Electronic Version found here:

[2026 Utah DWQ MS4 permit](#)

Appendix B: Ordinance 4.40 Illicit Discharge and Erosion Control

Current electronic version found here:

<https://www.codepublishing.com/UT/Syracuse/#!/Syracuse04/Syracuse0440.html#4.40>

Appendix C: Resolution

RESOLUTION NO. R2026-xx

A RESOLUTION OF THE SYRACUSE CITY COUNCIL AUTHORIZING THE ADOPTION OF THE 2026 STORM WATER MANAGEMENT PROGRAM FOR SYRACUSE CITY, UTAH.

WHEREAS, The State of Utah Department of Environmental Quality, Division of Water Quality requires Syracuse City to complete and adopt a Storm Water Management Program in compliance with the Utah Water Quality Act, Title 19, Chapter 5 UCA, providing authorization to discharge storm water under the Utah Pollutant Discharge Elimination System (UPDES) through the general permit for discharges from small municipal separate storm sewer systems; and

WHEREAS, the purpose of the Storm Water Management Program is to establish a plan to reduce the discharge of pollutants from the storm drain system, protect water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act.

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

Section 1. That the City Council of Syracuse affirms that it has reviewed and accepted the 2026 Storm Water Management Program.

Section 2. This resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS xxth DAY OF xxxxxxx, 2026.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Dave Maughan, Mayor

Appendix D: Inter-local Agreement

**2026 INTERLOCAL COOPERATION AGREEMENT
BETWEEN DAVIS COUNTY CITIES AND
DAVIS COUNTY
FOR
UPDES GENERAL PERMIT**

THIS AGREEMENT (Agreement) is entered into this ____ day of _____, 2026, by and between the following parties: DAVIS COUNTY, a body corporate and politic of the State of Utah, and the following cities, each of which is a municipal corporation of the State of Utah: BOUNTIFUL, CENTERVILLE, CLEARFIELD, CLINTON, FARMINGTON, FRUIT HEIGHTS, KAYSVILLE, LAYTON, NORTH SALT LAKE, SOUTH WEBER, SUNSET, SYRACUSE, WEST BOUNTIFUL, WEST POINT and WOODS CROSS (Parties).

WITNESSETH:

WHEREAS, the parties are "public agencies" and are authorized and to comply with the *Utah Interlocal Cooperation Act*, §11-13-101, *et seq.*, *Utah Code Annotated*, to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Environmental Protection Agency (EPA) has published its "Final Rule" setting forth the National Pollutant Discharge Elimination System (NPDES) permit application rules and regulations for stormwater discharges to municipal separate storm sewer systems; and

WHEREAS, the State of Utah, through its Department of Environmental Quality, Division of Water Quality (DWQ), has statutory rulemaking authority and authority to issue pollutant discharge elimination system permits within the State of Utah pursuant to the rules and regulations of the Utah Pollutant Discharge Elimination System (UPDES); and

WHEREAS, the State of Utah has issued a General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, Permit No. UTR 090000 (Permit), to each party of this Agreement, which Permit is incorporated herein by this reference; and

WHEREAS, the rules and regulations provide that more than one entity may jointly implement activities to comply with UPDES permit requirements under Section 4.3 of the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems; and

WHEREAS, the parties are willing to jointly implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS the parties desire to enter into this Agreement setting forth their present understanding as to their respective responsibilities with regard to their participation as permittees under their Permit.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

1. Compliance with Permit. As permittees, the parties agree to jointly implement and enforce within their own jurisdictions, their respective responsibilities for complying with the Permit requirements including but not limited to, those responsibilities and requirements set forth in Parts 4.0, 5.0, and 6.0 of the Permit.

2. Administration of Agreement. The administration of this Agreement shall be done by the public works directors of each party, or their official designee, constituting the Davis County Storm Water Coalition (Coalition). Each party will have one voting right. No separate legal entity is created by the terms of this Agreement.

3. Costs. The parties agree that each party shall be responsible to pay for those costs relating to their own stormwater systems, and that the parties shall reimburse each other for expenses incurred in providing services for each other as may be agreed by the parties concerning the various tasks and responsibilities required under the Permit.

4. Joint Cooperation. As reasonably necessary, the parties agree to assist each other in providing and sharing information, drawings, plans, data, etc., which are required to comply

with the requirements set forth in the Permit. The specific activities that the parties agree to assist each other in are set forth as follows:

- a. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:
 - i. Residents
 - ii. Institutions, industrial and commercial facilities
 - iii. Developers and contractors (construction)
 - iv. Municipal Separate Storm Sewer System (**MS4**) owned or operated facilities
- b. Use the Coalition as a county-wide committee to:
 - i. Train personnel
 - ii. Create partnerships
 - iii. Obtain input and feedback from special interest groups
- c. Annually contribute updated storm drain system information for county-wide mapping purposes
- d. Jointly prepare and promote model ordinances, updates and standards that addresses:
 - i. Illicit discharges
 - u. Construction site storm water runoff
 - m. Long-term storm water management
- e. Jointly arrange for and provide education about hydrologic methods and criteria for selecting and sizing post-construction **BMPs**
- f. Jointly participate to develop draft Standard Operating Procedures
- g. Jointly evaluate, identify, target and provide educational materials and

outreach to address the reduction of water quality impacts associated with nitrogen and phosphorus in discharges

5. Term of Agreement. The parties agree that the duration of this Agreement shall commence upon entry and shall continue in effect for the term of the Permit (which expires at midnight, May 11, 2026) and for an additional 120 days from the effective date of the renewal of the Permit by the Division.

6. Property. In the event that any property is acquired by the parties jointly for the undertaking, and paid for by them, then it shall be divided as the parties' representatives shall agree, or if no agreement is reached, then it shall be divided according to their respective payments for property, or if it cannot be practically divided, then the property shall be sold and the proceeds divided according to the parties' proportionate share of the purchase of the item of property. If property is purchased at one party's sole expense in connection with this Agreement, then the property so purchased shall be and remain the property of the party which purchased it.

7. Entire Agreement. This Agreement embodies the entire agreement between the parties, and it cannot be altered except in a written amendment which is signed by the parties.

8. Governmental Immunity. The parties recognize and acknowledge that each party is covered by the Utah Governmental Immunity Act, as set forth in *Utah Code Ann.* §§, 630-7-101, *et seq.*, as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed, officers and employees of the party employing their services, even if performing functions outside of the territorial limits of such party and shall be deemed officers and employees of such party under the provisions of the Utah Governmental Immunity Act. Each party shall be responsible and shall defend the action of its own employees, negligent

or otherwise, performed pursuant to the provisions of this Agreement.

9. No Third-Party Benefits. This Agreement is not intended to benefit any person or entity not named as a party hereto.

10. Severability. If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect any other provision hereof, each of which shall be construed and enforced as if the invalid or unenforceable portion were not contained herein. Such invalidity or unenforceability shall not affect any valid and enforceable application thereof, and each such provision shall be deemed to be effective, operative and entered into in the manner and to the full extent permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first above written.

[Signature Pages to Follow]

Appendix E: BMP Maintenance Agreement

STORMWATER MANAGEMENT/BMP FACILITIES MAINTENANCE AGREEMENT Syracuse, Utah

THIS AGREEMENT, made and entered into this day of , 20 , by and between (Owner) hereinafter called the "Landowner", and Syracuse, Utah, hereinafter called "City". WITNESSETH, that WHEREAS, the Landowner is the owner of certain real property described as (Development Name/Parcel Identification Number) as recorded by deed in the land records of Davis County, Utah, Deed Book Page , hereinafter called the "Property". WHEREAS, the Landowner is proceeding to build on and develop the property; and WHEREAS, the Site Plan/Subdivision Plan known as _ , (Name of Plan/Development) hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the City, provides for detention and/or Structural Best Management Practices (BMP) of stormwater within the confines of the property; and

WHEREAS, the City and the Landowner, its successors and assigns, including any homeowners association, agree that the health, safety, and welfare of the residents of Syracuse, Utah, require that on-site stormwater management/BMP facilities as constructed be maintained on the Property; and

WHEREAS, the City requires that on-site stormwater management/BMP facilities as constructed be adequately maintained by the Landowner, its successors and assigns, including any homeowners association.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The Landowner, its successors and assigns, including any homeowners association, shall adequately maintain the stormwater management/BMP facilities as constructed by approved design plans in accordance with current engineering standards. This includes all private pipes and channels built to convey stormwater to the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these facilities are performing their design functions.
2. The Landowner, its successors and assigns, shall inspect the stormwater management/BMP facility and submit an inspection report annually to the City. The purpose of the inspection is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structure, pond areas, access roads, etc. Deficiencies and corrective actions shall be noted in the inspection report.

3. The Landowner, its successors and assigns, hereby grant permission to the City, its authorized agents and employees, to enter upon the Property and to inspect the stormwater management/BMP facilities whenever the City deems necessary. The purpose of inspection is to follow-up on reported deficiencies and/or to respond to citizen complaints. The City shall provide the Landowner, its successors and assigns, copies of the inspection findings and a directive to commence with the repairs, if necessary.

4. In the event the Landowner, its successors and assigns, fails to maintain the stormwater management/BMP facilities in good working condition acceptable to the City, the City may enter upon the Property and take whatever steps necessary to correct deficiencies identified in the inspection report and to charge the costs of such repairs to the Landowner, its successors and assigns. This provision shall not be construed to allow the City to erect any structure of permanent nature on the land of the Landowner outside of the easement for the stormwater management/BMP facilities. It is expressly understood and agreed that the City is under no obligation to routinely maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.

5. The Landowner, its successors and assigns, will perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the stormwater management/BMP facilities (including sediment removal) is outlined on the approved plans, the schedule will be followed.

6. In the event the City pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner, its successors and assigns, shall reimburse the City upon demand, within thirty (30) days of receipt thereof for all actual costs incurred by the City hereunder.

7. This Agreement imposes no liability of any kind whatsoever on the City and the Landowner agrees to hold the City harmless from any liability in the event the stormwater management/BMP facilities fail to operate properly.

8. This Agreement shall be recorded among the land records of Syracuse, Utah, and shall constitute a covenant running with the land, and shall be binding on the Landowner, its administrators, executors, assigns, heirs and any other successors in interests, including any homeowners association.

[Signatures to follow]

Appendix F: BMP's

The following Best Management Practices are currently programmed:

ETCH Education and Training: Community Hotline

ETEM Education and Training: Educational Materials

ETET Education and Training: Employee Training

ETMC Education and Training: Media Communication

ETPP Education and Training: Public Participation

IMID Inspection and Monitoring: Illicit Discharge

IMIO Inspection and Monitoring: Inlets and Outfalls

IMOE Inspection and Monitoring: Outfall Examination

MSHW Material Storage: Household Hazardous Waste

OMHP Operation and Maintenance: Housekeeping Practices

OMUO Operation and Maintenance: Used Oil

PRLD Planning and Regulations: Low Impact Development

PRMP Planning and Regulation: Mapping

PROD Planning and Regulation: Ordinance Development

PRSP Planning and Regulation: SOP Manual

PRSW Planning and Regulation: Storm Water Pollution Prevention Plan

Appendix G: BMP Schedule

The BMP's are scheduled on a reoccurring system to ensure that all that is programmed is accomplished and spread the workload out over each year to efficiently accomplish the requirements and prevent overload from excessive tasks.

		January	February	March	April
inspector 12-month spec t	Yearly Train & Mtg's		Train contractors on IDDE program (1d)		Train PW staff on SWMP req's (4o) construction-focus; 4th grade water fair (1a)
	Maintenance			Spray herbicide in detention basins	Oxygen sensor calibration. Inspect all private owned grease traps connected to city sewer.
	Pre-Newsletter		Newsletter: Waste management / dumpsters(1b)	Newsletter: Clean gutters and SD inlets(1b) Fertilizer	Newsletter: onsite SW infiltration (1b)
	Construction	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)
	Monthly	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)
	SWPPP	Spot check manholes	Spot check manholes	Spot check manholes	Spot check manholes
	Inspect	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)
	Monthly	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)
	6-month	Comprehensive inspection of PW & Parks sites (6g).		Clean PW oil/water separators by drying bed.	
	12-month			Wet weather screening (6h) SSMP due 4/15	BMPs at PW and Parks are in place (6d)

		May	June	July	August
Train & Mtg's			Train Parks and PW on WQ Impact (6s)		Train all employees on IDDE program (3r)
	Mapping/ Inventory	Update map of storm drain main and outfalls (3a)	Update inventory data (5o) (5p) (5q)	Letter/brochures to schools, churches, ind, comm. illicit discharge & waste disposal (1c)	Map and list all IDDE's and determine if there are any priority areas (3d)
Maintenance		Six-month routine cleaning SD, LD, SS	Clean City Hall detention basin for Heritage Days		
	Newsletter	Newsletter: swimming pool care (1b)	Newsletter: lawn care (1b); Businesses (1c)	Newsletter: Vehicle repair and washing (1b)	Newsletter: parking lot sweeping (1b)
Pre-construction		Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)
	Mitigation	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)
Monthly	Household	Spot check manholes	Spot check manholes	Spot check manholes	Spot check manholes
	SWPPP	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)
6-month	Yearly	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)
	Inspect		Clean PW oil/water separators by drying bed.	Comprehensive inspection of PW & Parks sites (6g).	
12-month	Inspect				Annual field inspect priority areas of past violations (3e)
	Inspect			Inspect all city det. basins every other year (5n).	
24-month	Inspect	Update USMP permit and SWMP	Inspect all private Det. Basins every five years (5n).	LID meeting with city planners and engineers (1f)	Dry weather screen all outfalls for illicit discharge (3f)

		September	October	November	December
g/ Inventor	Train & Mtg's	Send mailers to businesses on IDDE (1c)	Jamboree (1b)	Train PW staff on long-term storm management (5r)	
	y	Update floor drain map and inventory (6o)	Inventory city facilities (6a)		
t- M	Maintenance	Spray herbicide in detention basins	Oxygen sensor calibration. Inspect all private owned grease traps connected to city sewer.	Six-month routine cleaning SD, LD, SS;	
	Pre-Newslet	Newsletter: Building & Equip Maint. (1b)	Newsletter: Matl storage (and HHW disposal 1b) (3h)	Newsletter: Clean gutters and SD inlets (1b)	Newsletter: Salt & Deicing use (1b)
t- M	Pre-con	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)	Pre-construction Meeting (4b) (4f) (4h)
	on	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)	Inspect during const. and at final. (5m)
t- M	H	Spot check manholes	Spot check manholes	Spot check manholes	Spot check manholes
	SWPPP	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)	Inspect all construction sites (4j, 4l, 4m, 4n); Priority sites monthly (4k)
t- M	Monthly	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)	Visual inspection of high-priority city owned property (6f)
	6-month	Clean PW oil/water separators by drying bed.			Clean PW oil/water separators by drying bed.
t- M	12-month	Collect volunteer hours (1a); Annual MS4 Report due 10/1	Clean city-owned oil/water separators		Update SWMP.
	24-month				
t- M	inspect				
	60-month				

Appendix H: Storm Water Activity Permit

For construction of a subdivision phase or any single development of one acre and larger, the application shown is used. For any individual lot that is part of a common plan of development, the building permit is used.

Additional information is included to assist with understanding what is included in the development of a SWPPP.



**STORM WATER ACTIVITY PERMIT APPLICATION AND AGREEMENT
FOR CONSTRUCTION OF A SUBDIVISION PHASE OR ANY
SINGLE DEVELOPMENT ONE ACRE AND LARGER**



NAME OF APPLICANT: _____ CONTACT NAME: _____
 ADDRESS OF APPLICANT: _____ CITY _____ ST _____ ZIP _____
 EMAIL ADDRESS: _____ TELEPHONE NO: _____
 SUBDIVISION NAME _____ PHASE # _____
 JOB LOCATION ADDRESS: _____
 TOTAL LAND AREA DISTURBED (ACRES): _____ UPDES PERMIT NO: UTR- _____ EXP. _____

NOTE: FURNISH MAP OR SKETCH SHOWING STORM WATER POLLUTION PREVENTION PLAN (SWPPP). THE SWPPP SHALL BE AVAILABLE ON THE PROJECT SITE DURING THE ENTIRE DURATION OF CONSTRUCTION.
GENERAL INFORMATION

1. A Notice of Intent (NOI) shall be filed with the State Department of Environmental Quality (DEQ).
2. Property corners or disturbance limits must be clearly marked before construction begins. Contractors and/or developers will submit documentation on how long-term BMP's were selected, pollutant removal expected from the BMP and technical basis supporting performance claims.
3. Applicant shall maintain all storm water management control measures according to the UPDES Construction General Permit, SWPPP, and Syracuse City ordinances.
4. Notice of Violation – Pursuant to Title IV of the Syracuse City Ordinance, failure to comply with the SWPPP requirements, the UPDES Permit or any City Code may result in a Notice of Violation (NOV). The City will order compliance by a written Notice of Violation to the responsible person. Such notice may be in the form of a citation or a stop work order.
5. In consideration for the granting of this Permit by the City, the applicant hereby guarantees: To perform the work applied for in a professional manner and in conformity with ordinances of Syracuse City and To hold harmless Syracuse City, its officers, agents and employees from any and all costs, damages and liabilities which may accrue or be claimed to accrue by reason of any work performed under a permit issued pursuant to this application.
6. This permit is not transferable or assignable. Transfer of responsibility may occur only with the filing of another permit. The applicant is responsible for the performance and requirements of the work under this permit.
7. Extensions for excess time must be requested by the applicant prior to the Notice of Termination (NOT).
8. A Notice of Termination (NOT) shall be filed with both Syracuse City and the State DEQ.
9. **FINES SHALL BE ASSESSED AFTER THE NOTICE OF TERMINATION (NOT) AT \$100 PER OCCURRENCE OF INCOMPLETE BMP'S. FINES SHALL BE TAKEN FROM THE DEPOSIT WITH A REMAINING BALANCE (IF ANY) RETURNED TO THE APPLICANT AFTER THE FINAL SWPPP INSPECTION.**

 Contact Name

 Signature of Applicant

 Date

OFFICIAL CITY USE ONLY

Filing Date: _____ Received By: _____ Pre-Construction Date: _____

Depositor: _____

Administrative Fee: \$75.00

Deposit \$1000.00

Check # _____ Visa/MC _____

Check # _____ Visa/MC _____

Receipt/Confirmation No.: _____

Receipt/Confirmation No.: _____

DEVELOPMENT OF SWPPP

The development stage comprises the collection of construction site information, assessment of that information to determine best management practices and procedures, and compilation of the SWPPP.

COLLECT SITE INFORMATION Several pieces of information should be collected before a Storm Water Pollution Prevention Plan can be prepared. This information will provide the technical basis for selection of erosion and sedimentation control BMPs and post construction BMPs. A significant amount of this data must be included in the SWPPP, as specified by the UPDES permit. It is suggested that the following items be collected.

Existing Conditions Map - Obtain a topographic site map of the proposed construction area. The map should indicate the existing land use of the site as well as the location of surface waters on or near the site boundaries.

Soils Information - Collect soil information about the site. This information can generally be obtained from the National Resources Conservation Service (NRCS). In some cases, soil sampling may need to be conducted. This information will typically identify soil constraints, design criteria, and slope stability.

Runoff Water Quality - Where possible, obtain stormwater quality data from runoff collected at or near the proposed construction site.

Name of Receiving Water - Identify the receiving water(s) which ultimately collect runoff from your site.

Rainfall Data - Determine the amount of rainfall you anticipate in your design of stormwater management measures.

Measure Site Area - The UPDES stormwater permit requires an estimate of the total area of the site and the total area of the site that is expected to be disturbed by excavation, grading, or other activities. The area of the site can usually be found on the deed of sale for the property, the record plat, or site survey. The amount of area to be disturbed will generally need to be estimated based upon contractor knowledge of the construction project.

Determine the Runoff Coefficient - The runoff coefficient is the partial amount of the total rainfall which will become runoff. It provides an estimate of the development's impact on runoff after construction is complete. Consult design guides to obtain average runoff coefficient values for the specific land uses at the site.

DEVELOP SITE PLAN The site plan will be developed based on information obtained during site collection and assessment and on objectives of the proposed construction project. Several pollution prevention principles should be considered when developing a site plan for the project. They are:

- Disturb the smallest vegetated area possible;
- Keep the amount of cut and fill to a minimum; and
- Limit impacts to sensitive areas such as:
 - Steep and/or unstable slopes,
 - Surface waters, and wetlands,
 - Areas with erodible soils,
 - Existing drainage channels.

Once the preliminary design is developed, a narrative description of the nature of the construction activity should be prepared and included in the SWPPP. The narrative should include: a brief description of the project, a sequence of major soil disturbing activities involved in the project, and the approximate project duration.

SELECT BEST MANAGEMENT PRACTICES At this stage, it should be possible to identify Best Management Practices (BMPs) to be used during the construction activities. BMPs for erosion and sediment control are employed to limit the amount and rate of erosion and to capture the transported sediment before it has the opportunity to enter a storm water collection system or water course. The selection of BMPs is site-specific with regard to activity, topography, soil conditions, and storm water facilities. After selection of controls, make a list of each control that you plan to use on the site. Include in this list a description of each control, its purpose, and why it is appropriate in this location.

PREPARE POLLUTION PREVENTION SITE MAP The owner and/or designer should prepare a site map of the proposed construction area. The map should be of sufficient scale to clearly show on-site features. Additionally, the following features should be delineated:

- Area of soil disturbance;
- Drainage patterns;
- Approximate slopes after major grading;
- Location of structural and nonstructural controls;
- Location of areas where stabilization practices are planned;
- Areas of cut and fill;
- Surface waters (including wetlands);
- Locations where storm water is discharged to a surface water; and
- The name of the receiving water(s) and the ultimate receiving water(s).

PREPARE A MONITORING, INSPECTION, AND MAINTENANCE PLAN The construction general permit requires that a monitoring, inspection, and maintenance plan be a component of the SWPPP. This portion of the SWPPP will identify procedures to ensure maintenance of control measures identified in the site plan remain in effective operating condition. To meet these objectives, the monitoring effort should have these elements:

Site Inspections Personnel, with knowledge of correct installation and working BMPs, shall inspect areas exposed to soil erosion in accordance with a set inspection schedule. The Utah General Permit requires that inspections occur during construction "...at least once every seven calendar days and within 24 hours of the end of a storm that is 0.5 inches or greater."

Record Keeping Records of all inspections, compliance certifications, and noncompliance reporting are to be retained for at least three years by the owner/developer. These inspection reports should include the following information:

- scope of the inspection;
- name and qualifications of personnel inspecting;
- incidents of non-compliance;
- certification that the facility is in compliance with the SWPPP and the State General

Permit;

- signature of the inspector; and
- major observations regarding the implementation of controls.

SWPPP IMPLEMENTATION

The implementation stage occurs during the commencement of construction and consists of implementation BMPs, SWPPP review and modifications, and final stabilization of the site.

SUBMIT NOTICE OF INTENT The construction general permit requires that a Notice of Intent (NOI) be submitted to the Utah Division of Water Quality (UDWQ) prior to the start of construction. The NOI is a notification that a construction project is about to begin, the location of the project, the responsible parties, and a certification that a SWPPP has been prepared and will be followed. The owner of the construction project is responsible for submitting the NOI.

SUBMIT CITY PERMIT A Storm Water Activity Permit must be submitted to the city with all fees and deposit paid prior to the start of construction.

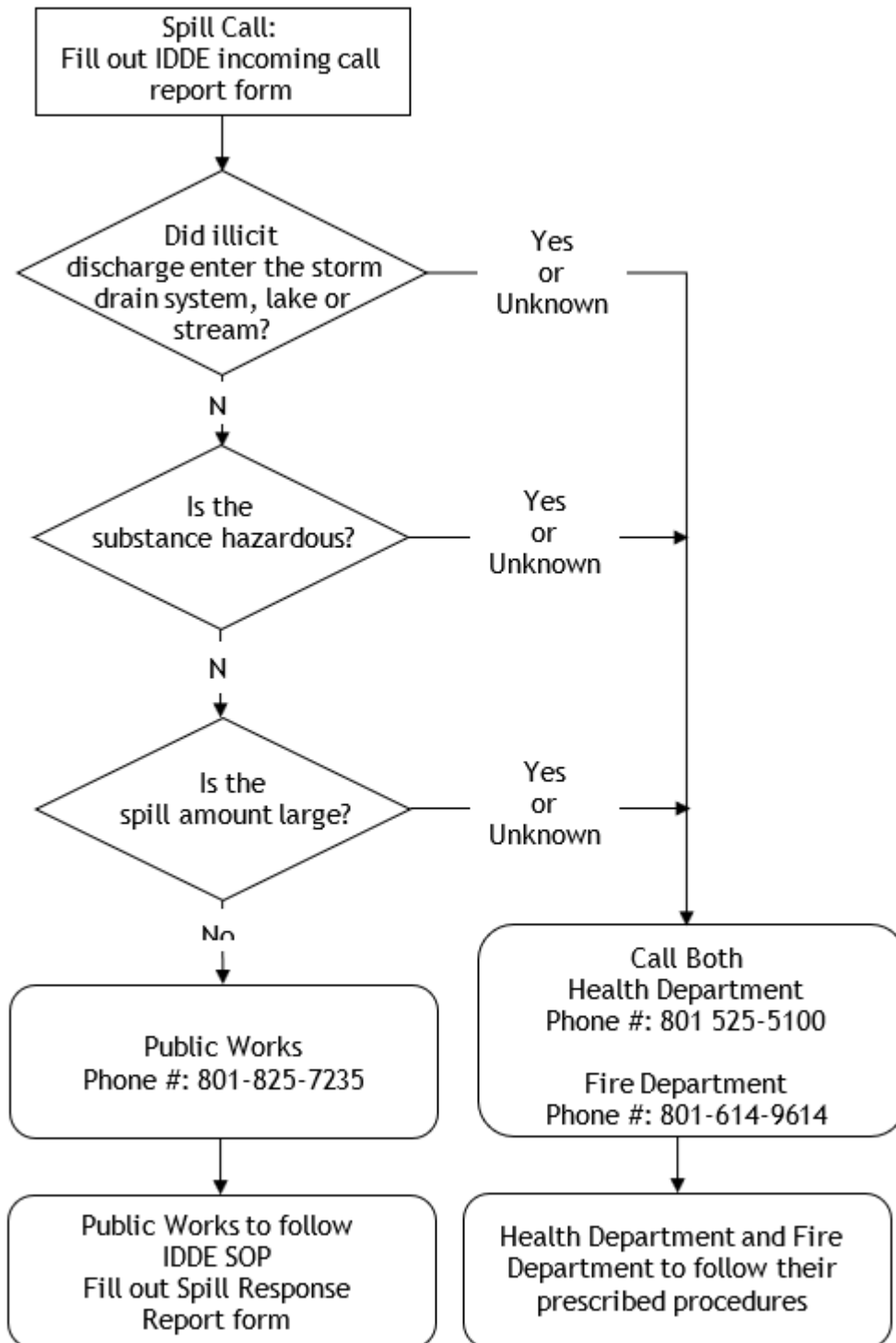
IMPLEMENT CONTROLS Construct or perform the controls which were selected for the SWPPP at the commencement of the construction project. The controls should be constructed or applied in accordance with standard specifications. If there are no specifications for a specific control measure, good engineering practices should be followed.

SWPPP REVIEW AND MODIFICATIONS During the course of construction, unanticipated changes may occur which affect the SWPPP, such as schedule changes, phasing changes, staging area modifications, off-site drainage impacts and repeated failures of designed controls. These changes must be made known to the UDWQ and the SWPPP revised accordingly. During the preparation and review of the modified SWPPP, construction may continue with temporary modifications to the erosion and sediment control BMPs. Revisions to the SWPPP are also required when the properly installed systems are ineffective in the prevention of silt transport off of the site. This may be due to unforeseen site conditions or construction techniques which adversely affect the system as designed. Revisions to the SWPPP are also required if there is a new, deleted, or moved activity that could result in a significant amount of pollutants discharged in the storm water.

FINAL STABILIZATION As soon as practical after construction activities have been completed in a disturbed area, permanent stabilization (where not already implemented in the BMPs) should commence to prevent further erosion of soil from that area. All disturbed areas of a site (except those portions which are covered by pavement or a structure) should be finally stabilized once all construction activities are completed. Final stabilization is most often attained through seeding, mulching, and use of geotextiles or chemical stabilization methods.

NOTICE OF TERMINATION The Notice of Termination (NOT) is typically the final task required to comply with the requirements of an UPDES stormwater permit for a construction activity. The NOT communicates to the UDWQ that the construction activity has ceased, and the area is stabilized.

Appendix I: IDDE Program



SYRACUSE CITY Illicit Discharge Detection and Elimination Program

1.1 Purpose

This Illicit Discharge Detection and Elimination program is to systematically find and eliminate sources of non-storm water discharges from the storm drain system and to implement defined procedures to prevent illicit connections and discharges according to the minimum performance measures listed herein.

1.2 Maps

The storm drain system has been mapped. It is updated annually with new developments or modifications. It shows the location of all outfalls which all discharge into the same receiving waterbody, the Great Salt Lake. It also shows pipes and drain ditches.

1.3 Ordinance

Non-storm water discharges are prohibited in the ordinance 4.40 “Illicit Discharge and Erosion Control”. The ordinance includes spills, illicit connections, and illegal dumping. Enforcement and fines have been established for those in violation.

1.4 Detection

Procedures for detection of illicit discharges are the same across all land use types throughout the city. A majority of the city is residential most of which is relatively new infrastructure. Identified priority areas are new Construction. All new construction is a priority to ensure that all underground utility laterals are connected properly prior to issuing a certificate of occupancy. This inspection is a routine part of the building inspector’s responsibility.

The city has an ongoing manhole inspection responsibility where manholes conditions are observed each month. These are documented on an inspection form for Spot Check Manholes.

Another method of detection involves smoke testing the mains by inducing sewer smoke fluid (light hydrocracked distillate) into manholes and observing all openings where points of discharge are checked.

Dye testing is another method the city uses to verify illicit connections. A dye tablet is dropped into various parts of the system to observe flow paths. Every new building must pass the dye test to ensure that all utility connections were made properly prior to getting a certificate of occupancy. These are documented on the building inspector’s inspection form.

Spills, illicit connections, sanitary sewer overflows, and illegal dumping activities are detected by visual observation made by employees or by notification from general public. Procedures are followed as outlined in the Spill/dumping Response Procedure and Flowchart.

1.5 Dry weather screening

All outfall locations are screened during dry weather at least one time during the five-year permit term. An inspection form and checklist are included.

1.6 DWQ Notification

In any event that a discovery is made that a discharger may need a separate UPDES permit, notification to the State DEQ Division of Water Resources.

1.7 Standard Operating Procedures

SOP's have been developed for the following:

1. Tracing the source of an illicit discharge
2. Characterizing potential threat of illicit discharges found or reported
3. Ceasing or removing an illicit discharge

1.8 Public information

Information is provided to the public through several methods, such as: Newsletter, website, email, mail, social media, and community events. Employees receive information through trainings.

Facilities that accept household hazardous waste from the general public are identified on the website.

A hotline has been established for the general public to use to notify the city of any perceived or identified illicit discharge. All calls that come in are entered as a work order for the department to respond to.

The general public has the ability to initiate work orders for areas of concern by using the city website. The link "Fix-it Request" allows the informer to input the location and concern as well as a date, phone, and email of the informer.

1.9 Spill/Dumping response procedure and flow chart

Response to informant providing information or concerns from a perceived or actual spill or illicit dumping will follow this procedure.

1. Call 911 if emergency assistance is needed.

2. Try to contain as much as possible as soon as possible until help arrives.
 - a. Use spill response kit stored at public works shop (next to fuel tank).
 - b. Use oil absorbent (stored in each city vehicle or in 35 gal containers in shop bay, south shop, fuel dispenser, or cemetery).
 - c. Use extra waddle bags (fill as needed with rock or sand).
3. Call the public works department environmental division at 801-825- 7235.
 - a. City employee taking the phone call must fill out a work order and phone call the public works environmental division.
 - b. Responding public works employee must fill out Spill Response Report Form.
4. Call the health department at 801-525-5000, if an uncontrolled quantity of contaminants have entered a storm drain and is being conveyed.
5. Dispose of waste properly.

1.10 Program Evaluation

Procedures for the evaluation and assessment of the IDDE include maintaining a database and map of all IDDE events.

1.11 Employee Training

All staff is trained on an annual basis regarding the IDDE program. Public Works employees' orientation includes training in the IDDE program.

Appendix J: Forms

The following forms, logs, and checklists are available at public works facility:

Dry Weather Screening Checklist

Dry Weather Screening and Visual Storm Water Discharge Examination

Code Violation Form

Environmental Complaint Questionnaire

Discharge / Spill Inspection Report

Illicit Discharge Inspection Report (summary log)

SWPPP plan review checklist

Storm Outfall Map

Outfall inspection form

Monthly inspection of high priority city facilities

Comprehensive inspection of high priority city facilities

SWPPP compliance inspection form

Detention Basin (BMP) log, public and private maintained

Construction site enforcement log

Volunteer community land stewardship

Training log

Storm Drain Box Inspection and Cleaning Log

Appendix K: Control Measures Summary

This section shows a summary in table format of every requirement in the UPDES general permit. It is categorized by each control measure indicated by the number and subcategorized by the individual requirements in each control measure by a letter. There are six control measures as follows:

1. Public education and outreach on storm water impacts
2. Public involvement / participation
3. Illicit discharge detection and elimination (IDDE)
4. Construction site storm water runoff control
5. Long-term storm water management in new development and redevelopment (post-construction storm water management)
6. Pollution prevention and good housekeeping for municipal operations

Control Measure	1a	1b	1c	1d
General Permit	4.2.1.1	4.2.1.2	4.2.1.3	4.2.1.4
Audience/Responsibility	General Public in Syracuse	General Public in Syracuse	Institutions, industrial, and commercial in Syracuse	Engineers, Construction Contractors, Developers, Development Review Staff, Land Use Planners
Requirement	Educate public about ways to avoid, minimize, reduce, or eliminate pollutants in storm water, improve water quality, and participate in environmental stewardship activities.	Provide information on the prohibitions of illicit discharges and improper waste disposal. Document efforts.	Provide information on prohibition of illicit discharges and improper waste disposal. Document efforts.	Provide information on developing a SWPPP with BMP's to reduce adverse impacts from storm water runoff from development. Document efforts.
Frequency	Annual	Annual	Annual	Annual
Achievement Method	Fourth grade water fair. Community Service	Newsletter, Website, Email, Mail, social media, community events	Send mailers to businesses on IDDE	Davis Storm Coalition "Contractor's Night Out"
Measure of Success	Document water fair. Document volunteer participation and work accomplished	Improved septic system maintenance, lawn care maintenance, on-site infiltration, automobile maintenance and washing, swimming pool discharge, and pet waste management.	Site has improved lawn maintenance, storm water infiltration, building and equipment maintenance practices, salt storage, material storage, solid waste, parking lot sweeping, etc.	Plans include SWPPP. Documented in pre-construction meeting minutes.
Goal	Currently programmed	Currently programmed	Currently programmed	Currently programmed

Control Measure	2a	2b	2c
General Permit	4.2.2.1	4.2.2.2	4.2.2.3
Audience/Responsibility	General Public in Syracuse	General Public in Syracuse	General Public in Syracuse
Requirement	Adopt a program to create opportunities for the public to provide input during the update of the SWMP and affiliated ordinances.	Make the revised SWMP available to the public for review.	The updated SWMP remains available for public review and input for the life of the permit. Include a contact person with phone and email.
Frequency	Once with each MS4 general permit renewal	Once with each MS4 general permit renewal	Once with each MS4 general permit renewal
Achievement Method	Achievement Complete	Achievement Complete	Achievement Complete
Measure of Success	Ordinance was last updated in 2018 in compliance with the SWMP requirements. SWMP update approved by resolution from City Council.	Updated SWMP in posted on city website and was included in the city council packet for public review.	Updated SWMP is posted on city website. It contains contact person with phone and email.
Goal	Complete	Complete	Complete

Control Measure	3a	3b	3c	3d
General Permit	4.2.3.1	4.2.3.2	4.2.3.2.1	4.2.3.3.1
Audience/Responsibility	Syracuse Public Works	Syracuse City Council	Syracuse City Council	Syracuse Public Works
Requirement	Maintain a current storm water map showing all outfalls, receiving waters, storm pipes, and storm inlets, manholes, and control structures.	Prohibit non-storm water discharges into the storm water collection system with an ordinance.	Must have legal authority to detect, investigate, eliminate, and enforce against non-stormwater discharges.	Implement a written plan to detect and address non-storm water discharges to the storm system. Include spills, illicit connections, sanitary sewer overflows, and illegal dumping. Include a list of all priority areas.
Frequency	Annual	Once	Once	Update priority list annually.
Achievement Method	Update GIS map with storm drain infrastructure.	Achievement Complete	Achievement Complete	Achievement Complete
Measure of Success	Maps are updated with current information.	Ordinance is complete with all required enforcement. Fee schedule includes fines for illegal actions.	Ordinance is complete with all required enforcement. Fee schedule includes fines for illegal actions.	All incidents are mapped and reviewed annually to determine if there are any priority areas. At this point, no priority areas have been identified.
Goal	Verify with GIS map	Complete	Complete	Currently programmed

Control Measure	3e	3f	3g	3h
General Permit	4.2.3.3.2	4.2.3.3.3	4.2.3.3.4	4.2.3.3.5
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Field inspect priority areas listed in 4.2.3.3.1 and document inspections.	Dry weather screening to verify outfall locations and detect illicit discharges.	Notify Utah DEQ Division of Water Quality if a discharger may need a separate UPDES permit.	Promote or provide services for the collection of household hazardous waste.
Frequency	Annually	Once during the five year permit term.	Upon discovery.	annual
Achievement Method	Inspection schedule	Inspection schedule	Visual observation.	Achievement Complete
Measure of Success	Priority areas are inspected and findings documented. Corrective actions have been taken.	Document inspections of all outfalls.	Check the list of multi-sector general permit for storm water discharges associated with industrial activities from the DWQ website.	Information is on the city website letting people know that HHW can be disposed at the landfill. Annually in newsletter.
Goal	Currently programmed	Currently programmed	Upon discovery.	Update website with HHW info

Control Measure	3i	3j	3k	3l
General Permit	4.2.3.3.6	4.2.3.4.1	4.2.3.4.1.1	4.2.3.4.1.2
Audience/Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	IDDE hotline: publicly list or promote a local hotline for public reporting of spills and illicit discharges. Document calls, follow up actions, and feedback from public.	Update Standard Operating Procedures for tracing the source of an illicit discharge. Include specific procedures for visual inspections, opening manholes, using pipe cameras, field tests with chemical indicators, collecting water samples, etc.	Source of an IDDE having direct impact on storm system: IDDE inspection report must include: notification date, investigation date, discharge date, discharge observation date, location, discharge description, method of discovery, removal date, method of removal. Determine if analytical monitoring is needed.	IDDE report (no impact to storm system) must include: notification date, investigation date, location, discharge description, steps taken to confirm the discharge was no impact to storm system.
Frequency	Upon discovery	Upon discovery	Upon discovery	Upon discovery
Achievement Method	Ongoing, based upon public notifications.	Investigate and report findings.	Investigate and report findings.	Investigate and report findings.
Measure of Success	Hotline listed on the website. Records are documented of calls.	SOP is complete with requirements	SOP is complete with requirements	SOP is complete with requirements
Goal	Update website with phone number	Update SOP	Update SOP and inspection forms.	Update SOP and inspection forms.

Control Measure	3m	3n	3o	3p
General Permit	4.2.3.4.2	4.2.3.4.3	4.2.3.4.4	4.2.3.4.5
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Update Standard Operating Procedures for characterizing the nature of illicit discharges and the potential public or environmental threat.	Update Standard Operating Procedures for ceasing the illicit discharge. Notification to authorities, notification to property owner, remove the discharge, contain the discharge, follow up inspections, escalate enforcement with legal action.	Update Standard Operating Procedures for spill and improper disposal response. Flowchart showing procedures, agencies responsible and contact information, Update the contact list.	Update Standard Operating Procedures for program evaluation and assessment. Maintain database for mapping and tracking spills/discharges
Frequency	Upon discovery	Upon discovery	As contact info changes	Once
Achievement Method	Update fix-it request data entry	Investigate and report findings.	Investigate and report findings.	SOP
Measure of Success	SOP is complete with requirements	SOP is complete with requirements	SOP is complete with requirements	SOP is complete with requirements
Goal	Update the fix-it request entry system.	Update SOP and inspection forms.	Update SOP and inspection forms.	Update SOP and inspection forms.

Control Measure	3q	3r	3s
General Permit	4.2.3.5	4.2.3.6	4.2.3.12
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Thoroughly document all IDDE investigations.	Train all staff regarding: identification and reporting IDDE's, investigation termination cleanup and enforcement, and documentation requirements.	The DWQ Director reserves the right to request documentation or further investigation of a particular non-storm water discharge of concern.
Frequency	Upon discovery.	within 60 days of hire and annually thereafter.	Upon request
Achievement Method	Investigate and report findings.	Orientation	Investigate and report findings.
Measure of Success	Keep all records for 5 years	Keep records of training from orientation.	Notify appropriate authorities, notify property owner, remove or eliminate the discharge, follow up inspection, and enforcement with fine imposed.
Goal	Upon discovery.	Currently programmed	Upon discovery.

Control Measure	4a	4b	4c	4d
General Permit	4.2.4.1.1	4.2.4.1.2	4.2.4.1.3	4.2.4.2.1
Audience/ Responsibility	Syracuse Public Works	Contractors, Developers	Syracuse City Council	Syracuse Public Works
Requirement	Revise and enforce an ordinance that requires erosion and sediment control on construction sites. Require a SWPPP with BMP's to protect water quality, reduce discharge of pollutants, and control waste.	Ensure contractors obtain and maintain coverage under the current UPDES Storm Water General Permit for Construction Activities for the duration of the project.	Update ordinance to include a provision for access by qualified personnel to inspect construction storm water BMP's on private properties that discharge to city storm drain system.	Construction Enforcement SOP: processes to minimize violations, escalating enforcement with appeals, process to notify and document enforcement, Define authority for enforce.
Frequency	As necessary	As necessary	Once	Once
Achievement Method	Ordinance	During pre-construction meetings.	Ordinance update	SOP update
Measure of Success	Ordinance is updated to reflect current UPDES Storm Water General Permit for Construction Activities.	Meeting minutes reflect that developers are notified to complete an NOI on the State DWQ website.	Ordinance is updated to reflect current UPDES Storm Water General Permit for Construction Activities.	SOP updated with enforcement of construction site violations
Goal	Complete	Currently programmed	Complete	Update SOP

Control Measure	4e	4f	4g	4h
General Permit	4.2.4.2.2	4.2.4.3.1	4.2.4.3.2	4.2.4.3.3
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Document and track all enforcement actions.	Develop a pre-construction checklist for SWPPP review. Include review of: site design, planned operations at the site, planned BMP's, planned BMP's post construction, and the city enforcement policy.	Develop procedures for receiving public input related to storm pollution from the project.	Determine if the construction site is a priority site.
Frequency	As necessary upon occurrence.	Each pre-construction meeting	Planning Commission meetings.	Each pre-construction meeting
Achievement Method	As violation is identified during the inspection.	Pre-construction meeting minutes	Planning commission meeting minutes	Pre-construction meeting minutes
Measure of Success	Contractor/developer is notified of violation. Documented in inspection report. Uncleared violation results in enforcement beginning with fines, then Class B Misdemeanor.	Pre-construction meeting minutes	Planning commission meeting minutes	Pre-construction meeting minutes
Goal	Currently programmed	Update the design review checklist	Currently programmed	Currently programmed

Control Measure	4i	4j	4k	4l
General Permit	4.2.4.4.1	4.2.4.4.2	4.2.4.4.3	4.2.4.4.4
Audience/ Responsibility	Syracuse Public Works	Contractors, Developers	Syracuse Public Works	Syracuse Public Works
Requirement	Construction Inspection SOP: construction site inspection/ enforce of storm water pollution control measures. Incl those responsible for inspections & enforce.	Monthly inspections by a qualified person using the Divisions official form.	Inspection of priority construction sites must be conducted monthly by a qualified person using the official state inspection form.	Inspect at all phases of construction: pre disturbance, at least once each year, post construction, and for complaints. Done by a qualified person with the official state form.
Frequency	Develop SOP: once	monthly, but can be reduced if its not a priority site, has adequate compliance history, construction activities are suspended during freeze, or weather is dry (Arid <10"/yr).	Monthly	As specified
Achievement Method	Update SOP.	monthly during construction.	Achievement complete.	As specified
Measure of Success	SOP is updated. Inspections are being completed for all construction sites one acre or larger.	Inspection documentation	Priority sites are inspected monthly regardless of conditions.	Inspections are documented.
Goal	Update SOP.	Currently Programmed	Currently Programmed	Currently programmed

Control Measure	4m	4n	4o	4p
General Permit	4.2.4.4.5	4.2.4.4.6	4.2.4.5	4.2.4.6
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	PW may conduct electronic oversight inspections for any documented reason of concern.	Take all necessary follow up actions to ensure construction sites are in compliance with the permit. Track and document all re-inspections and enforcement.	Train all staff having responsibility for SWMP. Training must include dates, course description, and attendance.	Maintain records of all site plan reviews, SWPPP's, inspections, enforcements (verbal warnings, stop work order, warning letter, notice of violation, etc.). Records must be kept for five (5) years.
Frequency	As necessary upon occurrence.	As necessary with each applicable construction project.	Within 60 days of hire and annually thereafter.	As necessary for construction.
Achievement Method	Achievement complete.	Achievement complete.	Department Staff Meeting	Achievement complete
Measure of Success	Inspections are documented.	Site findings are documented on the inspection sheet. Re-inspections, fines, and enforcement is documented in the file.	Topic covered include: permitting, plan review, construction inspections, and enforcement.	Inspection records are maintained for each construction site and kept on file for each permit for five years.
Goal	Currently programmed	Currently programmed	Currently programmed	Currently programmed

General Control Measure	5a	5b	5c	5d
General Permit	4.2.5.1.1	4.2.5.1.2	4.2.5.1.3	4.2.5.1.4
Audience/Responsibility	Syracuse City Council	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	New development or redevelopment must minimize impact in areas to protect sensitive lands, such as erosion, flood control, over disturbance, wetlands, etc.	Require new development to retain up to the 80th percentile rainfall onsite. Redevelopment has no need to change existing retention unless the impervious area increases 10% or more.	Include a process which requires the evaluation of LID used to infiltrate, evapo-transpire, or harvest storm water from the site.	If LID in not feasible, provide rationale for alternative design.
Frequency	Once	Each development	Each development review	Each development review
Achievement Method	Achievement Complete	Achievement Complete	Development review	Development review
Measure of Success	General Plan includes sensitive overlay zone over properties, which requires water quality/wetland approval from ACOE.	City code 4.40.110c requires a storm water quality report submitted by developer's engineer.	Low Impact Development is discussed in pre-development meetings and included in all development reviews.	City code 4.40.110c requires a storm water quality report submitted by developer's engineer.
Goal	Complete	Complete	Include in pre-development meetings	Include in pre-development meetings

Control Measure	5e	5f	5g	5h
General Permit	4.2.5.2	4.2.5.2.1	4.2.5.2.2	4.2.5.2.3
Audience/ Responsibility	Syracuse City Council	Syracuse Public Works	Syracuse City Council	Syracuse Public Works
Requirement	Develop an ordinance that requires long term post-construction storm water controls for development and redevelopment. The ordinance requires BMP selection, design installation, operation and maintenance standards.	Implement enforcement provisions of the ordinance to include specific processes for repeat violators.	Ordinance allows access to private property for inspection of storm facilities.	Maintenance agreements of detention basins.
Frequency	Once	Once	Once	There is no minimum inspection frequency. City to determine.
Achievement Method	Achievement complete	Update ordinance	Achievement complete	As needed.
Measure of Success	City code 4.40.090-110 includes post construction controls for new development and redevelopment sites.	Ordinance includes enforcement for violators.	City code 4.40.090F includes access to private property for storm inspections.	City code 4.40.110F requires maintenance agreements for detention basins.
Goal	Complete	Complete	Complete	Complete

Control Measure	5i	5j	5k	5l
General Permit	4.2.5.2.4	4.2.5.3.1	4.2.5.3.2	4.2.5.4
Agency/Responsible	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Maintain documentation on how city code protects water quality. Include: selection of storm controls, pollutant removal, and basis supporting performance.	Adopt and implement procedures for site plan review which evaluates WQ impacts from design to closeout.	Review as-built plans to ensure that the plans include long term storm water management measures.	Adopt and implement SOP for site inspection and enforcement of post construction storm controls.
Frequency	Each development	Once	Each development	Once
Achievement Method	During final warranty inspections	Issue water quality form	At project close-out or warranty inspection.	SOP update
Measure of Success	Inspection record documents any incomplete items from construction.	Water quality report is completed at pre-construction.	Post construction is added to the utility maps. Inspectors verify that infrastructure meets standards.	SOP update
Goal	Currently programmed	Create SOP for plan review	Currently programmed	Update the SOP

Control Measure	5m	5n	5o
General Permit	4.2.5.4.1	4.2.5.4.2	4.2.5.5
Audience/ Responsibility	Syracuse Public Works	Property owners having storm water discharge to city system.	Syracuse Public Works
Requirement	Control verification inspection. Inspection during installation and final walk through.	Inspect and maintain permanent BMP's as directed in a maintenance agreement.	Inventory all structural storm water control measures installed on developed sites.
Frequency	each construction project having storm water controls installed	Every other year by owner. Every five years by city.	Update annually
Achievement Method	Inspection report	Inspection schedule	Inspection schedule
Measure of Success	Inspection indicates acceptable installation.	Inspections documented with date; inspector name/ signature; project location; current ownership; description of condition; maintenance issues; violations; compliance deadlines.	Inventory is updated with all post construction BMP sites on utility maps.
Goal	Currently programmed	Currently programmed	Currently programmed

Control Measure	5p	5q	5r
General Permit	4.2.5.5.1	4.2.5.5.2	4.2.5.6
Audience/Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Inventory must include project name, owner name, contact information, location, start/end date, etc. Include description of BMP's, maintenance required, and inspection information.	Update inventory of all structural storm water control measures.	Train all staff having responsibility for SWMP including permitting, plan review, site inspections, and enforcement. Training must include dates, course description, and attendance.
Frequency	Update annually	Update annually	Within 60 days of new hire and annually thereafter.
Achievement Method	Inspection schedule	Inspection schedule	Department Staff Meeting
Measure of Success	Specific project information is stored in project files for each development.	Inventory is updated with all post construction BMP sites.	Topics include: fundamentals of long-term storm water management, plan review, inspections, enforcement, LID practices, SWMP post construction controls.
Goal	Currently programmed	Currently programmed	Currently programmed

General Control Measure	6a	6b	6c	6d
General Permit	4.2.6.1	4.2.6.2	4.2.6.3	4.2.6.3.1
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Keep a current written inventory of public works yard and park maintenance yard related to storm water controls. Permit includes specific items to include.	Assess PW and Parks buildings & yards for the following pollutants: sediment, nutrients, metals, hydrocarbons, pesticides, chlorides, and trash.	Identify high-priority city-owned facilities based upon assessment completed.	Implement water quality control measures and BMP's at PW and Parks buildings to protect storm water pollution. Monitor control measures regularly. Specify frequency in SWMP.
Frequency	Annually update	Once	Once	Annually
Achievement Method	Inspection schedule	Include in SWMP	Include in SWMP	Include in SWMP
Measure of Success	Inventory is updated.	Assessment complete and included in the SWMP.	Status of high-priority sites included in SWMP.	SWPPP is complete and retained at all high-priority sites.
Goal	Update inventory with new parks building	Update inventory with new parks building	Update inventory with new parks building	Update inspection with new parks building

Control Measure	6e	6f	6g	6h
General Permit	4.2.6.3.2	4.2.6.4.1	4.2.6.4.2	4.2.6.4.3
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Develop a SWPPP for each high-priority city-owned site. Identify potential sources of pollution. Include SOP's used to reduce pollutants.	Perform a visual inspection of all high-priority city-owned sites. Clean up spills, track inspections on a log, keep log with SWMP. Identify deficiencies and corrective actions.	Comprehensive inspection of all high-priority city-owned sites: storm controls, waste storage, vehicle maintenance, fueling areas, material handling areas, etc. Document inspections. Correct deficiencies.	Perform a visual observation of the storm water discharge from all high-priority city-owned sites in accordance with SOP. Document any deficiencies and corrective actions. Keep on file with SWMP.
Frequency	Once	Monthly	twice each year	Annually
Achievement Method	Retain with SWMP	Inspection schedule	Inspection schedule	Inspection schedule
Measure of Success	SWPPP is complete and retained at all high-priority sites.	Log is completed. Site is clean. Spills are documented. Deficiencies are corrected.	Inspection report completed and kept on file with SWMP. Corrective actions documented and completed.	Inspection report completed and kept on file with SWMP. Corrective actions documented and completed.
Goal	Update Parks site with SWPPP.	Update log with Parks bldg	Update log with Parks bldg	Update log with Parks bldg

Control Measure	6i	6j	6k	6l
General Permit	4.2.6.5.1	4.2.6.5.2	4.2.6.5.3	4.2.6.5.4
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Develop and implement SOP for all city-owned buildings and facilities. SOP includes: chemical storage and handling; spill prevention; dumpsters and waste management; facility maintenance; parking lot sweeping; land maintenance; and inventory floor drains.	SOP must include a schedule for parking lot sweeping and storm system maintenance.	Document proper disposal of all waste removed during cleaning of the storm drain system. This includes street sweeping.	Ensure that vehicles, equipment, and other wash waters are not discharged to the storm drain.
Frequency	Once	Once	Once	Once
Achievement Method	SOP	SOP	SOP	SOP
Measure of Success	SOP is updated. Employees are trained to understand SOP's for the building in which they work.	SOP is updated to protect water quality in areas of material storage, heavy equipment storage, and equipment maintenance.	SOP is updated to protect water quality in parks and open space.	SOP is updated to protect water quality from vehicles and equipment.
Goal	Update with parks bldg	Update with parks bldg	Update with parks bldg	Update with parks bldg

Control Measure	6m	6n	6o	6p
General Permit	4.2.6.5.5	4.2.6.5.6	4.2.6.6	4.2.6.7
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works	Contractors performing municipal maintenance
Requirement	Minimize discharges to storm system from snow disposal and melt.	develop a spill prevention plan in coordination with the fire department.	Inventory all floor drains inside buildings and ensure they do not drain to the storm drain.	City-retained contractors shall be held to the same storm water pollution prevention standards as the city. Contracts must specify this requirement. City must inspect periodically to ensure responsibilities are being achieved.
Frequency	Once	Once	Once	Once
Achievement Method	SOP	SOP	SOP	Include in contracts
Measure of Success	SOP is updated to protect water quality from vehicles and equipment.	SOP is updated to protect water quality from roads and parking lots.	SOP is updated to protect water quality from polluted storm water conveyances.	Third party contractors of the city performing maintenance is in compliance with storm water pollution prevention measures.
Goal	Update with parks bldg	Update with parks bldg	Update with parks bldg and fire 32	Currently programmed

Control Measure	6q	6r	6s
General Permit	4.2.6.8	4.2.6.9	4.2.6.10
Audience/ Responsibility	Syracuse Public Works	Syracuse Public Works	Syracuse Public Works
Requirement	Develop and implement a process to assess water quality impacts of all flood management structural controls. Determine if changes should be made to improve water quality. Include in the SWMP.	Develop a plan to retrofit existing developed sites that adversely impact water quality.	Train all staff having responsibility for construction, operation, or maintenance job functions. Training must include dates, course description, and attendance.
Frequency	Once	Once	Within 60 days of new hire and annually thereafter
Achievement Method	Include in SWMP		PW staff and Parks staff
Measure of Success	Public detention basins are assessed by the city. Private detention basins are assessed by the property owner. Regional open channels in the city are assessed by the county.	There are no identified adverse impacts to water quality that requires retrofitting.	Training includes" importance of protecting storm water, requirements of control measure 6, inspection, ways to minimize impacts to storm water, SOP's for O&M, SWPPP's for high priority sites, and the city's reporting process.
Goal	Currently programmed	Complete	Update with parks

Appendix L: Fiscal Summary

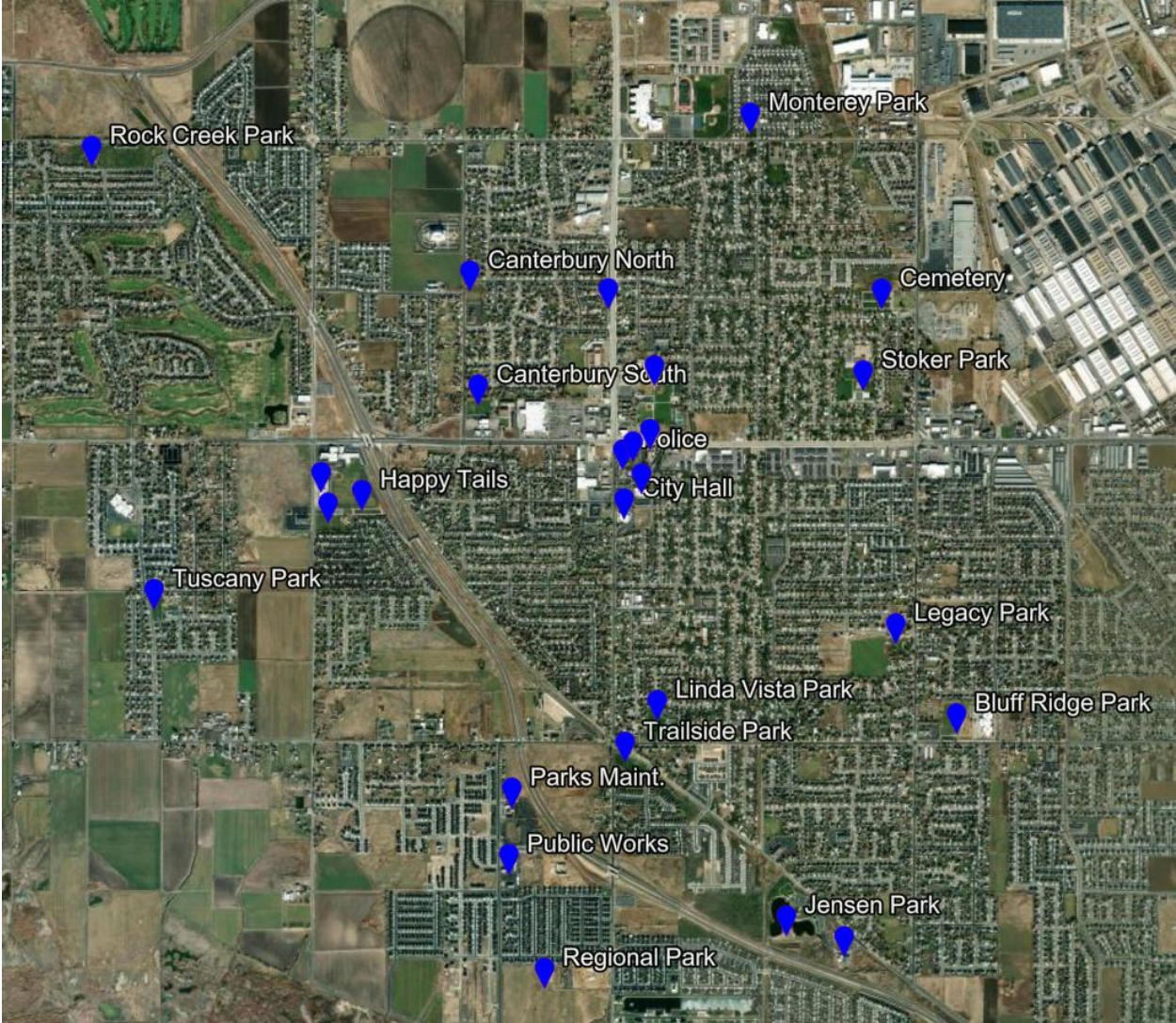
Current electronic version found here:

<https://syracuseut.gov/165/Approved-Budget>

Appendix M: City Facilities

Ref	Facility	Location	High Priority		Ref	Facility	Location	High Priority
A	Police Station	1751 South 2000 West	No		L	Jensen Park	3176 South Bluff Rd	No
B	Bluff Ridge Park	876 West 2700 South	No		M	Legacy Park	2356 South 1000 West	No
C	Canterbury North	1175 South 2500 West	No		N	Linda Vista Park	1800 West 2700 South	No
D	Canterbury Park	1585 South 2500 West	No		O	Linear Park	2000 West 1275 South	No
E	Cemetery	1200 South 1000 West	Yes		P	Monterey Park	1200 South 1000 West	No
F	Centennial Park	1800 South 2000 West	No		Q	Public Works	3061 South 2400 West	Yes
G	City Hall	1979 West 1900 South	No		R	Rock Creek Park	700 South 3850 West	No
H	Community Center	1912 West 1900 South	No		S	Stoker Park	1575 South 1150 West	No
I	Fire Station 31	1869 South 3000 West	No		T	Trailside Park	2700 South 2000 West	No
J	Founders Park	1904 West 1700 South	No		U	Tuscany Meadows Park	2350 South 3400 West	No
K	Fremont Park	1950 South 3000 West	No		V	Museum	1891 West 1700 South	No
L	Jensen Park	3176 South Bluff Rd	No		W	Fire Station 32	3418 South Bluff Rd	No
M	Legacy Park	2356 South 1000 West	No		X	Parks Maintenance	2921 South 2400 West	Yes
N	Linda Vista Park	1800 West 2700 South	No		Y	Happy Tails dogpark	1950 South 2800 West	No
O	Linear Park	2000 West 1275 South	No		Z	Regional Park	3500 South 2400 West	No
P	Monterey Park	1200 South 1000 West	No					
Q	Public Works	3061 South 2400 West	Yes					
R	Rock Creek Park	700 South 3850 West	No					
S	Stoker Park	1575 South 1150 West	No					
T	Trailside Park	2700 South 2000 West	No					
U	Tuscany Meadows Park	2350 South 3400 West	No					

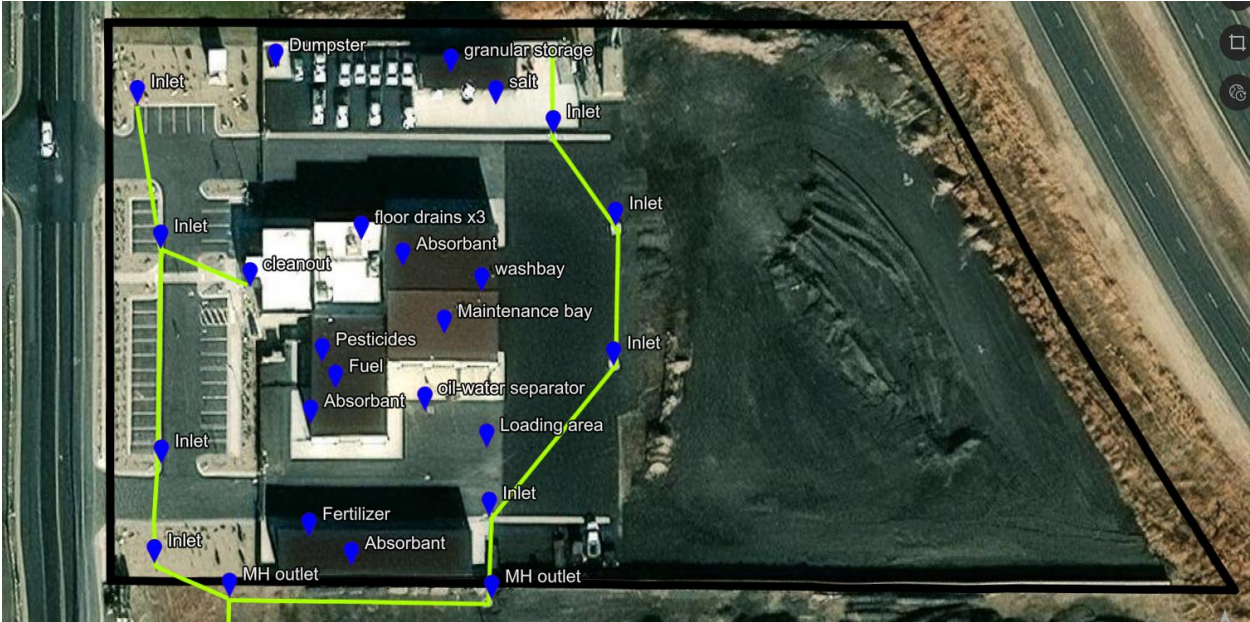
Syracuse City Facilities, 2026



Syracuse Public Works Storm Water Pollution Prevention Plan



Syracuse Parks Maintenance Storm Water Pollution Prevention Plan



Syracuse City Cemetery

Storm Water Pollution Prevention Plan





COUNCIL AGENDA

July 14, 2026

Agenda item #7

Proposed Amendment to 10.100.020(A)

Factual Summation

The city has created special development standards for its Town Center area with the goal of creating an attractive and memorable place that fosters economic development. These standards require extra attention to urban design with intent to grant equality to pedestrians which are often children walking to and from school as well creating a modern main street location for shopping and acquiring services. The center point of the Town Center is the intersection of 2000 W and Antelope Drive. The north two corners have seen modern improvements. The southern two corners have potential for redevelopment. The adopted general plan says the following about this main intersection:

"2000 West and Antelope Drive (Town Center) This focus area is generally accepted as the center of town. As such, it should remain the hub for economic development activities in the city where the highest residential and commercial densities are permitted. This node should become a mixed use area including residential development. Unified architectural and urban design themes reflecting the three themes identified above should be used to create a cohesive sense of place. Pedestrian activity should be prioritized with quality pedestrian amenities. Parking standards should be adjusted to allow for infill development in underused portions of large parking lots. This node should be designed as the best location to congregate for civic and celebratory events like voting, firework shows, parades, and Christmas tree lighting. A vibrant and active center of town contributes to a strong sense of place and identity."

An amendment to the development standards would ensure that the Town Center vision is preserved. Development standards could include special requirements for corner properties that include increased height, limits to drive through lanes, limits to specific permitted land uses, and/or increased architectural ornamentation.

Goal of Discussion

Approve, approve with conditions, table, or deny the recommendation from Planning Commission to approve the proposed amendment. A public hearing was held and recommendation to approve was forwarded to council on 6/16/26

Attachments

Example pictures

Ordinance

Proposed ordinance amendment in red

Syracuse 2000 W 700 S



North Salt Lake 48 E Center Street



10.20.030 General application requirements.

(L) Pending Ordinance Amendments.

(1) When the City formally initiates proceedings to amend the zoning map or text of this title, a person who thereafter files an application that the proposed amendment may affect shall not rely on the existing zoning map or text under consideration.

(a) A formal initiation for a proposed zoning map or text amendment shall be the date of publication of a Planning Commission or City Council agenda, in accordance with Utah law and as required in this chapter.

(b) The filing date of an application shall be the submission date of all materials required for the application, as set forth in this title.

(2) An application affected by a pending amendment to the zoning map or text of this title shall be subject to the following requirements:

(a) The City shall not act upon such applications until six months after noticing a proposed amendment in a Planning Commission or City Council agenda, as the case may be, in accordance with Utah law unless:

(i) The applicant voluntarily agrees to amend their application to conform to the requirements of the proposed amendment; or

(ii) The City enacts or defeats the proposed amendment sooner.

(b) If the City enacts a pending amendment to the zoning map or text of this title within six months of the publication date of a Planning Commission or City Council agenda, as the case may be, an affected application filed during the pending amendment shall conform to the enacted amendment.

(c) If the City does not enact a pending amendment to the zoning map or text of this title within six months of the publication date of a Planning Commission or City Council agenda, as the case may be, the City shall no longer consider the proposed amendment pending and shall consider any affected application without regard to the previously pending amendment.

(3) The Community Development Department shall give written notice to an affected applicant of a pending amendment to the zoning map or text of this title informing them that their request may require changes in order to conform to a proposed zoning map or text amendment and that copies of the pending legislation are available at the Community Development office.

(4) All provisions herein shall comply with the provisions of Utah Code Section 10-9a-509.

ORDINANCE 26-15
AN ORDINANCE AMENDING 10.100 TOWN CENTER OVERLAY ZONE

WHEREAS, Syracuse City desires to establish a town center area that promotes walkability, human scale, and a unique central core ; and

WHEREAS, Suburban auto-oriented drive through site design that is identical to, or very similar to other locations does not enhance a unique town center identity; and

WHEREAS, Creating a safe, walkable core requires reducing the number of pedestrian and auto conflict points; and

WHEREAS, Corner buildings are especially important in urban design because of their prominent visibility;

WHEREAS, the Syracuse City Council feels that this amendment is in the best interest of the health, safety, and welfare of its residents;

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

Section 1. Syracuse Municipal Code Sections 10.100 are amended, to read as attached hereto.

Section 2. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity of 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 14TH DAY OF JULY, 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

Chapter 10.100 TOWN CENTER OVERLAY ZONE

Sections:

- 10.100.010 Purpose.**
- 10.100.020 Development requirements.**
- 10.100.030 Permitted uses.**
- 10.100.040 Development theme.**
- 10.100.050 Development plan.**
- 10.100.060 Architectural Review Committee.**
- 10.100.070 Special provisions.**

10.100.010 Purpose.

This [zone](#) includes the land [area](#) as defined on the Syracuse City current zoning and [general plan](#) maps. The purpose of the town center overlay [zone](#) is to provide a method for implementing special provisions regarding the establishment and promotion of a central core [area](#) of the community characterized by stringent design standards for [buildings](#), [public](#) spaces, site design and [landscaping](#) with a harmonious and wide range of development opportunities that introduce a mixed-use concept. While the town center zoning classification is intended to address new construction that may occur within the town center [area](#), it is also intended to support the preservation and adaptive reuse of any existing historic [structures](#); the preservation of existing natural features, especially trees; new development that blends in with existing conditions and enhances the traditional town center character; the advancement of architectural and site design standards that promote walkability and human scale; and the creation and maintenance of historic town center identity. [Ord. 21-26 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-010.]

10.100.020 Development requirements.

Developments shall conform to the following standards in addition to the standards in the ARC, [site plan](#), and underlying zoning ordinances:

(A) [Buildings](#) within the town center shall be oriented towards the street with the purpose of creating visual interest to slow traffic for pedestrian safety and a more interesting visitor experience.

(1) [Buildings](#) shall have a maximum front [setback](#) of 30 feet, minimum of 15 feet.

(2) A deeper [setback](#) of the principal [structure](#) may be allowed in rare circumstances only if objects or [structures](#) are built within the standard [setback](#) creating the effect of an enclosed street wall that the principal [structure](#) would have created.

(a) Acceptable objects and [structures](#) to qualify for a deeper [setback](#) include canopies, trellis, architectural [screens](#), columns and/or pedestrian lighting.

(b) Objects such as walls, benches or fencing alone do not qualify as creating the effect described in this subsection.

(c) The objects or [structures](#) shall be featured along at least 50 percent of the property [frontage](#).

(d) All [structures](#) shall conform to the commercial [building](#) standards including cladding, height and roofline.

(e) If the site is located on the corner of two [public streets](#), the deeper [setback](#) shall not be allowed.

(3) [Buildings](#) shall feature a street facing storefront that:

(a) Has an operable door;

(b) Is surrounded by a glass storefront denoting a main entrance; and

(c) Has a direct sidewalk connection to the sidewalk along the road and any other nearby sidewalks.

(4) Corner buildings shall feature:

- (a) a chamfered corner or rotated tower facing the intersection
- (b) a storefront facing the corner. Storefronts shall feature the following:
 - (i) operable door or window that is open to the public during business hours
 - (ii) glass on each side of the door/window
 - (iii) awning over storefront
- (c) a sidewalk from the intersection corner to the chamfered storefront building corner
- (d) a two story tower feature taller than the rest of the building. Towers shall feature the following:
 - (i) upper level of the tower must feature windows
 - (ii) hipped roof
 - (iii) raised seam roofing
- (e) no drive-through lanes or parking allowed between the building and the roadway.

(5) ~~(4)~~ Sidewalk connections described in subsection (A)(3)(c) of this section shall:

- (a) Be at least five feet wide;
- (b) Connect with the shortest distance possible;
- (c) Feature pedestrian scale lighting; and
- (d) Include the following features, when a sidewalk connection crosses a [parking lot](#) or drive aisle:
 - (i) Decorative colored concrete;
 - (ii) Paint treatment with reflective paint; and
 - (iii) A landscaped refuge island a minimum of every 50 feet to 70 feet of sidewalk.

(B) Parking shall be screened with [landscaping](#) and a low brick or stone wall when visible from street.

(C) Signage in the town center shall conform with the following regulations in addition to the regulations found in Chapter [10.45](#) SMC:

- (1) On-site detached signage shall be no taller than 10 feet, except [signs](#) associated with a multi-tenant [office](#) building may be up to 15 feet.
- (2) Maximum [area](#) of 100 square feet including base [structure](#), signage, roof, foundation, hollow [areas](#), and any other associated elements.
 - (a) [Signs](#) shall be measured as a generalized length times width.
 - (b) [Signs](#) associated with a multi-tenant [office](#) building may be up to 120 square feet in [area](#).
- (3) All [signs](#) shall feature a decorative [masonry](#) base of brick, rock, or stone. Block concrete [masonry](#) units are prohibited, whether split, honed or other.
- (4) Off-premises signage shall not be allowed.
- (5) Attached [building](#) signage or branding colors shall not exceed 10 percent of any side of any [structure](#)'s facade.
- (6) Electronic message centers (EMC) shall:
 - (a) Be limited to one per [building](#) per site;
 - (b) Be a maximum of 40 square feet;
 - (c) Be counted towards the maximum detached signage square footage and height allowances; and
 - (d) Have adjustable brightness that is adjusted down to prevent light pollution, particularly at night, which is accomplished by:
 - (i) Using a photocell sensor that notifies the display to change brightness according to the ambient light conditions.

- (ii) Setting a maximum brightness level for EMC of 0.3 foot-candles above ambient light conditions when measured at an appropriate distance. [Ord. 21-26 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-020.]

10.100.030 Permitted uses.

[Uses](#) permitted within the town center overlay [zone](#) are those [uses](#) as permitted or conditionally permitted under current zoning or the [uses](#) as outlined in the City's [general plan](#) as adopted with the exception of the following [uses](#) which are prohibited within the town center overlay zone: auto repair, auto body, auto maintenance, auto detailing, car washes, and car dealerships. These [uses](#) are limited with the intent to create a pedestrian-friendly mixed-use City core, including the location and orientation of drive-through service [uses](#). [Ord. 21-26 § 1 (Exh. A); Ord. 18-10 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-030.]

10.100.040 Development theme.

Development in this [zone](#) shall conform to an approved development theme. The theme shall be reviewed and recommended for approval by the Architectural Review Committee. Final approval of any development theme shall be by the [City Council](#), and shall conform to the provisions outlined in the town center master plan. [Ord. 21-26 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-040.]

10.100.050 Development plan.

To ensure development conforms to the town center master plan, City staff shall review and approve all development plans. Drawings should include the placement of [buildings](#) and their [uses](#), [landscaping](#), parking, lighting, and design guidelines outlined in the [area](#) master plan. Before submittal to the [Planning Commission](#) for recommendation and to the [City Council](#) for final approval all plans, elevations and architectural details shall be reviewed by the Architectural Review Committee. The Architectural Review Committee shall review and recommend any plans, elevations or details prior to consideration by the [Planning Commission](#) and approval by the [City Council](#). [Ord. 21-26 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-040.]

10.100.060 Architectural Review Committee.

Developments within the town center overlay [zone](#) are required to be reviewed by the Architectural Review Committee in accordance with Chapter [10.28](#) SMC, Architectural Review Committee and Design Standards. [Ord. 21-26 § 1 (Exh. A); Ord. 13-11 § 1; Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-050.]

10.100.070 Special provisions.

- (A) All lots, parcels, or sites shall have a minimum 15 percent of the total [area](#) landscaped, including all required [front yards](#), installed within four months of occupancy and permanently maintained in good condition.
- (B) Temporary [buildings](#) shall meet the provisions of the currently adopted editions of the International [Building](#) Code and must be sufficiently anchored to withstand a 100-mile-per-hour wind.
- (C) Commercial [uses](#) that require grease traps/interceptors shall locate such devices on the outside of the restaurant or food service [building](#) and frequently and effectively service such devices to maintain them in satisfactory working order to protect the sanitary sewer system from contaminants. A licensed hauler shall dispose of all materials removed from a grease trap/interceptor at an approved disposal site in a lawful manner.
- Restaurant, food service businesses, or commercial [uses](#) of used fryer oil shall dispose of such oil into a self-contained oil-rendering tank for disposal and transport. Outside or "refuse/dumpster" storage of oil-rendering barrels or other containers is prohibited.
- (D) In order to minimize the possibility of commercial properties becoming blighted, retail establishments of 40,000 square feet or greater shall enter into a facility [use](#) agreement with the City prior to the issuance of a [building](#) permit. Additionally, the owner shall submit a facility maintenance plan as required in this chapter 30 days prior to the owner vacating the [building](#).

- (1) The terms "vacant" or "vacate" as used herein shall mean that no business activity is undertaken from the retail establishment for a period of 180 consecutive days.

(2) The facility [use](#) agreement shall outline the responsibility of the owner to remove the [building](#), should it become vacant for more than three and one-half consecutive years, and shall provide legal remedies to enforce the terms of the agreement. In the event a [building](#) is vacant for more than three and one-half consecutive years, the owner shall remove the [building](#) and restore the property to a safe and compatible condition. The facility [use](#) agreement shall be in substantially the following form, which form is hereby adopted as part of this title:

Facility [Use](#) Agreement

AN AGREEMENT BY AND BETWEEN _____, A _____ HEREINAFTER REFERRED TO AS OWNER, AND SYRACUSE CITY, A MUNICIPAL CORPORATION HEREINAFTER REFERRED TO AS CITY.

Recitals

- (1) The Owner desires to construct a commercial facility, at approximately _____, in Syracuse City to conduct a business known as _____.
- (2) The City has adopted [ordinances](#) to govern the development of commercial property within Syracuse City designed to protect the health, safety, and welfare of the community.
- (3) The City has valid concern that blighted conditions might occur should said facility or [structure](#) become vacant for an extended period of time.
- (4) The Owner and City are desirous to minimize impact to the community should the [building](#) become vacant.

Agreement

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, and conditions set forth herein, and other good and valuable consideration, the Owner and City agree as follows:

- (1) Owner will provide the City a written facility management plan 30 days prior to vacating the [building](#) which outlines plans to maintain the property according to City [Ordinance](#). Failure to do so will constitute a breach of this Agreement and entitle the City to injunctive relief to enforce the provisions hereof.
- (2) Should the [building](#) remain vacant for 42 consecutive months, the City shall provide written notice to the Owner, at the address as it appears on this Agreement, ordering Owner to remove the [building](#) and restore the property to a condition that does not distract from surrounding businesses.
- (3) Should the Owner fail to comply with the City request to remove the [building](#) within 30 days from the mailing date of said notice to the Owner, the City may file suit for specific performance to enforce the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this _____ day of _____, 20__.

(Signed, witnessed, and/or attested)

(3) In the event, for any reason, the retail establishment chooses to vacate the premises for a period of six months or greater, the owner shall submit a facility maintenance plan to the City 30 days prior to vacating. The maintenance plan shall include:

- (a) The estimated time the facility will be vacant.
- (b) Detailed plans to maintain the property during the time it will be vacant.
- (c) Method of securing all entrances to the facility.
- (d) Plans to restrict access to off-street parking.
- (e) Plans to remove all advertisement and business signage.
- (f) Plans to market the property.

(E) Existing residential and accessory [structures](#) may remain in this [zone](#) for commercial purposes if the property meets all the following conditions:

- (1) The proposed [use](#) for the [structure](#) conforms with the [permitted use](#) for this [zone](#).

- (2) The lot size has a minimum of 21,780 square feet.
- (3) The parcel has a minimum [frontage](#) as required by zoning on an existing [public street](#).
- (4) [Setbacks](#) comply with the established minimum requirements for this [zone](#) and receive approval with [site plan](#).
- (5) The lot has an existing driveway access from a [public street](#) and receives approval with [site plan](#) for any proposed modifications to said driveway (the Utah Department of Transportation shall also approve any access located on a state road).
- (6) All off-street parking complies with the requirements in Chapter [10.40](#) SMC and receives approval with [site plan](#).
- (7) All [signs](#) and lighting comply with the requirements in Chapter [10.45](#) SMC and receive approval with [site plan](#).
- (8) All landscape and buffering comply with the established requirements in Chapter [10.30](#) SMC and receive approval with the [site plan](#).
- (9) The [Building](#) and Fire Departments inspect and approve all plans and [uses](#). [Ord. 21-26 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Code 1971 § 10-20-060.]

The Syracuse Municipal Code is current through Ordinance 25-42, passed December 9, 2025.

Disclaimer: The city clerk's office has the official version of the Syracuse Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://syracuseut.gov/>

City Telephone: (801) 614-9633

Codification services provided by [General Code](#)



COUNCIL AGENDA

July 14, 2026

Agenda Item #8

Proposed Amendment to 10.20.090

Summary

The mayor has requested this discussion based on a recent site plan application approved by Planning Commission on 4/7/26. The parcel, which is .991 acres, is the proposed site of a new coffee shop. The coffee shop didn't need the entire property, so the developer set aside a little less than half of the site as 'future development'. The developer requested site plan approval of just the area to be developed, not the entire lot. Once the rest of the property is ready to develop, the remainder will be required to apply for site plan approval. The concern with this situation is that in the meantime, the future development area will remain without landscaping or other improvements. The owner/developer will, at the minimum, be required to mow the weeds down to 12" to comply with code enforcement rules. Also, the area that was left undeveloped is adjacent to an existing single family home. Commercial next to single family requires a fence and landscaping, however, the developer argues that the fence and landscaping can wait until the next phase is developed, as it is not part of the 'site'. He says the development is not technically adjacent to the single family as it is separated by the vacant future development area. The developer argues that the coffee project boundary and the future development boundary, even though on the same lot, are separate 'sites'. It is common to leave a 'pad' for future development as part of a commercial subdivision, however the pad is most always on it's own property. Below is our ordinance and in red is a potential amendment to consider.

10.20.090 Site plan review.

(1) The entire site shall be developed at one time unless a phased development plan is approved. For purposes of site planning, a 'site' shall extend to recorded lot boundaries.

Goals of Discussion

The City Council discussed this item during its meeting on 4/28/26 and is forwarding this to the Planning Commission since it is land use related. The Planning Commission discussed the item on 5/19/26. On 6/16/26, they held a public hearing and forwarded a recommendation to approve this amendment.

Attachments

-Ordinance

ORDINANCE 26-16
AN ORDINANCE AMENDING 10.20.090 SITE PLAN REVIEW

WHEREAS, Syracuse City requires site plan review for all commercial projects; and

WHEREAS, The purpose of the site plan review process is to ensure orderly development complaint with all city ordinances; and

WHEREAS, The city wishes to prevent developers from leaving small remnants of a commercial parcel undeveloped without site improvements; and

WHEREAS, the Syracuse City Council feels that this amendment will better protect surrounding residential property owners from the effects of commercial development;

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

Section 1. Syracuse Municipal Code Sections 10.20.090 are amended, to read as attached hereto.

Section 2. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity of 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 14TH DAY OF JULY, 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

July 14, 2026

Agenda Item #9

Adoption of Revised Recruitment and Retention Policy

Background

The Council has discussed this item in previous work sessions and is aimed at re-evaluating Syracuse City's Recruitment and Retention Policy. While the catalyst for this re-evaluation is the growing concern over the policy's affordability, particularly in light of personnel costs outpacing City revenue growth and the resulting structural deficit in the General Fund- the primary intent of this update is to have a well-balanced policy, particularly regarding competitive compensation and budget affordability.

Revisiting the Purpose and Goals of the Policy

The current policy aims to:

- Attract and retain the best talent possible in a competitive market;
- Minimize inefficiencies associated with high employee turnover and lack of knowledge or talent;
- Provide a stable and transparent system of employee career advancement;
- Reward performance over tenure;
- Benchmark compensation and benefits regularly to remain competitive in the market.

Final Edits

The Council discussed the major points of the policy at the June 23, 2026 work session and came to a general consensus on the language of the main components of the policy. This final draft to be voted on includes two finer points that needed clarification. They are redlined in the attached draft.

1. **Capping the merit increases.** Merit increases are calculated by multiplying the city's annual sales tax growth rate by 30%. For example, the growth rate has recently been around 6%-7%. In a 6% growth year, the average annual merit increases based on employee performance is 1.8%. Although rare, it is possible that the city could have a highly volatile swing in sales tax growth. When this happens, the city commits a large number towards merit-based wage increase one year, and then could struggle to fund those increases the following years. In an effort to keep the budget predictable and affordable, it is proposed that the merit increases are capped at 3% in Normal Years, and 2.5% in Constrained Years.
2. **Definition of "Significant Tax Increase".** Since the new benchmarking system is based on the type of budget year (Normal, Constrained, Severely Constrained, Emergency), it is important to define, in concrete terms, how any given year will be categorized. The term "significant tax increase" is the primary determinant on the type of budget year, but the draft policy didn't define "significant". It is proposed that a Significant Tax Increase be defined as any tax increase above 9%. This number generally limits minor tax increases to within the historical inflation range. As mentioned in previous meetings, the State Tax Code for city property taxes does not allow the city to account for inflation in property taxes unless the Council takes action to raise the rates (rates automatically go down as property values in the city go up). Based on current property values, a 9% increase equates to approximately \$63 per year (\$5.25/month) on the average Syracuse home.

Action Item

Vote on whether to adopt the revised Recruitment and Retention Policy as outlined in the attached draft.

RESOLUTION NO. R26-31

A RESOLUTION OF THE CITY COUNCIL OF SYRACUSE CITY, UTAH, ADOPTING THE AMENDED RECRUITMENT AND RETENTION POLICY

WHEREAS, Syracuse City desires to attract, motivate, and retain qualified employees in order to provide efficient, effective, and high-quality services to the citizens of Syracuse City; and

WHEREAS, the City Council recognizes that excessive employee turnover, inconsistent compensation practices, and a lack of clear career progression may negatively impact the City's ability to provide reliable municipal services; and

WHEREAS, the City has previously adopted a Recruitment and Retention Policy to provide a planned and consistent approach to employee recruitment, compensation, career progression, and retention; and

WHEREAS, City Administration has reviewed and updated the Recruitment and Retention Policy to better reflect current labor market conditions and fiscal constraints; and

WHEREAS, the updated policy establishes a process for annually benchmarking wage scales against comparable cities and entities, reviewing wage scales during the annual budget process, and making associated wage adjustments effective during the first pay period of July unless otherwise determined by the City Council; and

WHEREAS, the updated policy further recognizes that the City's compensation practices may need to vary depending on the City's financial condition by identifying Normal, Constrained, Severely Constrained, and Emergency budget years; and

WHEREAS, the updated policy maintains the City's pay-for-performance approach by providing for annual merit increases based on employee performance, subject to budgetary approval and applicable limits established by the City Council; and

WHEREAS, the updated policy also provides for periodic wage compression reviews, periodic review of employee benefits, internal employee surveys, comprehensive policy review, and communication of the policy to employees and potential candidates; and

WHEREAS, the City Council finds that adoption of the updated Recruitment and Retention Policy is in the best interests of Syracuse City and will further the City's goal of attracting and retaining qualified employees while balancing service quality, fiscal responsibility, and long-term sustainability.

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

Section 1. Adoption.

The Syracuse City Council hereby adopts the updated **Recruitment and Retention Policy**, Version 1.4, attached hereto as **Exhibit A** and incorporated herein by this reference.

Section 2. Implementation.

City Administration is authorized and directed to administer and implement the Recruitment and Retention Policy in accordance with its terms and subject to annual budget appropriations, City Council direction, and applicable law.

Section 3. Budgetary Discretion.

Nothing in this Resolution or in the Recruitment and Retention Policy shall be construed to legally bind the City Council to appropriating funds in any particular amount or to approve any specific wage, benefit, or compensation adjustment. All compensation and benefit adjustments remain subject to annual budget approval and the discretion of the City Council.

Section 4. Prior Policies.

To the extent any prior recruitment and retention policy, resolution, or administrative practice conflicts with the updated Recruitment and Retention Policy adopted by this Resolution, the updated policy shall control.

Section 5. Effective Date.

This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14th DAY OF JULY 2026.

SYRACUSE CITY

ATTEST:

Cassie Z. Brown, City Recorder

By: _____
Dave Maughan, Mayor



RECRUITMENT & RETENTION POLICY

1) PURPOSE

- A. The purpose of this policy is to establish a planned approach to ensure that Syracuse City attracts the best talent possible, and motivates and retains that talent for the overall benefit of the citizens.
- B. It is essential that Syracuse City recruits and retains the best talent possible to ensure the most efficient use of City resources. Excessive turnover and any lack of direction provided by City leadership will produce inefficiencies that waste City resources, and will degrade the quality of service provided to the citizenry.

2) COMPONENTS OF THE POLICY

A. Leadership & Responsibility

Executive/Administration

As the Executive/Administrative branch of Syracuse City, the leadership and responsibility for creating an environment that breeds productive, dedicated, and engaged employees lies primarily with the City Manager, and ultimately with the Mayor, with the support of the department heads and the City Council.

City Council

The City Council will be tasked with reviewing programs and policies proposed by the City Manager and/or Mayor, and adopting policies that align with the purpose of this policy.

Employees

Employees are responsible for bringing a positive, constructive approach to the workplace. Issues affecting recruitment and retention are to be addressed by employees in a professional and constructive manner.



COUNCIL AGENDA

July 14, 2026

Submitted by Colin Winchester

Agenda Item #10

ORD 26-17 – PARK-AND-RIDE PARKING REGULATIONS

Factual Summation

- The attached proposed ordinance, coupled with existing parking ordinances, captures the parking regulations and prohibitions discussed in the June 23 Council work meeting.
- The attached proposed ordinance does NOT address the parking-by-permit process that was suggested during that same meeting. That process has not yet been fully developed. If the Council desires to pursue a parking-by-permit option, staff will develop that process and present it to the Council at a future work meeting.

Discussion Goals

Discuss and determine whether to adopt the proposed ordinance.

Determine whether to direct staff to develop a parking-by-permit process for future consideration.

ORDINANCE 26-17
AN ORDINANCE AMENDING SYRACUSE MUNICIPAL CODE SECTION 11.20.060
AND ADOPTING SYRACUSE MUNICIPAL CODE SECTION 11.20.075
PARKING REGULATIONS FOR PARK-AND-RIDE LOTS

WHEREAS, the City is in the process of acquiring two park-and-ride lots from the Utah Department of Transportation; and

WHEREAS, the park-and-ride lots are intended to accommodate commuters; and

WHEREAS, the park-and-ride lots are being used for the short-term and extended parking of commercial vehicles and other non-commuter vehicles; and

WHEREAS, neighboring residents have raised concerns about traffic and noise associated with the use of the park-and-ride lots; and

WHEREAS, the City Council desires to adopt regulations specific to the park-and-ride lots;

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

Section 1. Syracuse Municipal Code Section 11.20.060 is amended to read as attached hereto.

Section 2. Syracuse Municipal Code Section 11.20.075 is adopted to read as attached hereto.

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

Section 4. This Ordinance shall become effective ten days after adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 14TH DAY OF JULY, 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

11.20.060 Parking of heavy duty vehicles in public rights-of-way.

(A) ~~The~~ Except while actively loading or unloading, the driver of a motor vehicle having a total gross weight, loaded or unloaded, in excess of 26,000 pounds, or having a total length in excess of 24 feet from the most forward point of the vehicle or its load to the most rear point of said vehicle or its load, shall not park said vehicle or allow it to stand upon any City street or public right-of-way for longer than two hours.

(B) The driver of a motor vehicle having a total gross weight, loaded or unloaded, in excess of 10,000 pounds and less than 26,000 pounds, or having a total length between 20 feet and 24 feet, from the most forward point of the vehicle or its load to the most rear point of said vehicle or its load, shall not park said vehicle or allow it to stand upon any City street or public right-of-way for longer than 24 hours.

(C) In determining the total gross weight or total length as provided in this section, the length or weight of a trailer connected or attached to or in tandem with the motor vehicle shall also be included in making such determination.

11.20.075 Park-and-Ride Lots

(A) The City owns, controls or maintains two park-and-ride lots. The provisions of this chapter apply to park-and-ride lots. However, where the provisions of this section differ from other provisions of this chapter, the provisions of this section govern.

(B) It shall be unlawful to stand or park any vehicle having a total gross weight, loaded or unloaded, in excess of 26,000 pounds, or having a total length in excess of 24 feet from the most forward point of the vehicle or its load to the most rear point of said vehicle or its load, in any park-and-ride lot.

(C) It shall be unlawful to stand or park any recreational vehicle, trailer, boat or construction equipment in any park-and-ride lot.

(D) It shall be unlawful to stand or park any other vehicle in any park-and-ride lot for more than 48 consecutive hours.

(E) It shall be unlawful to camp overnight or sleep overnight in any park-and-ride lot.



COUNCIL AGENDA

July 14, 2026

Agenda Item #11 Discussion regarding process for selling property at 546 W 2525 S.

Factual Summation

- Any question regarding this agenda item may be directed at Brody Bovero, City Manager.
- The council discussed the property sale process previously and determined that there should be a 30-day bid period for both homes.
- We listed the 508 W 2700 S home on June 19th. Since that date, we have had over 40 showings and 3 offers made. The attached activity report shows the numbers by day. Our realtor mentioned that they have 4-5 interested parties but are waiting until closer to the July 19th deadline to submit an offer. Our realtor has mentioned that the 30-day bid period is actually hurting our chances of receiving additional offers and bidding up the offering price of the home. Most interested parties are looking to move quickly on making offers to complete the purchase of the home. Some have moved on because of the 30-day bid period. The three bids we have are all slightly above the appraised value of the home.
- We listed the 546 W 2525 S home on 7/8/2026. If we stick to the 30-day bid period, bids are due on August 7th. If this home has the same visitor activity, we may have a similar issue with not being able to leverage bids and take advantage of multiple bidders increasing their offering price. If we remove the 30-day bid window, we can leverage multiple bidders and increase the price of the home. We could also potentially close on the house sooner if we have enough interested parties.
- Is the council willing to remove the 30-day bid window on the 546 home and allow our realtor to work with interested parties and negotiate the price of the offers to potentially get high bid prices?
- We would still require that our minimum acceptable bids be equal to or above the appraised values of the home.

Discussion Goals

Discuss whether to eliminate the 30-day bid period on the 546 S home.

B. Employee Compensation Policy

It is the general policy of Syracuse City that it will compensate its employees on a merit-based system in a manner that is competitive with the market, for wages and benefits. Overcompensating does not ensure the best service and undercompensating erodes the City's ability to attract and retain quality employees.

C. Administration of the Policy

1. Comparison Market

(a) Benchmarking of Comparison Entities

(i) Wage scales for all positions will be benchmarked against the following core cities:

1. Roy
2. Clinton
3. Clearfield
4. Layton
5. Kaysville
6. Farmington
7. West Point

(ii) In addition to the core cities, the following entities will be benchmarked in these respective departments:

1. Public Works: Maintenance Workers, Crew Leaders, and Superintendents
 - a. North Davis Sewer District
 - b. Central Davis Sewer District
 - c. Central Weber Sewer Improvement District
 - d. Weber Basin Water Conservancy District
 - e. Davis & Weber Counties Canal Company
 - f. Roy Water Conservancy District
2. Fire Department

- a. North Davis Fire District
- b. South Davis Metro Fire District
- c. Weber Fire District
- d. North View Fire District

(iii) If the core lists above do not produce enough comparable positions to calculate the wage scale for any given position, the following cities will be added for comparison:

1. North Ogden
2. West Haven
3. Centerville
4. Bountiful
5. North Salt Lake
6. Davis County
7. Weber County

(iv) If, after adding the cities in section iii above, there still aren't enough comparable positions to calculate the benchmark for a given position, the position's benchmark comparisons will be merged with the closest benchmarked position in the city that does have sufficient comparables to calculate the average.

(b) Gathering Benchmark Data from Comparison Cities/Entities

- (i) The wage benchmarking process will happen once per year, typically in February, and in preparation for the annual budget.
- (ii) The City will primarily rely on the Technet system, or other similar cooperative data sharing platform to gather wages scales from other cities and entities. At the discretion of the City Council, a third-party contractor may be used to gather the data instead of Technet.
- (iii) The benchmarking data for each position will be verified with the official wage scales of each city. City administration will check for errors, inconsistencies, or other flaws. City administration will make any necessary corrections, and conduct any additional research needed to ensure the integrity of the data.

(c) **Annual Market Adjustments**

- (i) Every year, the wage scales for each department will be reviewed and adjusted to comply with the policy’s level of compensation outlined below. This process will occur during the annual preparation of the budget, with associated wage adjustments becoming effective the first pay period of July. Wages will be adjusted commensurate with the wage scale as determined by the policy, unless otherwise determined by the City Council.

2. Level of Compensation

(a) **Setting Wage Scales**

- (i) Coinciding with the Periodic Market Adjustments for each department, the wage scales for each position will be set at the average of the top three cities/entities for non-supervisory positions, and average of the top four cities/entities for supervisory positions, however each position’s wage scale will be at least 5% higher than the position below. For purposes of determining the type of budget year below, “Significant Tax Increase” is defined as a property tax increase of more than 9%. For each year’s upcoming budget, the Council will attempt to establish the type of budget year at their annual budget retreat meeting.

- 1. **Normal Year:** A year in which revenues are expected to cover expenses without a tax increase; or only a minor tax increase is required; or a significant tax increase is needed and one (1) or fewer significant tax increases have occurred within the prior four (4) years.

In a Normal Year:

- a. Non-supervisory position wages shall be adjusted to the average of the top three (3) benchmark entities; and
- b. Supervisory position wages shall be adjusted to the average of the top four (4) benchmark entities.

- 2. **Constrained Year:** A year in which a significant tax increase is required to fund expenses and at least two (2) significant tax increases have occurred within the prior four (4) years.

In a Constrained Year:

- a. Non-supervisory position wages shall be adjusted to the average of the top four (4) benchmark entities, according to annual performance of the employee (see c below); and
- b. Supervisory position wages shall be adjusted to the average of the top five (5) benchmark entities, according to the annual performance of the employee (see c below).

- c. Top performing employees, as determined by the annual performance review, will receive the full wage adjustment, while average and below average (but still meeting minimum performance standards) will receive progressively less than the full adjustment.
3. **Severely Constrained Year:** A year in which, absent a significant tax increase, the City is at risk of reaching its minimum fund balance reserve within the next two (2) years; or a significant tax increase is required and three (3) or more significant tax increases have occurred within the prior four (4) years.

In a Severely Constrained Year:

- a. Wages shall adjust according to the Constrained Year standard; however, the maximum increase shall be capped at the annual URS Index.
4. **Emergency Year:** A year in which the City has fallen below its minimum fund balance reserve; or a significant economic shift has materially reduced expected revenues and is likely to persist for multiple years; or other catastrophic economic conditions exist that threaten the City's ability to provide basic services.

In an Emergency Year: All wage scale adjustments and compensation decisions shall be determined by the City Council on a case-by-case basis.

- (ii) Exemptions for Certain Positions: Except for during an Emergency Year, positions demonstrating ongoing recruitment and retention challenges may be exempted from downward benchmarking levels associated with constrained fiscal conditions. Specifically, positions that consistently experience weak applicant pools, defined as ten (10) or fewer qualified applicants per recruitment, or high turnover evidenced by repeated employee departures within a two (2) year period for competitive reasons, may receive wage adjustments at no less than the Constrained Year wage scale standard.
- (iii) At any time, the City Council may adjust a position's wage scales to be different than the policy standard above to address competitiveness and labor market issues.

(b) Career Progression

- (i) Advancements: An Advancement is defined as an extra pay increase that recognizes an employee's improved skill, knowledge, or capability. Some advancements also include a change in title to a higher position in the wage scale, but typically does not include a significant increase in the employee's responsibilities or supervisory duties (e.g. Maintenance Worker 1 to a Maintenance Worker 2). Frontline (non-supervisory) employees who meet the requirements for an advancement established in each department will

receive an increase to the minimum wage of the entering wage scale, but at least a 5% increase. Each employee in a frontline position is eligible for a maximum of two advancements, if the position allows.

- (ii) Promotions: a Promotion is defined as a movement to a higher position that significantly increases the employee’s responsibilities and/or supervisory duties. An employee who is promoted will receive an increase to the minimum wage of the entering wage scale, but at least a 10% increase.
- (iii) **Annual Merit Increase:** Syracuse City has adopted a “pay for performance” ethic, and therefore does not use programmed step increases or cost of living increases based on time of service alone. A merit-based system is created to encourage continuous improvement of employees, for the overall benefit of the City. Commensurate with employee performance and improvement, the City Manager will administer a system that provides a path for employees to progress through the salary and wage scale for each position

1. In order to determine the budgeted amount for merit increases, the Council will:

- (a) For Normal and Constrained Years: calculate ~~one-third~~ (+3)30% of the annual sales tax growth rate from the previous year, and set that as the average merit increase percentage for each position. For Normal Years, the merit increase percentage will be capped at 3%. For Constrained Years, ~~however,~~ the percentage amount will be capped at a maximum of 2.5% ; or
- (b) For Severely Constrained or Emergency Years: Calculate the average merit increases on a case by case basis as determined by the City Council.

2. Each department will be allotted a proportional share of the budgeted merit increase dollars based on the following formula:

$$\text{Dept Share of Budgeted Merit Increase Dollars} = (\text{Average merit increase approved by the City Council}) \times \text{Total payroll of the department}$$

Note: Department heads will be considered a separate pool for these purposes.

- (iv) For each department, the average evaluation score will be calculated. The average score will be targeted to receive the average merit increase. Scores above the average evaluation will be provided a higher merit increase, and scores below the average will be provided a lower merit increase. Nevertheless, in no case shall the highest merit increase be higher than 50% above the average, unless approved by the City Council. Any score below a 3 will not be eligible for a merit increase. Employees who were hired within

the evaluation year will receive a pro-rated merit increase based on the number of months of service, as outlined in the City's employee policy manual.

- (v) **Wage Compression:** To ensure the integrity and competitiveness of the City's compensation structure, a comprehensive wage compression review shall be conducted at least once every two (2) years. The purpose of this review is to identify and address instances of wage compression, defined as situations where employees with less experience, lower qualifications, or lower performance are compensated at rates equal to or disproportionately close to those of more experienced or higher-performing employees within the same classification or organizational hierarchy.
 - 1. Adjustments resulting from the compression review shall be targeted, incremental, and based on objective factors including tenure, relevant experience, certifications, and documented performance.
 - 2. This review shall not address "natural compression" resulting from differences in individual performance, merit increases, or other performance-based compensation decisions, but shall instead focus on structural or market-driven compression caused by changes in wage scale minimums or external labor market pressures.

3. Competitive Benefits Policy

- (b) Every four years, the City's benefits package will be reviewed with the City Council to determine if adjustments need to be made.
- (c) Methodology: Benefit levels will be comparable with the benchmark cities/entities. In addition, the City will evaluate the feasibility of other benefits that may set the City apart from the others for recruitment and retention purposes.

4. Reviewing Effectiveness of the Policy

- (b) At a minimum of every two years, the City will conduct an internal survey of employees for the purpose of gathering input on the City's recruitment and retention efforts.
- (c) At a minimum of every four years, the City Council and Administration will conduct a comprehensive review of this policy to evaluate its effectiveness in achieving its purpose.

5. Communication of the Policy

- (b) The Administration will produce materials and information that outlines the predictable and stable nature of career progression outlined in this policy in a way that employees will be able to reasonably understand and envision a future with the City.

- (c) The Administration will produce materials and information for employees that clearly outlines the level of compensation outlined in this policy.
- (d) The City will utilize the following venues and outlets for communication of the policy:
 - (iv) Written material during the on-boarding process.
 - (v) Electronic information accessible to the employee through intranet or similar means.
 - (vi) Periodic presentation of the policy in all-employee meetings or open enrollment meetings.
- (e) Written and electronic material available to potential candidates through the website or other similar means.

Activity Report

Provided by:
Christine Franks Young
EXP Realty, LLC
240 N East Promontory, Farmington, UT 84025

As of Tuesday, **Jul 07, 2026**



508 W 2700 S, Syracuse, UT 84075
\$ 355,000
MLS # 2166711

Approved Showings:

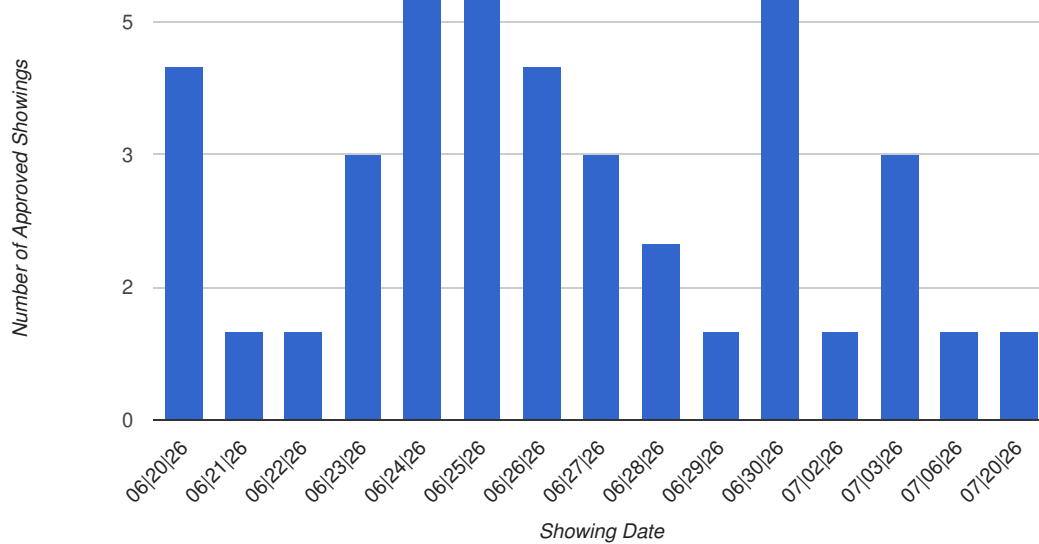
40
Total

40
30 days

6
7 days

10
Feedback

Approved Showings by Showing Date



Feedback Responses

Date
Fri Jun 19, 07:00 PM (30 mins)
(no feedback provided)

Date
Fri Jun 19, 07:35 PM (30 mins)
Did your client like the property? Yes
Did your client feel that the listing was priced appropriately? Yes
Is your client considering making an offer on this property? Unsure
Is your client considering another showing of this property? Not sure
What was your client's favorite aspect of the property? Floor plan

Date
Sat Jun 20, 03:30 PM (30 mins)
(no feedback provided)

Date
Sat Jun 20, 04:30 PM (30 mins)
(no feedback provided)

Date
Sun Jun 21, 05:50 PM (30 mins)
(no feedback provided)

Date
Sun Jun 21, 07:30 PM (30 mins)
(no feedback provided)

Date
Mon Jun 22, 07:40 PM (30 mins)
<p>Did your client like the property? Yes</p> <p>Did your client feel that the listing was priced appropriately? Yes</p> <p>Is your client considering making an offer on this property? Yes</p> <p>Is your client considering another showing of this property? Not sure</p> <p>What was your client's favorite aspect of the property? Floor plan</p> <p>General Comments Still debating, but they are getting closer to making an offer.Thanks so much!!</p>

Date
Tue Jun 23, 12:40 PM (60 mins)
(no feedback provided)

Date
Tue Jun 23, 05:30 PM (30 mins)
(no feedback provided)

Date
Tue Jun 23, 06:00 PM (30 mins)
<p>Did your client like the property? Yes</p> <p>Did your client feel that the listing was priced appropriately? Yes</p> <p>Is your client considering making an offer on this property? No</p> <p>Is your client considering another showing of this property? No</p> <p>What was your client's favorite aspect of the property? Floor plan</p> <p>General Comments Busy road was a deal breaker.</p>

Date
Tue Jun 23, 06:30 PM (30 mins)

(no feedback provided)

Date

Tue Jun 23, 07:55 PM (30 mins)

(no feedback provided)

Date

Wed Jun 24, 01:00 PM (30 mins)

(no feedback provided)

Date

Wed Jun 24, 05:30 PM (30 mins)

(no feedback provided)

Date

Wed Jun 24, 07:00 PM (30 mins)

(no feedback provided)

Date

Wed Jun 24, 07:30 PM (30 mins)

Did your client like the property? Yes

Did your client feel that the listing was priced appropriately? Yes

Is your client considering making an offer on this property? Unsure

Is your client considering another showing of this property? Not sure

What was your client's favorite aspect of the property? Price

Date

Wed Jun 24, 08:00 PM (30 mins)

(no feedback provided)

Date

Thu Jun 25, 12:00 PM (60 mins)

(no feedback provided)

Date

Thu Jun 25, 01:00 PM (30 mins)

(no feedback provided)

Date

Thu Jun 25, 06:40 PM (60 mins)

(no feedback provided)

Date

Fri Jun 26, 01:30 PM (45 mins)

(no feedback provided)

Date

Fri Jun 26, 03:15 PM (45 mins)

(no feedback provided)

Date

Fri Jun 26, 04:00 PM (60 mins)

Did your client like the property? Yes

Did your client feel that the listing was priced appropriately? Yes

Is your client considering making an offer on this property? No

Is your client considering another showing of this property? Not sure

What was your client's favorite aspect of the property? Floor plan

General Comments They really liked it and then it took them forever to back out of the driveway because of traffic and when they did.. there was an accident right next to them and they had to talk to the police .. so oh man.. but they decided against it

Date

Sat Jun 27, 08:30 AM (30 mins)

Did your client like the property? Yes

Did your client feel that the listing was priced appropriately? Yes

Is your client considering making an offer on this property? Unsure

Is your client considering another showing of this property? Yes

Date

Sat Jun 27, 12:45 PM (30 mins)

(no feedback provided)

Date

Sat Jun 27, 02:00 PM (30 mins)

(no feedback provided)

Date

Sun Jun 28, 10:30 AM (30 mins)

(no feedback provided)

Date

Sun Jun 28, 03:30 PM (30 mins)

Did your client like the property? Yes

Did your client feel that the listing was priced appropriately? Yes

Is your client considering making an offer on this property? Yes

Is your client considering another showing of this property? No

What was your client's favorite aspect of the property? Floor plan

Date

Mon Jun 29, 05:00 PM (60 mins)

(no feedback provided)

Date

Mon Jun 29, 07:00 PM (30 mins)

(no feedback provided)

Date

Tue Jun 30, 10:15 AM (45 mins)

Did your client like the property? Yes

Did your client feel that the listing was priced appropriately? Yes

Is your client considering making an offer on this property? No

Is your client considering another showing of this property? No

What was your client's favorite aspect of the property? Price

General Comments timeline doesn't work for my client

Date

Tue Jun 30, 01:30 PM (30 mins)

(no feedback provided)

Date
Tue Jun 30, 04:00 PM (30 mins)
<p>Did your client like the property? Yes</p> <p>Did your client feel that the listing was priced appropriately? Yes</p> <p>Is your client considering making an offer on this property? Yes</p> <p>Is your client considering another showing of this property? Yes</p> <p>What was your client's favorite aspect of the property? Price</p>

Date
Tue Jun 30, 04:30 PM (30 mins)
(no feedback provided)

Date
Thu Jul 2, 09:30 AM (60 mins)
(no feedback provided)

Date
Fri Jul 3, 12:30 PM (30 mins)
(no feedback provided)

Date
Fri Jul 3, 02:30 PM (20 mins)
<p>Did your client like the property? Yes</p> <p>Did your client feel that the listing was priced appropriately? Yes</p> <p>Is your client considering making an offer on this property? Yes</p> <p>Is your client considering another showing of this property? Not sure</p> <p>What was your client's favorite aspect of the property? Floor plan</p> <p>General Comments Client loved home pending numbers from loan officer to make sure it works.</p>

Date
Fri Jul 3, 04:00 PM (45 mins)
(no feedback provided)

Date
Mon Jul 6, 04:00 PM (60 mins)
(no feedback provided)

Date
Mon Jul 20, 05:00 PM (30 mins)
(future appointment)