

Minutes of the Regular Meeting of the Syracuse City Council, held on May 12, 2026, at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 848 1511 7705, in-person in the City Council Chambers at 1979 W. 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings Act Amendments, signed into law on June 25, 2020.

Present: Councilmembers: Andrea Brown
Brett Cragun
Abraham Pollard
Julie Robertson
Paul Watson

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

City Employees Present:

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

1. Meeting Called to Order

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

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

2. Public comment

Kendalyn Harris introduced herself as a candidate for Davis County Commissioner and expressed her interest in observing the meeting to better understand the issues facing cities in the county. She commended Syracuse City for its reputation for fiscal conservatism.

3a. Recognition: Kyle Nance, Fire Marshal introduction and administration of the Oath of Office

Fire Chief Byington introduced Kyle Nance as the City's new Fire Marshal. Chief Byington noted that Mr. Nance began his fire service career in 1998 as a part-time employee with the Syracuse Fire Department, transitioned to a full-time position in January 2006, and rose to the rank of captain. He holds an associate's degree in emergency services from Utah Valley University and a bachelor's degree in fire administration with an emphasis in fire investigation from Columbia Southern University, and has served as a part-time fire inspector with both Layton Fire and South Davis Metro Fire.

The Mayor and Council congratulated Mr. Nance, after which City Recorder Brown administered the Oath of Office to Mr. Nance.

3b. Recognition: John Gulley, Supervising Fire Officer Award

Chief Byington recognized Captain John Gulley for receiving 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. Mr. Byington noted that Captain Gulley combined hundreds of hours of training, experience, and education to achieve this designation. A commemorative plaque and pen were presented on behalf of the designating body. The Mayor noted that Syracuse City holds a higher percentage of such designations than any other department in the state.

4. Approval of minutes.

The following minutes were reviewed by the City Council: April 14, 2026 City Council Business Meeting, and April 28, 2026 City Council Work Session.

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

5a. Common consent: Proposed Resolution R26-21 approving an Interlocal Cooperation Agreement between Syracuse City and Davis

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County relating to the conduct of Community Development Block Grant (CDBG) program for Federal Fiscal Years 2027, 2028, and 2029.

An administrative staff memo explained Davis County administers the Community Development Block Grant (CDBG) on behalf of most cities in the county, except Clearfield and Layton. The CDBG program provides federally funded grants to low income areas. Any proposed project must demonstrate that it primarily benefits low/moderate income households. This proposed inter-local agreement would continue the county's ongoing management of the program for another three years. Davis County Community Services Manager Ryan Steinbeigle is the current grant administrator. The memo included a table summarizing historical use of CDBG grant funds in the County.

COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-21 APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN SYRACUSE CITY AND DAVIS COUNTY RELATING TO THE CONDUCT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FEDERAL FISCAL YEARS 2027, 2028, AND 2029. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

5b. Common consent: Proposed Resolution R26-22 approving an Interlocal Cooperation Master Agreement regarding regional dispatch services by and between Layton City and Syracuse City.

An administrative staff memo explained the proposed Interlocal Cooperation Master Agreement establishes a regional framework for emergency dispatch services administered by Layton City. Under this agreement, Syracuse City would transition its dispatch services from Davis County to Layton City's Emergency Communications Center (ECC). The memo summarized the responsibilities of both parties to the agreement.

Syracuse City Responsibilities

- Paying its proportionate share of dispatch service costs based on the established fee methodology
- Paying quarterly invoices within 30 days
- Contributing to operational and capital costs necessary to maintain service levels
- Ensuring compliance with applicable policies, including CJIS requirements for data access and security
- Participating in advisory groups to provide input on operations, budgets, and policies
- Retaining ownership of its own field equipment (radios, vehicles, etc.)

Syracuse would not have operational control of the dispatch center but would have input through the advisory governance structure.

Layton City Responsibilities

- Operating and managing the Emergency Communications Center, including staffing, training, and day-to-day operations
- Maintaining full authority over dispatch operations and service delivery
- Establishing and administering the annual budget and fee structure
- Providing dispatch services for 9-1-1 and non-emergency calls
- Invoicing participating agencies and providing annual financial reporting
- Maintaining ownership of all dispatch-related infrastructure, systems, and equipment
- Providing governance structure support, including advisory groups for participating agencies

Layton retains primary control over operations, and no separate joint entity is created through this agreement.

The proposed transition to Layton City dispatch services will have a financial impact on the City's budget:

- **FY Upcoming Cost (Layton):** \$392,000
- **Current Cost (Davis County):** Approximately \$150,000
- **Net Increase:** \$242,000 annually

This increase has been previously discussed with the City Council during the budget retreat. The proposed funding mechanism is a monthly dispatch fee assessed on utility bills, which would offset the additional cost without significantly impacting the General Fund.

COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-22 APPROVING AN INTERLOCAL COOPERATION MASTER AGREEMENT REGARDING REGIONAL DISPATCH SERVICES BY AND BETWEEN LAYTON CITY AND SYRACUSE CITY. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

5c. Common consent: Proposed Ordinance 2026-08 amending the Syracuse City Zoning Map for approximately 5.548 acres of real property located at 3000 W. and 1700 S., Agriculture (A-1) to General Commercial (GC).

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An administrative staff memo explained the City has received an application to rezone parcels 12-049-0183 (2.77 acres) and 12-049-0181 (2.778 acres). The parcels are located approximately on the northeast corner of 3000 W. and 1700 S. The property is owned by Syracuse City. The proposed rezone is to prepare the land for commercial development as anticipated in the Memorandum of Understanding (MOU) approved October 14, 2025. The MOU was recently amended on April 14, 2026. The general plan is commercial. This request matches the General Plan. The City Council reviewed this item during their April 28, 2026 work meeting. The Planning Commission reviewed the application and held a public hearing during their meeting on May 5, 2026. They are forwarding a recommendation to approve the request.

COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2026-08 AMENDING THE SYRACUSE CITY ZONING MAP FOR APPROXIMATELY 5.548 ACRES OF REAL PROPERTY LOCATED AT 3000 W. AND 1700 S., AGRICULTURE (A-1) TO GENERAL COMMERCIAL (GC. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

5d. Common consent: Proposed Resolution R26-23, mutual aid agreement for Information Technology (IT) support in the event of a cyber security attack.

An administrative staff memo explained the City's Information Technology (IT) Manager, Cory McDermaid, has proposed that the City enter into a Mutual Aid Agreement for IT support in the event of a cyber security attack. When Mr. McDermaid first joined the City, he had several questions that he felt were best answered by the experience of other municipal IT leaders. He made connections with the Utah Local Government IT Leaders group, which has been an invaluable resource. Through this group, the City has been given the opportunity to participate in a Mutual Aid Agreement. Mr. McDermaid has spent time assessing the City's cybersecurity and disaster recovery readiness and, at this point, believes the City is in a stronger position to both join the agreement and contribute effectively if assistance is needed. The proposed agreement enables Utah local governments to support each other's IT operations during emergencies (e.g., cyberattacks, disasters) by sharing personnel, equipment, and expertise. The terms of the proposed Mutual Aid Agreement are summarized as follows:

- **Purpose:** Strengthen continuity and security of IT services through mutual aid, not routine operations.
- **Voluntary Support:** Each party decides when it can assist without impacting its own services.
- **Response Structure:** Requests go through IT leaders; the requesting party leads incident command. Up to **40 hours of aid is typically no-cost**, with cost recovery options after.
- **Minimum Standards:** To receive aid, entities must maintain **basic cybersecurity and disaster recovery capabilities**.
- **Liability & Legal:** Each party is responsible for its own actions; governmental immunity and confidentiality protections apply.
- **Term:** Five-year agreement with renewal; allows new participants.

COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED RESOLUTION R26-23, MUTUAL AID AGREEMENT FOR INFORMATION TECHNOLOGY (IT) SUPPORT IN THE EVENT OF A CYBER SECURITY ATTACK. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

5e. Common consent: Proposed Ordinance 2026-09 amending Syracuse Municipal Code (SMC) Section 4.10.130 pertaining to non-gravity sewer discharge.

A staff memo from the City Attorney explained after a developer recently sought permission to install sewage injector pumps in unfinished basements in several to-be-constructed single family homes, the Council reviewed existing SMC 4.10.130 to clarify and strengthen the City's position that non-gravity sewer systems are not allowed in the City except for individual pump systems in very limited circumstances. During its April 28 work meeting, the Council reviewed proposed amendments to SMC 4.10.130 and suggested minor amendments. The Council then moved the proposals forward for consideration in a business meeting.

COUNCILMEMBER BROWN MADE A MOTION TO ADOPT PROPOSED ORDINANCE 2026-09 AMENDING SYRACUSE MUNICIPAL CODE (SMC) SECTION 4.10.130 PERTAINING TO NON-GRAVITY SEWER DISCHARGE. COUNCILMEMBER WATSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

6. Public hearing: Council consideration of declaring two parcels of real property as surplus; parcels located at approximately 508 W. 2700 S. and 546 W. 2525 S.

An administrative staff memo explained these properties were identified in the Transportation Impact Fee Facilities Plan requiring acquisition for a road widening project. The Transportation Impact Fee fund was used to purchase these properties. The portions of the properties that were needed for road widening have been deeded to the roadway right-of-way.

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Road construction is nearing completion. Utah House Bill 535 made updates to Utah Code 11-1-201 to 205 which became effective May 6, 2026 regarding disposition of public property.

- Publish an announcement on the city's webpage for 45 days. Posted on May 5, 2026.
- Post a sign on each of the properties indicating the property is for sale and offers can be made to the city. This can be handled through a realtor.
- Announce the city's intent to dispose of the properties. This has been announced on the council agenda for the meeting tonight.

The memo summarized next steps in the surplus property disposition:

- A realtor has been selected through a Request for Proposal process.
- Property appraisals have been completed on the properties.
- The realtor will review the appraisals and determine the asking price for each property based upon the city council's input of setting it within 5% of the appraised value and allowing 30 days to gather offers.
- Based on level of interest in the property and if offers are made, the soonest the matter could be brought back to the Council for consideration is June 23, 2026. During that meeting the council could approve real estate purchase contracts (REPCs) for the properties and would need to disclose the details of the transaction including the purchaser and the offer.

COUNCILMEMBER WATSON MADE A MOTION TO DECLARE TWO PARCELS OF REAL PROPERTY AS SURPLUS; PARCELS LOCATED AT APPROXIMATELY 508 W. 2700 S. AND 546 W. 2525 S. COUNCILMEMBER ROBERTSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

7. Accept Tentative Fiscal Year (FY) 2026-2027 budget and set public hearing for June 9, 2026 to consider adoption of final budget.

A staff memo from the Assistant City Manager explained as required by Utah Code Annotated 10-6-111, the City Budget Officer is required to prepare and file with the governing body a tentative budget for consideration. Each tentative budget shall be reviewed and tentatively adopted during any regular City Council meeting on or before the last meeting in May. As required by Utah Code Annotated 10-6-112, each tentative budget adopted by the governing body and all supporting schedules and data shall be a public record in the office of the city auditor or the city recorder, available for public inspection for a period of at least 10 days prior to the adoption of a final budget. As required by Utah Code Annotated 10-6-113, the governing body shall establish the time and place of a public hearing to consider its adoption and shall order that notice of the public hearing be published at least seven days prior to the public hearing. The City Council should set a public hearing for June 9, 2026, to consider adoption of a final budget. The memo summarized changes that have been made to the tentative budget since the Council's last review of the document:

- Added crossing guard coordinator - \$8,500
- Added maintenance of station 33 land - \$6,000
- Added maintenance of park and ride lots and moved to class c road fund - \$19,000.
- Added public works building concept plan - \$50,000 to class C road fund.

These additions changed the projected deficit to \$330,000 with the decision to make up this difference with rainy day fund balance reserve.

Additionally, the Council requested that staff benchmark with other cities to determine if they are picking up the additional retirement contributions for tier 2 public safety employees. Benchmark data is listed below:

CITY	YES/NO	FULL PICK UP 5.98%
Clearfield	Yes picking up	Yes
Clinton	No not picking up	No
Farmington	Yes picking up	Yes
Kaysville	Yes picking up	Yes
Layton	Yes picking up	Yes
North Davis Fire		
North View Fire	Yes picking up	Yes
Roy	No not picking up	No
South Davis Metro	Yes picking up	Yes
Weber Fire District	Yes picking up	Yes

5-Year IT Plan

Staff added the phone system to our budget for FY2027 and re-prioritized other items in our plan.

5-Year Infrastructure Plan

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Staff adjusted our 5-year capital infrastructure plan by pushing the projects related to the backyard secondary water line. We move them to years 6-10. This updated our utility cash balances as follows:

	<u>Class C Roads</u>	<u>Secondary</u>	<u>Storm</u>	<u>Culinary</u>	<u>Sewer</u>	<u>Total</u>
Two Month Minimum Cash Balance Needed	\$ 458,020	\$ 624,750	\$ 170,922	\$ 709,793	\$ 737,268	\$ 2,700,754
Ending Cash Balance - 5 year plan	\$2,161,104	(\$756,407)	(\$2,345,392)	\$1,742,689	\$1,530,933	\$ 2,332,927
Total Cash Needed to Fund 5 year plan	\$ (1,703,083)	\$ 1,381,157	\$ 2,516,314	\$ (1,032,896)	\$ (793,665)	\$ 367,827
Utility Rate Change Needed		\$ 2.19	\$ 3.99	\$ (1.64)	\$ (1.26)	\$ 3.29

Staff will include a road utility fee discussion on our May 26th work session.

Streetlight Fund

- Street light replacement plan will need to be discussed in future budget meetings.
- Replaced all streetlights in 2012 to reduce power usage.
- Life – 20 years
- Total cost to replace lights over next five years would be \$1,600,000.
- Need \$320,000 per year for next 5 years to replace existing lights.
- Street light fee only generates \$125,000 per year for light replacement.
- Deficit funding needed = \$195,000 per year or \$1.54 per user per month increase.

5-Year Capital and Building Plan

Staff re-prioritized projects, vehicles, and equipment and pushed some items to future years to fund the FY2027 budget request.

Property Tax %

For every 1% increase in property tax, it would generate approximately \$50,000 in new revenue. The average home value last year was \$576,000 which generated \$627.00 in property taxes to the city. A 1% increase on this home would increase the taxes by \$6.27 per year.

Mr. Marshall reviewed his staff memo.

Councilmember Pollard expressed concern about the deferred police station maintenance, citing reports from staff regarding the building's condition. He indicated his intent to visit the facility personally and encouraged other Council members to do the same before the next budget work session. The Mayor acknowledged the older portions of the building while noting that the EOC section was recently renovated. Council direction was given for all department heads to attend the upcoming work session prepared to identify their most critical deferred items.

Councilmember Cragun acknowledged the necessity of approving a tentative budget but renewed his concern that continued deferral of capital items compounds the City's financial challenges in future years. He noted that the deferred \$300,000, if added back in the following fiscal year, would push the capital improvement fund to nearly \$1,000,000, and that funding such an amount through property tax would require approximately a 20 percent increase — roughly \$6.27 per average user per \$50,000 funded. Mr. Cragun also requested that projected sales tax revenue estimates for the next two years be prepared for the Council to inform future decision-making. Mr. Marshall confirmed this could be provided.

Mr. Marshall also noted that the proposed \$44,000 budget line item for a new AI reporting tool in the police department would be partially offset by \$11,000 in grant funding already secured.

COUNCILMEMBER WATSON MADE A MOTION TO ACCEPT TENTATIVE FISCAL YEAR (FY) 2026-2027 BUDGET AND SET PUBLIC HEARING FOR JUNE 9, 2026 TO CONSIDER ADOPTION OF FINAL BUDGET. COUNCILMEMBER BROWN SECONDED THE MOTION; ALL VOTED IN FAVOR.

8. Mayor/Council reports and announcements

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

9. Public comments

There were no additional public comments.

COUNCILMEMBER ROBERTSON MADE A MOTION TO ADJOURN. COUNCILMEMBER POLLARD SECONDED THE MOTION ALL VOTED IN FAVOR TO ADJOURN.

The meeting adjourned at 6:29 p.m.

Dave Maughan
Mayor

Cassie Z. Brown, MMC
City Recorder

Date approved: June 9, 2026