

Minutes of the Work Session meeting of the Syracuse City Council held on March 23, 2010, at 5:30 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Alan Clark (via electronic means)
Doug Hammond
D. Matthew Kimmel
Douglas Peterson
Larry D. Shingleton

Mayor Jamie Nagle
City Administrator Rodger Worthen
City Recorder Cassie Z. Brown

City Employees Present:

Fire Chief Craig Cottrell
Fire Captain Kyle Nance
Public Works Director Mike Waite
City Engineer Rich Hansen
GIS Technician Troy Moyes

The purpose of the Work Session was for the Governing Body to review the agenda for the Regular Council Meeting to begin at 6:15 p.m., discuss regular meeting agenda item five – Proposed Resolution R10-08 supporting, in principle, the establishment of the Syracuse City Citizens Corps Council for the general purpose of promoting community preparedness, discuss the work session agenda format, discuss a potential water line exchange between Syracuse City and Hooper Water Improvement District, and discuss Council Business.

Regular meeting agenda item five – Proposed Resolution R10-08

Fire Chief Cottrell explained that the proposed Resolution would support, in principle, the establishment of the Syracuse City Citizen Corps Council for the general purpose of promoting community preparedness. He stated there are a couple of community preparedness programs currently supported and ran by the City; Captain Nance was assigned to oversee various prevention programs and Community Emergency Response Team (CERT) falls under that category. He explained that Captain Nance held a meeting to try to get CERT organized in the City and of the hundreds of citizens that have been CERT trained, only 12 showed up for the meeting. He stated that the goal of the meeting was to get organized, but the City also wanted to find two good leaders to take control of the citizen side of CERT so that the Fire Department would not need to continually support them. He explained that Robyn Chase, a citizen that has been involved in CERT for three years, attended the meeting and expressed interest in becoming more involved. He explained that she is fabulous and she is now the County Citizen Corps Chairman and co-coordinator of the City's CERT program. He stated that he is willing to continue to oversee the CERT program and Police Chief Wallace is happy to continue to oversee the neighborhood watch program, but in order for those programs to grow and be recognized by the county, state, and nation it is necessary to implement a Citizen Corps Council. He stated the group would oversee many programs that he has not been willing to take on because his Department does not have the manpower. He explained that the creation of the Citizen Corps Council will allow for the creation of many more community and emergency preparedness programs in the City.

Mayor Nagle inquired as to the financial implication of creating a Citizen Corps Council. Chief Cottrell explained that the City currently budgets \$3,000 annually for the CERT program. Mayor Nagle asked if the creation of the Citizen Corps Council would require the City to increase funding for various programs. Chief Cottrell stated that no additional funding would be necessary; the creation of a Citizen Corps Council provides the opportunity for the group and the programs they oversee to be funded by the county and state. He stated that type of funding is not offered to cities that have not adopted the type of resolution being proposed this evening.

Councilmember Shingleton asked if there is a deadline for adopting the resolution in order for the Citizen Corps to be eligible for different funding sources. Ms. Chase explained that the Citizen Corps Council must be created by April 7 in order to receive federal recognition to apply for various grant opportunities.

Councilmember Kimmel asked what type of obligation the City will assume by adopting this resolution. Chief Cottrell explained that the City will have no more obligation than it currently carries. He stated that the resolution will simply facilitate the coordination of various preparedness groups so that the citizens of the community can be better taken care of. Councilmember Kimmel stated that the citizens of the community are already being provided for. Chief Cottrell stated that the City currently only operates two preparedness programs: CERT and neighborhood watch. He stated there are several other programs that can be put in place, but the City does not have the resources to do that. He stated that creation of the Citizen Corps would provide funding opportunities for the creation of some of those additional programs. Councilmember Kimmel asked if the City is required to create a Citizen Corps Council. Chief Cottrell explained that Syracuse City is one of only two cities in Davis County that have not already adopted such a resolution.

Councilmember Clark asked if each City must adopt their own resolution in order to recognize the boundaries of each City or if there are any opportunities to pool resources with other cities or possibly the county to implement new programs. Chief Cottrell explained that each city is expected to operate their own CERT program and cities are not allowed to create Citizen Corps Councils that cross city lines. Ms. Chase added that in the planning for disasters or emergencies the Citizen Corps would allow for involvement of businesses and schools in the planning process. Chief Cottrell explained that emergency preparedness is a very tangled web; there is often involvement from counties, states and federal government. He stated the purpose of creating a Citizen Corps is to get the citizens involved, with minor oversight from the City, in the planning process. Councilmember Kimmel stated that he thinks that part of the plan is great and that he would welcome volunteerism and citizen involvement. He added, however, that he did not think that adoption of the proposed resolution would change anything other than making the City or the Citizen Corps eligible for grants. Chief Cottrell explained the intent of the resolution is to organize all community preparedness programs under one umbrella.

Mayor Nagle stated that one of the things that was evident following Hurricane Katrina was that there were so few people that knew how to respond to an emergency and everyone became paralyzed. She stated that she loves the idea of training the citizens to know how to respond. Chief Cottrell agreed and added that adoption of this resolution does not require the City to create a committee, but if the citizens are not given the opportunity to organize and become involved in community preparedness programs the Council will be doing a big disservice to the City. He added that creation of the Citizen Corps opens the door for more businesses and other organizations to get involved.

Work session agenda format

Mayor Nagle explained that there was a lot of discussion at the recent City retreat about the desire to accomplish more during the Council's work session meetings. She stated that she would welcome suggestions from the Council regarding ways to accomplish that goal.

Councilmember Shingleton stated that work session meetings are not long enough to provide the Council with enough time to get things done. Mayor Nagle asked Councilmember Shingleton for a suggestion to resolve that issue. Councilmember Shingleton stated that he would like to hold just one regular meeting each month, likely on the second Tuesday of the month. He stated there could still be a work session prior to that meeting, but on the fourth Tuesday of the month there would only be a work session meeting and that meeting could be as long as needed. Councilmember Peterson stated that he likes that idea. He stated that currently there is a lot of time in regular council meetings taken by formalities, such as reports from Councilmembers, Mayor, and staff. He stated a lot of time that is being wasted that could be put to good use to get things done. City Administrator Worthen explained that the reason for having two regular meetings each month was because the City was dealing with so many development applications. He stated he did not think that kind of growth would ever resume again and there may not be a need to have two regular meetings each month.

Mayor Nagle stated that one of the issues that she sees is that there are a lot of items on the Planning Commission and Council agendas that could possibly be handled administratively. She stated that the Planning Commission is considering changes to the land use code to alter the approval process for some of those items, which may decrease the number of agenda items added to regular Council meeting agenda. She stated that it may be a good idea to wait to alter the meeting schedule until after those changes are finalized. Councilmember Clark stated that the meeting schedule could be altered now and if necessary the Council could hold special meetings to deal with quick development approval issues. Mayor Nagle stated that is one option; another option would be to hold an additional work session following the regular meeting held on the fourth Tuesday of the month.

Councilmember Clark stated that Council and Mayor reports could be removed from the regular meeting agendas. Mayor Nagle stated she would be comfortable with that change. She explained that Councilmember Hammond assumed responsibility for the citizen involvement group created during the City retreat and that group met and resolved to work on getting the newsletter back in print rather than an electronic format. She stated that the newsletter could include a quick report from each Councilmember for the benefit of all the citizens rather than the handful of citizens that attend Council meetings. Councilmember Shingleton stated that it is sometimes necessary to report issues simply for the benefit of the rest of the Governing Body. City Recorder Brown stated that those reports could take place during the extended work session meetings. She added that she felt it necessary to clearly define what items will be discussed during a work session meeting and assign a length of time to each agenda item. Councilmember Shingleton stated he is comfortable with that as long as the length of time assigned to each item is sufficient.

Councilmember Kimmel explained that his concern with altering the meeting schedule is that the public access to elected officials will be limited. Councilmember Clark stated that the public's access to elected officials is never limited; they can contact an elected official at any time via phone, email, or in person. Mayor Nagle agreed and added that she receives phone calls from residents at all hours of the day and night.

Councilmember Hammond asked if it would be advantageous to hold work session meetings in the Council chambers in order for the meetings to be more inviting to the public. Councilmember Shingleton stated that the problem with that is that the Councilmembers are so spread out and it is easy to feel disconnected from the members sitting at the other end

of the bench.

Councilmember Peterson stated that if the Council is going to make changes to the meeting schedule he would prefer to make all changes at one time to lessen the confusion for residents.

Councilmember Clark asked what types of planning items could be coming before the Council in the near future. Mr. Worthen stated that the Council gives site plan, sketch plan, final plan, and plat amendment approval for developments. Councilmember Clark asked if there is any reason that any one of those approvals could not be given during a special meeting, to which Mr. Worthen answered no.

Mayor Nagle stated that before making any changes she would like to publish an article in the newsletter asking for citizen input about the potential meeting schedule change. She stated that would help the citizens feel like the Council is listening to their voice. Councilmember Clark added that it would also help the residents understand the purpose of the proposed change; the Council will be meeting in extended work sessions to get more work accomplished. Councilmember Peterson stated he would also like to express that residents are welcome to attend work session meetings. Mayor Nagle asked if the entire Council is comfortable with the proposal, to which all Councilmembers answered yes. Mayor Nagle then stated that the current meeting schedule will be followed for at least one more month in order to see if any citizens provide their input regarding the proposed change. She then explained that she left the claim statement and the calendar off the agenda due to some of the comments made during the City retreat. She stated that both documents will still be emailed out to the entire Council for their review. She stated that the Council has not been approving the claim statement for some time; rather they are just given time during each work session to review it. She stated that she would encourage each elected official to try to have a 30,000 foot view of the operations of the City. She stated that the Council approves the annual budget and the Department Heads should be allowed to carry out that budget unless there is some evidence of mismanagement. Councilmember Hammond asked if the claim statements have been included in the minutes of past meetings. Ms. Brown explained that claim statements were kept as part of the documentation of the meetings, but they were not included in the minutes. She added that they are a public record and any citizen can request a copy of any claim statement at any time.

Council business.

Mayor Nagle then stated that Lurlen Knight is present to provide a brief report regarding the recent operations of the North Davis Sewer District (NDS). Mr. Knight approached the Council and explained that he will attend the April 27 City Council and provide a more detailed report. He stated that the NDS is considering implementing flow monitoring whereby they will be able to measure flow and determine who is putting water into the sewer lines. He added that bio-solids are now available at no cost and they are going fast. He stated that any resident can visit the sewer plant and have their truck or trailer loaded by NDS staff. He stated he would not recommend the use of bio-solids in garden areas, but they are great for helping grass to grow. He then reported that the NDS recently participated in a selenium study and there was some concern that the NDS may experience increased costs for the removal of selenium, but because of the District's participation in the study they were able to secure a zero interest loan to have selenium removed. He then reported that the NDS had mapped out their lines on a GIS system; Syracuse City and Sunset City are the only cities that do not have their sewer lines input in a GIS system. Councilmember Kimmel stated that he is aware that Public Works Director Waite is working on that. Mr. Worthen added that GIS Technician Moyes has been involved in that as well. Mr. Knight then explained that some big businesses located within the NDS boundaries have gone out of business and the NDS was nervous that would impact their bottom line. He stated the District was able to make some financial changes and they did not take too big of a loss. He reiterated that his report during the April 27 meeting will be more detailed.

Mayor Nagle asked how the NDS will be impacted by the recent legislation regarding appointments to boards of taxing entities. Mr. Knight stated he has not reviewed the legislation, but he will review it before his next report so that he can better answer questions. He then stated he had one additional item to report. He explained that the NDS has been replacing various sewer lines and soon they will replace the sewer line that services the City's public works building. He stated the bid opening for that project is scheduled for April 6. He stated that the project is small, but it will provide a great benefit to the City at no cost to the City.

Councilmember Hammond asked Mr. Knight for information about the tax increase that was discussed by the District last year. Mr. Knight stated that so far this year the finances of the NDS are stable. He stated the District keeps a graph tracking their financial situation, which is very helpful in managing a budget. He stated there have been some building increases in cities that are seeing more condominium and town home developments and that has kept impact fee revenues fairly stable. He stated that if the current pattern continues the NDS should not need to consider a tax increase at the end of the year.

The meeting adjourned at 6:17 p.m.

City Council Work Session
March 23, 2010

Jamie Nagle
Mayor

Cassie Z. Brown, CMC
City Recorder

Date approved: April 13, 2010