



## CITY COUNCIL AGENDA SUMMARY FORM

<b>MEETING DATE:</b>	September 17, 2025
<b>AGENDA ITEM:</b>	ORDINANCE NO. 25-09: AN ORDINANCE OF THE CITY OF TAYLORSVILLE AMENDING TAYLORSVILLE MUNICIPAL CODE CHAPTER 2.24: COMMITTEES
<b>PUBLIC HEARING REQUIRED:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>ORDINANCE REQUIRED:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>RESOLUTION REQUIRED:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>PRESENTER:</b>	Jay Ziolkowski
<b>SUMMARY:</b>	The City desires to amend Taylorsville Municipal Code Chapter 2.24: Committees to update general clean-up language and remove subsets with regard to specific, identified committees. This ordinance formally approves and implements those changes.
<b>REVIEW BY ATTORNEY'S OFFICE:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>ATTACHMENTS:</b>	Exhibit "A": Taylorsville Municipal Code Chapter 2.24: Committees

**TAYLORSVILLE, UTAH**  
**ORDINANCE NO. 25-09**

**AN ORDINANCE OF THE CITY OF TAYLORSVILLE AMENDING TAYLORSVILLE  
MUNICIPAL CODE CHAPTER 2.24: COMMITTEES.**

**WHEREAS**, the Taylorsville City Council (the “Council”) met during its regularly scheduled meeting on September 17, 2025, to consider, among other things, amending the Taylorsville Municipal Code Chapter 2.24: Committees; and

**WHEREAS**, the City desires to update its municipal code regarding committees to allow for more flexibility and specificity depending on City needs; and

**WHEREAS**, the proposed amendments are intended to recognize the need for either joint, legislative, or executive committees without referencing any specific committee in particular and that some committees form or dissolve based on their nature or needs within the community; and

**WHEREAS**, the proposed amendments also contemplate keeping functioning committees as executive committees, with their respective council representative while allowing for the formation and dissolution of select committees on an as-needed basis; and

**WHEREAS**, after careful consideration, the Council has determined that it would be in the best interest of the health, safety, and welfare of the City’s citizens to amend the Taylorsville Municipal Code as proposed.

**NOW, THEREFORE, BE IT ORDAINED** by the Taylorsville City Council that Taylorsville Municipal Code Chapter 2.24: Committees is hereby rescinded in its entirety, and the proposed, updated Taylorsville Municipal Code Chapter 2.24: Committees, attached hereto as Exhibit “A” and incorporated herein by this reference, is hereby approved in its entirety.

This ordinance, assigned Ordinance No. 25-09, shall take effect as soon as it shall be published or posted as required by law, deposited, and recorded in the office of the City Recorder, and accepted as required herein.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**TAYLORSVILLE CITY COUNCIL**

By: \_\_\_\_\_  
Council Chair

**VOTING:**

Meredith Harker	Yea <input type="checkbox"/> Nay <input type="checkbox"/>
Ernest Burgess	Yea <input type="checkbox"/> Nay <input type="checkbox"/>
Bob Knudsen	Yea <input type="checkbox"/> Nay <input type="checkbox"/>
Curt Cochran	Yea <input type="checkbox"/> Nay <input type="checkbox"/>
Anna Barbieri	Yea <input type="checkbox"/> Nay <input type="checkbox"/>

**PRESENTED** to Mayor of Taylorsville for her approval this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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**Mayor Kristie S. Overson**

**ATTEST:**

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Jamie Brooks, Recorder

**DEPOSITED** in the Recorder's office this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**POSTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**EXHIBIT A – Taylorsville Municipal Code (COMMITTEES)**

SECTION:

**2.24.005: Purpose And Procedure**

**2.24.010: Formation And Function Of Joint Committees**

**2.24.020: Formation And Function Of Executive Committees**

**2.24.030: Formation And Function Of Legislative Committees**

**2.24.040: Parks And Recreation Committee**

**2.24.050: Public Safety Advisory Committee**

**2.24.060: Economic Development Committee**

**2.24.070: Budget Committee**

**2.24.080: Ordinance Review Committee**

**2.24.090: Historic Preservation Committee**

**2.24.100: Cemetery Advisory Committee (Rep. by Ord. 18-04, 2-7-2018)**

**2.24.110: Green Committee**

**2.24.120: Healthy Taylorsville Committee**

**2.24.130: Cultural Diversity Committee**

**2.24.005: PURPOSE AND PROCEDURE:**

A. Intent And Purpose: It is the intent and purpose of this chapter to encourage citizen involvement and obtain citizen advice and input. Citizens are encouraged to share their opinions and expertise by joining any of the committees. Any committee Chairman may invite interested individuals to share their experience and advice with the committee. Any and all committees established pursuant to this chapter have no authority to bind the City or impose any conditions on the City or its citizens and are not vested with the authority to make decisions regarding the public's business.

B. Rules Of Procedure: The committees shall operate in accordance with "Robert's Rules of Order" unless the committee develops rules of procedure that are approved by the committee advisor.

C. City Staff Support: The Mayor shall provide the committee with such administrative staff support and materials, as he deems necessary to assist in carrying out the duties and responsibilities of each committee.

D. Limit Of Membership: Membership, subject to the appointment process set forth herein, on the committee shall be limited to the City residents or qualified individuals who have demonstrated an interest in promoting the welfare of the City. An appointment to a committee shall expire if a member misses more than three (3) meetings without reason. If a member's term expires, that member may reapply at a future date; however, the opening on the committee may or may not still be available.

E. Meetings: The committees shall set their own meeting schedule. Committee meetings shall be open to the public. (Ord. 13-33, 12-4-2013)

**2.24.010: FORMATION AND FUNCTION OF JOINT COMMITTEES:**

A. In addition to the committees or councils created by this chapter, the City Council and the Mayor may form joint committees by joint resolution. Said resolution shall state that the committee is a joint committee being formed pursuant to this chapter, the name of the committee, the duties and responsibilities of the committee, whether the committee is an ongoing or special purpose committee and if a special purpose committee its duration.

B. The applicant is required to fill out a volunteer application form. The committee Chair and Council advisor to the committee will review the application and interview the applicant. If the committee Chair and Council advisor find the appointment in the best interest of the City, then the Council advisor will recommend the applicant to the City Council for appointment to the committee. Some committees have membership capacity limits as outlined in the specific section for the committees in this Code. If an applicant's committee of choice is full, that applicant will be asked to consider appointment to a different committee and/or asked if the applicant would like to keep their application on file in the case that a spot opens on the committee of choice.

C. A Chairman and Vice Chairman shall be appointed and removed by the Mayor or the Chairman of the City Council, with the advice and consent of the City Council. The Chairman and Vice Chairman shall serve a one year term. If at the end of the one year term, beginning March 1 and ending on the last day of February the following year, the committee members vote to continue with the same Chairman and Vice Chairman, those individuals may be reappointed by the Mayor, with the advice and consent of the City Council.

D. Members of joint committees who are appointed by the Mayor may be removed by the Mayor at any time without cause. Members of joint committees appointed by the City Council may be removed by the City Council at any time without cause. In the case of removals or vacancies for other causes, such vacancy shall be filled by the appointment process previously set forth herein.

E. Joint committees shall have appointed thereto a City Council member to serve as an advisor. Appointment and removal of such advisor shall be made by the Chairman of the City Council. (Ord. 13-33, 12-4-2013)

#### **2.24.020: FORMATION AND FUNCTION OF EXECUTIVE COMMITTEES:**

A. In addition to the committees created by this chapter, the Mayor may establish executive committees by executive order to assist and provide counsel. Appointment to such executive committees shall be made by the Mayor with advice and consent of the City Council. Executive committees shall report to, coordinate with, or have City liaison through the Mayor or his designee who shall also serve as the advisor to the committee.

B. A Chairman and Vice Chairman shall be appointed and removed by the Mayor or the Chairman of the City Council, with the advice and consent of the City Council. The Chairman and Vice Chairman shall serve a one year term. If at the end of the one year term, beginning March 1 and ending on the last day of February the following year, the committee members vote to continue with the same Chairman and Vice Chairman, those individuals may be reappointed by the Mayor, with the advice and consent of the City Council.

C. Members of executive committees may be removed by the Mayor at any time without cause. (Ord. 13-33, 12-4-2013)

#### **2.24.030: FORMATION AND FUNCTION OF LEGISLATIVE COMMITTEES:**

A. In addition to the committees created by this chapter, the City Council may establish legislative committees by resolution to assist, provide counsel and investigate the conduct of any officer, department, or agency of the City or any matter relating to the welfare of the City. Appointment to such legislative committees shall be made by the Chairman of the City Council with advice and consent of the City Council. Legislative committees shall report to, and coordinate with the City Council or its designee, and shall have such power of inquiry as the Council deems necessary.

B. A Chairman and Vice Chairman shall be appointed and removed by the Mayor or the Chairman of the City Council, with the advice and consent of the City Council. The Chairman and Vice Chairman shall serve a one year term. If at the end of the one year term, beginning March 1 and ending on the last day of February the following year, the committee members vote to continue with the same Chairman and Vice Chairman, those names can be recommended and submitted to the City Council and appointed with the advice and consent of the City Council.

C. Members of legislative committees may be removed at any time by the City Council without cause. In the case of removals, or vacancies for other causes, such vacancy shall be filled by the appointment process previously set forth herein.

D. Legislative committees shall have appointed thereto a City Council member to serve as an advisor. Appointment and removal of such advisor shall be made by the Chairman of the City Council. (Ord. 13-33, 12-4-2013)

#### **2.24.040: PARKS AND RECREATION COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Parks and Recreation Committee.

B. Members: The Parks and Recreation Committee has no limit on the number of members, and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Duties And Responsibilities: The Parks and Recreation Committee shall study and provide objective, current, and relevant information about the quantity and quality of existing or potential leisure and recreation opportunities to the Council and the Mayor, and as directed by the Mayor or Council:

1. Assist the Council and the Mayor in improving the quantity and quality of the leisure and recreation experience for residents and visitors to the City.

2. Assist the Council and the Mayor in providing an optimum range, mix, and location of leisure and recreation opportunities for all people.

3. Promote preserving or developing appropriate recreation resources to serve their highest and best use.

4. Assist in relating recreation plans to other types of planning and the General Plan.

5. Promote public understanding of and support for more effective recreation planning at all levels of government.

6. Conduct research and evaluate the effectiveness of existing facilities.

7. Encourage public and private cooperation to provide diversified leisure and recreation opportunities in the City.

8. Review and report to the Council and the Mayor the status of existing and proposed park and recreation facilities encouraging innovation in planning, design, funding, and maintenance support.

9. Perform such other duties and functions as are consistent with the promotion of leisure and recreational activities and facilities in the City as directed by the Council and the Mayor. (Ord. 18-05, 2-7-2018)

#### **2.24.050: PUBLIC SAFETY ADVISORY COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Public Safety Advisory Committee.

B. Members: The Public Safety Committee has no limit on the number of members, and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Duties And Responsibilities: The committee's duties shall be to advise, evaluate and recommend to the Council and the Mayor all phases of safety in the City regarding the following areas of concern, as well as other areas of concern hereafter identified by the Mayor, the Council, or the committee:

1. Federal, State, County and City roads, signals, and signs;

2. Sidewalks;
3. Law enforcement;
4. Fire and paramedics;
5. Citizen involvement in Neighborhood Watch, Mobile Watch, and similar programs;
6. Crime prevention;
7. Court systems;
8. Graffiti and gangs;
9. Emergency management and preparation, including incorporation of Salt Lake County's CERT plan;
10. Coordination of other public safety agencies in the City, including (without limitation) Salt Lake Community College, the Utah Department of Transportation, and the police academy;
11. Public and private schools and churches;
12. Storage, usage and disposal of hazardous materials;
13. Safe business practices in the City;
14. Traffic;
15. Snow removal on sidewalks; and
16. Street lighting. (Ord. 13-33, 12-4-2013)

**2.24.060: ECONOMIC DEVELOPMENT COMMITTEE<sup>1</sup>:**

- A. Creation: There is hereby created an ongoing joint committee known as the Economic Development Committee.
- B. Members: The Economic Development Committee shall consist of not more than five (5) members, appointed and governed consistent with section 2.24.010 of this chapter.
- C. Duties And Responsibilities: The Economic Development Committee shall advise and recommend economic development strategies and policies to promote the development needs of the City in connection with its economic development plan and as directed by the Mayor or Council:
  1. Assist the Council and the Mayor in the establishment, revision, and promotion of an economic development plan for the City.
  2. Review and comment on the proposed economic development budget for planned economic development activities throughout the year.
  3. Publicize and disseminate news and information regarding economic development activities within the City.
  4. Hold publicized meetings in which economic development within the City is discussed.
  5. Assist with business attraction and development by identifying advantages of locating within the City, and by identifying those target businesses with the greatest potential for locating within the City.
  6. Conduct business retention activities to help expand and retain existing City businesses.
  7. Assist in making presentations to the Council and other agencies concerning economic development in the City.

8. Represent Economic Development Committee to civic and governmental organizations whose purpose is to foster economic development.

9. Recommend projects, legislation, policies, funding allocations, incentives and other measures, programs, and activities for economic development and redevelopment of the City.

10. Initiate, sponsor, and promote involvement, activities, and contributions by the private sector for the economic development of the City.

11. Perform such other duties and functions as are consistent with this chapter and which are designed to promote economic development in the City. (Ord. 13-33, 12-4-2013)

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Notes

<sup>1</sup> 1. See also section 2.20.065 of this title.

**2.24.070: BUDGET COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Budget Committee.

B. Members: The Budget Committee shall consist of not more than twelve (12) members, appointed and governed consistent with section 2.24.010 of this chapter.

C. Mission Statement: The Taylorsville Budget Committee reviews the financial statements of the City of Taylorsville and reviews the proposed City of Taylorsville budgets each year as prepared by the administration and presented to the City Council. We seek to verify that sound financial procedures are followed in the financial statements and the budgets.

D. Duties And Responsibilities: The Budget Committee shall:

1. Study and become familiar with the State mandated format for annual municipal budgets.
2. Gather appropriate information from the Mayor, department heads, the Council, and other staff, to evaluate and estimate revenues and expenditures.
3. Assist in drafting a budget and a budget message which reflects the needs of the City, the directives of the Council, and all necessary elements required by law, and which is understandable to the public.
4. Review actual revenues and expenditures as compared to budgeted amounts, evaluating variances and reasons for variances.
5. Review quarterly and annual audit reports, recommend necessary midyear modifications, and use actual revenues and expenditure information for beginning basis of budget for the upcoming fiscal year. (Ord. 13-33, 12-4-2013)

**2.24.080: ORDINANCE REVIEW COMMITTEE:**

A. Creation: There is hereby created an ongoing legislative committee known as the Ordinance Review Committee.

B. Members: The Ordinance Review Committee shall consist of not more than seven (7) members, appointed and governed consistent with section 2.24.030 of this chapter.

C. Mission Statement: With resident input the Ordinance Review Committee assists the City Council in the evaluation and prioritization of existing and needed ordinances for our City.

D. Duties And Responsibilities: The Ordinance Review Committee shall:

1. Assist in determining the ordinances needed by the City.

2. Prioritize the ordinances to be considered.
3. Evaluate ordinances used by other government entities, the Utah League of Cities and Towns, etc.
4. Consider citizen input regarding City ordinances.
5. Assist in drafting proposed ordinances.
6. Present ordinances to the City Council for consideration. (Ord. 13-33, 12-4-2013)

**2.24.090: HISTORIC PRESERVATION COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Historic Preservation Committee.

B. Members: The Historic Preservation Committee has no limit on the number of members, and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Duties And Responsibilities: The Historic Preservation Committee shall consist of members with a demonstrated interest, competence, or knowledge in historic preservation. To the extent available in the community, two (2) committee members shall be professionals, as defined by the National Park Service regulations, from the disciplines of history, archaeology, planning, architecture or architectural history. The Historic Preservation Committee shall perform those duties as set forth in subsection 13.18.020B2 of this Code. (Ord. 13-33, 12-4-2013)

**2.24.100: CEMETERY ADVISORY COMMITTEE:**

(Rep. by Ord. 18-04, 2-7-2018)

**2.24.110: GREEN COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Green Committee.

B. Members: The Green Committee has no limit on the number of members, and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Duties And Responsibilities: The Green Committee shall advise and recommend programs that assist the City and its residents to experience the benefits of sustainable living as we conserve resources, reduce pollution, slow climate change, and ensure a healthy, sustainable future for City residents and as directed by the Mayor and Council:

1. Assist the Council and the Mayor in the establishment and promotion of recycling and waste reduction.
2. Assist the Council and the Mayor in the establishment and promotion of programs and/or strategies to slow climate change and improve air quality.
3. Assist the Council and the Mayor in the establishment and promotion of energy conservation and renewable energy.
4. Assist the Council and the Mayor in the establishment and promotion of improved water quality and conservation.
5. Assist the Council and the Mayor in the establishment and promotion of food production and nutrition. (Ord. 13-33, 12-4-2013)

**2.24.120: HEALTHY TAYLORSVILLE COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Healthy Taylorsville Committee.

B. Members: The Healthy Taylorsville Committee has no limit on the number of members, and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Mission Statement: To promote opportunities for all Taylorsville residents to make healthy choices on active living, healthy eating, and preventive medical care.

D. Duties And Responsibilities: The Healthy Taylorsville Committee will assist the Council and the Mayor to:

1. Identify local issues that affect the health and the quality of life;
2. Work with agencies such as the Salt Lake Valley Health Department and the Utah Department of Health in assisting the Council and Mayor with the implementation of proven programs to better our community and the lives of our citizens;
3. Assist the Council and the Mayor in the establishment and promotion of programs and/or strategies to promote good health;
4. Assist the Council and the Mayor in the establishment and promotion of preventive medical care. (Ord. 13-33, 12-4-2013)

**2.24.130: CULTURAL DIVERSITY COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the Cultural Diversity Committee. This committee is for all who are interested in cultural integration and community inclusion.

B. Members: The Cultural Diversity Committee shall consist of not more than fifteen (15) members, appointed and governed consistent with section 2.24.010 of this chapter. The committee officers (Chair, Vice Chair, Treasurer, Secretary, and any future officers deemed necessary) shall be residents of the City or Taylorsville business owners or their designated representatives. All other non-member committee volunteers may include both residents and non-residents.

C. Mission Statement: With resident input, the Cultural Diversity Committee assists and provides counsel to the City Council and the Mayor regarding diverse citizen involvement in local government.

D. Bylaws: The Cultural Diversity Committee shall have the authority to create its own governing bylaws, and to amend those bylaws from time to time as needed.

E. Duties And Responsibilities: The Cultural Diversity Committee shall study and provide objective, current, and relevant information leading to the creation of multi-cultural events, activities, and celebration opportunities to the City Council, the Mayor, and staff as requested, in an effort to increase multi-cultural awareness within and outside of the City. Other committee duties and responsibilities shall include the following:

1. Assist the City Council and the Mayor in improving the quantity and quality of cultural experiences and opportunities for residents and visitors to the City;
2. Assist the City Council and the Mayor in providing an optimum range, mix, and location of multi-cultural opportunities for all people;
3. Promote preserving or developing appropriate City and community resources to serve their highest and best use;
4. Communicate recreational and multi-cultural plans to other City committees, thus maximizing City resources, efficiency, and building an environment where committees can work together to plan and sponsor events;
5. Promote public understanding of and support for cultural diversity at all levels of government;
6. Encourage public and private cooperation to provide cultural diversity opportunities in the City;
7. Work with and solicit involvement from ethnic businesses and other cultural groups;

8. Review and report to the City Council and the Mayor the status of existing and proposed cultural events that the committee considers would benefit both the City and various cultural organizations;
9. Perform any other duties and functions as are consistent with the promotion of cultural diversity activities in the City as directed by the City Council and the Mayor;
10. Publicize and disseminate news and information regarding cultural diversity activities within the City. Work with the City's communication staff members to promote events and activities in all news and social media;
11. Hold publicized meetings in which cultural diversity within the City is discussed;
12. Initiate, sponsor, and promote involvement, activities, and contributions by the private sector for the expansion and awareness of cultural diversity within the City;
13. Submit an annual budget request to the City Council and review actual revenues and expenditures as compared to budgeted amounts, evaluating variances and reasons for variances, and submit a quarterly report to the City Council and the Mayor;
14. Work with agencies and organizations within and outside of the City to assist the City Council and the Mayor with the implementation of cultural events and programs to improve the community and the lives of the City's citizens;
15. Conduct educational events for ethnic groups with the purpose of sharing different cultural beliefs, traditions, and customs of citizens of the City;
16. Conduct educational events for ethnic and other groups to learn about City, County and State government; and
17. Provide a voice for the ethnic and other communities to communicate issues that are important for each group to City, County and State officials. (Ord. 18-24, 8-1-2018)

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