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**City of Taylorsville**  
**CITY COUNCIL MEETING**  
*Minutes*

**Wednesday, December 10, 2014**  
**Council Chambers**  
**2600 West Taylorsville Blvd., Room No. 140**  
**Taylorsville, Utah 84129**

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**BRIEFING SESSION**

**Attendance:**

Mayor Larry Johnson

**Council Members:**

Vice-Chairman Ernest Burgess  
Council Member Daniel Armstrong  
Council Member Dama Barbour  
Council Member Brad Christopherson

**City Staff:**

John Taylor City Administrator  
Tracy Cowdell, City Attorney  
Cheryl Peacock Cottle, City Recorder  
Scott Harrington, Chief Financial Officer  
Mark McGrath, Community Development Director  
Kristy Heineman, Council Coordinator  
Tiffany Janzen, Public Information Officer  
Stephanie Nate, Assistant City Attorney

**Excused:** Council Chair Kristie Overson, Economic Development Director Wayne Harper

**BRIEFING SESSION**

**1. Review Administrative Report**

6:06:05 PM Vice-Chairman Ernest Burgess conducted the Briefing Session, which convened at 6:04 p.m. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present except Chair Kristie Overson who was excused. Vice-Chair Burgess called for questions on the Administrative Report for Community Development and there were none. Community Development Director Mark McGrath reported that a meeting was held last night with the 4700 South Steering Committee. Mr. McGrath relayed that the meeting went very well and enthusiastic support of the project was received.

1 6:08:06 PM Council Member Dama Barbour noted that a lot of good things are happening in the  
2 City. She thanked all those involved.

3  
4 **2. Review Agenda**

5  
6 6:09:16 PM The agenda for the City Council Meeting was reviewed. It was noted that Council  
7 Member Brad Christopherson will present the resolution under Agenda Item 7.1 during the  
8 regular meeting, as Wayne Harper is excused.

9  
10 6:11:41 PM Vice-Chair Burgess invited all of the Council Members to attend the Employee  
11 Christmas Luncheon on Wednesday, December 17, 2014 from 11:30 a.m. to 1:00 p.m. in the  
12 City Council Chambers.

13  
14 **3. Adjourn**

15  
16 6:12:04 PM Vice-Chair Burgess declared the Briefing Session adjourned at 6:12 p.m.  
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18  
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20  
21 **REGULAR MEETING**

22  
23 **Attendance:**

24 Mayor Larry Johnson

25  
26  
27 **Council Members:**

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29  
30 Vice-Chairman Ernest Burgess  
31 Council Member Daniel Armstrong  
32 Council Member Dama Barbour  
33 Council Member Brad Christopherson

27 **City Staff:**

28 John Taylor, City Administrator  
29 Tracy Cowdell, City Attorney  
30 Tracy Wyant, UPD Precinct Chief  
31 Tiffany Janzen, Public Information Officer  
32 Cheryl Peacock Cottle, City Recorder  
33 Scott Harrington, Chief Financial Officer  
34 Jay Ziolkowski, UFA Battalion Chief  
35 Kristy Heineman, Council Coordinator  
36 Stephanie Nate, Assistant City Attorney

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39  
40 **Excused:** Council Chair Kristie Overson, Community Development Director Mark McGrath,  
41 Economic Development Director Wayne Harper

1 **Citizens:** Gordon and Jackie Willardson, Royce Larsen, Jene Mortensen, Ruth Jacobson,  
2 Walker Christopherson

3  
4 **1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS**

5  
6 6:29:54 PM Vice-Chairman Ernest Burgess called the meeting to order at 6:30 p.m. and  
7 welcomed those in attendance. City Recorder Cheryl Peacock Cottle conducted a Roll Call,  
8 wherein all Council Members were present except Council Chair Kristie Overson who was  
9 excused.

10  
11 **1.1 Opening Ceremonies – Pledge of Allegiance**  
12 **– Council Member Armstrong**

13  
14 6:30:29 PM Council Member Dan Armstrong directed the Pledge of Allegiance.

15  
16 **1.2 Reverence – Council Member Armstrong (Opening Ceremonies**  
17 **For January 7, 2015 to be arranged by Council Member Barbour)**

18  
19 6:31:11 PM Council Member Dan Armstrong offered the Reverence.

20  
21 **1.3 Mayor's Report**

22  
23 There was no Mayor's Report.

24  
25 **1.4 Citizen Comments**

26  
27 Vice-Chairman Ernest Burgess reviewed the Citizen Comment Procedures for the audience. He  
28 then called for any citizen comments.

29  
30 6:33:53 PM Ruth Jacobson cited a fundraiser conducted by her good friend, who is an Avon  
31 represented. Pursuant to the fundraiser, Ms. Jacobson presented a donation of 21 stuffed animals  
32 to the Unified Police Department and the Unified Fire Authority.

33  
34 There were no additional citizen comments, and Vice-Chair Burgess closed the citizen comment  
35 period.

36  
37 **2. APPOINTMENTS**

38  
39 There were no appointments.  
40  
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1     **3.     REPORTS**

2  
3             **3.1     Senior Center Report – *Jene Mortensen***

4  
5     6:35:04 PM Jene Mortensen, Interim Director of the Taylorsville Senior Center, reported on  
6     recent activities and upcoming events at the Senior Center. She discussed the building expansion  
7     and the *Grand Re-Opening/Anniversary Celebration* that took place

8  
9     6:36:29 PM Ms. Mortensen reviewed statistics on participants at the Senior Center, as follows:

- 10  
11         • Recreation Participants (Average): 364  
12         • Rides One Way (Average): 379  
13         • November Meal Participants: 225  
14         • November Meals Served: 1159  
15         • Total Volunteer Hours for 2014: 8,507

16  
17     Ms. Mortensen expressed appreciation for the Taylorsville volunteers that support the Senior  
18     Center. She described the national accreditation process for the Taylorsville Senior Center. She  
19     agreed to update the City as accreditation is received.

20  
21     6:38:58 PM Ms. Mortensen reported that the center experienced a huge turnout for the  
22     Thanksgiving Holiday Meal and expects a large number to also come out for the December  
23     Holiday Meal.

24  
25     6:40:11 PM Ms. Mortensen relayed that the Festival of Trees POW Tree that was donated to the  
26     City last year is currently on display in the great room of the Senior Center.

27  
28     6:40:23 PM Ms. Mortensen explained that Salt Lake County is trying to coordinate a program to  
29     provide “English as a Second Language Classes” to senior Sudanese refugees that live in the  
30     Taylorsville area. She cited challenges in providing transportation to refugees for afternoon and  
31     evening classes.

32  
33     6:40:40 PM Ms. Mortensen reported that a new manager, Pauline McBride, has been selected to  
34     oversee the Taylorsville Senior Center and will start work on February 16, 2015.

35  
36     6:42:04 PM Council Member Barbour stated her pleasure that the Senior Center is in  
37     Taylorsville and her excitement over the large number of participants.

38  
39     6:43:08 PM Vice-Chair Burgess questioned how many refugees are in need of transportation.  
40     Ms. Mortensen relayed that there were approximately 25 people interested in the afternoon  
41     program. She agreed to provide additional information as needed. She also confirmed that one

1 of the benefits of receiving accreditation is the ability to market the Taylorsville Senior Center as  
2 a nationally accredited facility. She noted that accreditation opens up more funding  
3 opportunities for the center.  
4

5 6:43:21 PM Mayor Johnson stated his enjoyment in spending time at the Senior Center. He said  
6 that if Ms. Mortensen will get with City Administrator John Taylor, he will make arrangements  
7 to assist with transportation of the Sudanese refugees.  
8

### 9 **3.2 UFA Quarterly Report – Battalion Chief Jay Ziolkowski**

10  
11 6:44:39 PM UFA Battalion Chief Jay Ziolkowski reported on fire services in Taylorsville for the  
12 previous quarter. He reviewed statistics and cited the high volume of calls for service.  
13

14 6:45:49 PM Chief Ziolkowski noted that once the new fire station being built in Taylorsville is  
15 complete, another heavy apparatus unit and ambulance will be available. He relayed that the  
16 land is now cleared for the new station and the official ground-breaking will take place next  
17 spring. He cited nostalgia being experienced among those associated with the old Station 117.  
18

19 6:47:07 PM Chief Ziolkowski reviewed data on third quarter fire calls and medical calls. He  
20 referenced the 12-month summary on call volume for both Stations 117 and 118.  
21

22 6:48:41 PM Chief Ziolkowski described various fire prevention activities that have taken place,  
23 i.e. occupancy inspections, plan reviews, fire protection system inspections, and administrative  
24 activities.  
25

26 6:49:37 PM Chief Ziolkowski discussed customer service provided at Stations 117 and 118, i.e.  
27 station tours, paramedic student ride-alongs, battalion training sessions, swift water training  
28 sessions, live fire training sessions, etc.  
29

30 6:50:50 PM Chief Ziolkowski relayed ways that holiday fires/accidents can be prevented. He  
31 cautioned that lighted candles must be attended at all times.  
32

33 6:51:55 PM Mayor Johnson asked about the percentage of medical calls compared to fire calls.  
34 Chief Ziolkowski confirmed that the percentage is trending upwards and is now at about 85%.  
35 He cited changes in health care reform that have had an effect. He predicted that the number of  
36 medical calls compared to fire will increase in future years.  
37

38 6:53:00 PM Council Member Dama Barbour inquired about statistics related to home occupancy  
39 inspections. The Chief clarified that some of those cited are for home business occupants.  
40

1 [6:54:00 PM](#) Vice-Chair Burgess thanked Chief Ziolkowski for his report and also expressed  
2 appreciation to fire fighters for their sacrifice and all they do for Taylorsville.

3  
4 **3.3 Public Information Officer's Report – *Tiffany Janzen***  
5

6 [6:57:12 PM](#) Public Information Officer Tiffany Janzen gave a report on communication efforts  
7 within the City of Taylorsville.

8  
9 [6:57:25 PM](#) Ms. Janzen stated the City's goal to inform the public of news, information, events,  
10 and programs available from City government and to promote and celebrate the successes of  
11 Taylorsville.

12  
13 Ms. Janzen listed and described the following channels of communication:

- 14 • Taylorsville City Journal (delivers to 18,000 residents monthly)
- 15 • City of Taylorsville Press Releases (12 press releases)
- 16 • City of Taylorsville Twitter (1,510 followers)
- 17 • City of Taylorsville Facebook (2,292 likes)
- 18 • City of Taylorsville Website

19  
20 [6:57:45 PM](#) Ms. Janzen discussed ways that the various methods of communication are able to  
21 reach residents and reviewed data regarding usage, demographics, etc.

22  
23 [7:01:20 PM](#) Vice-Chair Ernest Burgess commented on the large amount of information provided.

24  
25 [7:04:47 PM](#) Ms. Janzen called for any questions on her report. Council Member Dama Barbour  
26 commended Ms. Janzen for keeping the City's webpage up-to-date more completely than she has  
27 ever seen it.

28  
29 [7:05:37 PM](#) Vice-Chair Burgess expressed appreciation to Ms. Janzen for the support she renders  
30 to all events, departments, elected officials, etc.

31  
32 **4. CONSENT AGENDA**  
33

34 There were no items for the Consent Agenda

35  
36 **5. PLANNING MATTERS**  
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38 There were no Planning Matters.  
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1           **6.           FINANCIAL MATTERS**

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3           **6.1       First Quarter Budget Report – *Scott Harrington***

4  
5       7:06:58 PM Assistant City Administrator/Director of Finance Scott Harrington updated the  
6 Council on the status of the budget for the first quarter. He noted that monthly detail is always  
7 regularly provided to the Council and so this report is from the 30,000 foot level. He said that, as  
8 this is a general report, any more detailed questions may be directed to him.  
9

10       7:07:09 PM Mr. Harrington discussed 2014-2015 Budgeted Revenues and reviewed amounts for  
11 the General Fund (\$20,307,401), the CDBG Fund (\$439,971), the Cemetery Fund (\$44,000), the  
12 Economic Development Fund (\$3,652,500), the Parks Fund (\$295,000), the Infrastructure Fund  
13 (\$5,775,885), and the Storm Water Fund (\$3,609,000). He reviewed the City's major revenue  
14 sources and cited sales tax comparisons for 2013 and 2014.  
15

16       7:11:26 PM Mr. Harrington discussed City expenditures. He noted that total expenditures for the  
17 General Fund are running a little low at 20%, as of September 30, 2014. He relayed that most  
18 departmental budgets are under 25% spent. Council Member Dama Barbour inquired about  
19 underspent budgets and Mr. Harrington gave clarification that the total budget for each  
20 department is under 25% spent for the first quarter. He predicted that the difference will be  
21 picked up along the way, as expenditures occur at varying times of the year, and said expenses  
22 will likely be close to 100% by year-end. He cited expenditures at 45% in non-departmental due  
23 to insurance premiums that were due.  
24

25       7:12:58 PM Mr. Harrington relayed that benefits costs are running a little high and a small mid-  
26 year budget adjustment may be necessary. He cited issues that have affected benefits costs.  
27

28       7:13:09 PM Mr. Harrington reviewed expenditures for the CDBG Fund, the Cemetery Fund, the  
29 Economic Development Fund, Capital Property/Parks, Capital Projects/Infrastructure, and the  
30 Storm Water Fund.  
31

32       7:15:40 PM Council Member Dama Barbour inquired about the City's bidding process. City  
33 Administrator John Taylor described the bidding process and requirements dictated by state  
34 statute and city ordinance. Mr. Harrington relayed that capital improvement under \$100,000  
35 must have at least two bids and projects over \$100,000 must go out to bid; for other items  
36 purchased over \$20,000, the bid process must be followed. He said that Taylorsville measures  
37 closely to other cities with these standards.  
38

39       7:17:41 PM Mr. Taylor cited the procurement ordinance found in City Code. It was relayed by  
40 Council Member Christopherson that the procurement ordinance is found in Section 2.32  
41 (Financial Administration) of City Code.

1 7:19:13 PM Vice-Chair Ernest Burgess asked for clarification on the Storm Water Fund and  
2 charges that are assessed to citizens through their power bill. Mr. Harrington reviewed the  
3 history of the implementation of the Storm Water Fee and cited a significant cost savings seen  
4 through including the fee with Rocky Mountain Power's utility billing.  
5

6 7:21:08 PM Mr. Harrington agreed to put a copy of his report in the Dropbox folder for Council  
7 reference. Vice-Chair Burgess thanked him for the information provided in his report.  
8

9 **7.1 OTHER MATTERS**

10  
11 **7.1 Resolution No. 14-31 – A Resolution Naming the Road Running Through**  
12 **Labrum Park (Beginning at 6020 South and Approximately 1850 West)**  
13 **Labrum Park Lane – Council Member Brad Christopherson**  
14

15 7:22:32 PM Council Member Brad Christopherson relayed that, following a brief meeting, the  
16 previously appointed members of the Naming Committee have recommended that the road  
17 running through Labrum Park be named "Labrum Park Lane."  
18

19 7:23:13 PM Council Member Dan Armstrong **MOVED** to adopt Resolution No. 14-31 – Naming  
20 the Road Running Through Labrum Park (Beginning at 6020 South and Approximately 1850  
21 West) "Labrum Park Lane." Council Member Dama Barbour **SECONDED** the motion. Vice-  
22 Chairman Ernest Burgess called for discussion on the motion. There being none, he called for a  
23 roll-call vote. The vote was as follows: Armstrong-yes, Barbour-yes, Overson-excused,  
24 Burgess-yes, and Christopherson-yes. **All City Council members present voted in favor and**  
25 **the motion passed unanimously.**  
26

27 **8. NEW ITEMS FOR SUBSEQUENT CONSIDERATION (No Action)**  
28

29 There were no new items for subsequent consideration.  
30

31 **9. NOTICE OF FUTURE PUBLIC MEETINGS (NEXT MEETING)**

32 7:24:39 PM

- 33 **9.1 City Council Briefing Session – Wednesday, January 7, 2015 – 6:00 p.m.**  
34 **9.2 City Council Meeting – Wednesday, January 7, 2015 – 6:30 p.m.**  
35 **9.3 RDA Board Meeting – Wednesday, January 7, 2015 – 7:00 p.m.**  
36 **9.4 Planning Commission Meeting – Tuesday, January 13, 2015 – 7:00 p.m.**  
37 **9.5 City Council Briefing Session – Wednesday, January 21, 2015 – 6:00 p.m.**  
38 **9.6 City Council Meeting – Wednesday, January 21, 2015 – 6:30 p.m.**  
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1           **10.           CALENDAR OF UPCOMING EVENTS**

2           7:24:58 PM

3           **10.1   *Saturday with Santa: Saturday, December 13, 2014 – 2:00 – 4:00 p.m.***  
4           **Taylorsville Bennion Heritage Center located at 1488 West 4800 South**

5  
6           **10.2   *Taylorsville Food Pantry Holiday Food Drive: Food donations can be made at***  
7           **the following locations:**

8  
9           **A. Behind Taylorsville Senior Center located at 4775 South Plymouth View**  
10           **Drive:**

11           **Hours: Mondays – 1:00 – 3:00 p.m., Wednesdays: 4:00 – 6:00 p.m. and**  
12           **Saturdays: 10:00 a.m. to 12:00 Noon.**

13  
14           **B. Taylorsville City Hall: 2600 West Taylorsville Blvd.:**

15           **Hours: Monday – Friday: 8:00 a.m. – 5:00 p.m.**

16  
17           Council Member Ernest Burgess issued a reminder to Council Members and staff regarding the  
18           Employee Christmas Party to be held on December 17, 2014 from 11:30 a.m. to 1:00 p.m. in the  
19           City Council Chambers.

20  
21           **11.    CLOSED SESSION (*Conference Room 202*) - *For the Purpose(s) Described in U.C.A. 52-4-205***

22  
23           7:26:56 PM Council Member Brad Christopherson **MOVED** to convene a Closed Session to  
24           discuss the sale or purchase of real property and also the professional competence of an  
25           individual. Council Member Dan Armstrong **SECONDED** the motion. Vice-Chairman Ernest  
26           Burgess called for discussion on the motion. There being none, he called for a roll-call vote.  
27           The vote was as follows: Armstrong-yes, Barbour-yes, Overson-excused, and Christopherson,  
28           and Burgess-yes. **All members of the City Council present voted and the motion carried by**  
29           **a unanimous vote.**

30  
31           **CLOSED SESSION - Sale or Purchase of Real Property**

32  
33           Those in attendance at this Closed Session were: Mayor Larry Johnson, Council Members  
34           Barbour, Burgess, Christopherson, and Armstrong; City Attorney Tracy Cowdell; Assistant City  
35           Attorney Stephanie Nate; City Administrator John Taylor; Chief Financial Officer Scott  
36           Harrington; and City Recorder Cheryl Peacock Cottle.

37  
38           Minutes for the Closed Session were taken and are now on file as a Protected Record.

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41

1 **CLOSED SESSION - Professional Competency of an Individual**  
2

3 Those in attendance at this Closed Session were: Mayor Larry Johnson; City Administrator  
4 John Taylor; Council Members Barbour, Burgess, Armstrong, and Christopherson; Chief  
5 Financial Officer Scott Harrington; City Attorney Tracy Cowdell; Assistant City Attorney  
6 Stephanie Nate; and City Recorder Cheryl Peacock Cottle.  
7

8 **A meeting of the City Council held on Wednesday, December 10, 2014 was closed to discuss**  
9 **the character and professional competence of an individual, wherein no other items were**  
10 **discussed.**  
11

12 **12. ADJOURNMENT**  
13

14 Council Member Brad Christopherson **MOVED** to adjourn the Closed Session and the City  
15 Council Meeting. Council Member Dan Armstrong **SECONDED** the motion. Vice-Chairman  
16 Ernest Burgess called for discussion on the motion. There being none, he called for a roll-call  
17 vote. The vote was as follows: Christopherson-yes, Armstrong-yes, Barbour-yes, and Burgess-  
18 yes. **All City Council members present voted in favor and the motion passed unanimously.**  
19 The meeting was adjourned at 8:10 p.m.  
20  
21  
22

23 \_\_\_\_\_  
24 Cheryl Peacock Cottle, City Recorder

25 Minutes approved:  
26

27 *Minutes Prepared by: Cheryl Peacock Cottle, City Recorder*  
28