

City of Taylorsville
CITY COUNCIL MEETING
Minutes

Wednesday, May 4, 2016
Council Chambers
2600 West Taylorsville Blvd., Room No. 140
Taylorsville, Utah 84129

BRIEFING SESSION

Attendance:

Mayor Lawrence Johnson

Council Members:

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

City Staff:

John Taylor, City Administrator
Tracy Cowdell, City Attorney
Cheryl Peacock Cottle, City Recorder
Scott Harrington, Chief Financial Officer
Wayne Harper, Economic Development Director
Tracy Wyant, UPD Precinct Chief
Jay Ziolkowski, UFA Battalion Chief
Kristy Heineman, Council Coordinator
Tiffany Janzen, Public Information Officer

Excused: Mark McGrath, Community Development Director

5:30 – 6:00 P.M. – LIVE SOCIAL MEDIA QUESTION AND ANSWER WITH THE CITY COUNCIL

City Council Members were available to address online questions from residents via social media. No questions were presented.

6:00 BRIEFING SESSION

1. Roll Call of Council Members

[6:02:03 PM](#) Chairman Ernest Burgess conducted the Briefing Session, which convened at 6:02 p.m. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present.

2. Review Administrative Report - *Administration*

[6:02:55 PM](#) Chair Burgess called for any questions on the Administrative Report and there were none.

3. Review Agenda

[6:03:08 PM](#) The agenda for the City Council Meeting was reviewed. Clarification was given on language required by legislature regarding tentatively adopting a tentative budget.

[6:06:33 PM](#) Council Member Dan Armstrong referenced Citizen Advisory Boards (CAB), which are attached to the UPD. He suggested recruiting and training good members to assist the UPD with traffic direction and other coverage during events, i.e. Taylorsville Dayzz. He cited tentative articles that he can provide. He also recommended that CAB Members be subjected to a background check and approved by UPD.

[6:08:27 PM](#) City Attorney Tracy Cowdell commented on insurance coverage and relayed Chief Tracy Wyant's recommendation that CAB coverage be placed under UPD.

[6:10:14 PM](#) Council Member Dama Barbour commented that she does not want to get back in the policing business. She indicated that she is okay with CAB volunteers falling under the umbrella of UPD, but not under the City.

4. Adjourn

[6:12:33 PM](#) Chairman Burgess declared the Briefing Session adjourned at 6:13 p.m.

REGULAR MEETING

Attendance:

Mayor Lawrence Johnson

Council Members:

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

City Staff:

John Taylor, City Administrator
Tracy Cowdell, City Attorney
Scott Harrington, Chief Financial Officer
Tracy Wyant, UPD Precinct Chief
Cheryl Peacock Cottle, City Recorder
Wayne Harper, Economic Development Director
Jay Ziolkowski, UFA Battalion Chief
Kristy Heineman, Council Coordinator
Tiffany Janzen, Public Information Officer
Marsha Thomas, Judge
Kary Webb, Clerk of the Court
Jean Ashby, Economic Development Assistant

Excused: Mark McGrath, Community Development Director

Others: Gary Caballero, Keith Sorensen, Gordon Willardson, Jackie Willardson, Russ Howell, Morris Pratt, John Gidney, Royce Larsen, Garl Fink, Dean Paynter, Daniel Fairbourn, Nephi Williams, Benjamin Ivins, Lorenzo Guzman, Lance Lund, Scouts from Troop 736

1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS

[6:31:15 PM](#) Chairman Ernest Burgess called the meeting to order at 6:31 p.m. and welcomed those in attendance.

1.1 Roll Call of Council Members

[6:31:42 PM](#) City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present.

**1.2 Opening Ceremonies – Pledge/Reverence – *Council Chair Burgess*
(Opening Ceremonies for May 18, 2016 to be arranged by *Vice Chair Christopherson*)**

[6:31:56 PM](#) Chairman Ernest Burgess directed the Pledge of Allegiance.

[6:32:38 PM](#) Council Member Dama Barbour offered the Reverence by discussing the Preamble to the U.S. Constitution.

1.3 Mayor’s Report

There was no Mayor’s Report given.

1.4 Citizen Comments

Chairman Ernest Burgess reviewed the Citizen Comment Procedures for the audience. He then called for any citizen comments.

[6:35:07 PM](#) Russ Howell discussed plans to restore the Skate Park facility. He cited sponsors to help with costs for needed repairs and improvements and described plans of park users to restore the facility. He offered his time, services, and money to help with whatever is needed to improve the park.

[6:37:38 PM](#) Council Member Dama Barbour referenced an interesting email she received regarding the Skate Park.

There were no additional citizen comments, and Chairman Burgess closed the citizen comment period.

[6:38:00 PM](#) Chair Burgess recognized scouts in attendance from Troop 736.

2. APPOINTMENTS

There were no appointments.

3. REPORTS

3.1 LARP Committee Report – *Keith Sorensen*

[6:38:43 PM](#) Chairman Keith Sorensen reported on recent activities and upcoming events for the Taylorsville LARP Committee. He gave an update on the “Remember Me Rose Garden” and

relayed that a groundbreaking event will be held on Memorial Day. He referenced more mulch that will be installed. He cited the \$5,000 amount allocated to launch the “Remember Me Rose Garden” and described volunteer efforts that have helped offset costs. Mr. Sorensen recommended that a rod iron fence be installed at a cost of about \$3,500 in order to secure the memorial garden. He said there has already been interest expressed by several citizens who wish to honor individuals in the garden. He made a request for at least another \$5,000 appropriation in the upcoming budget in order to maintain and move forward with the garden.

[6:43:27 PM](#) Mr. Sorensen stated that selections for Beautification Awards will begin as soon as the weather improves.

Council Member Dan Armstrong thanked Mr. Sorensen for his efforts.

[6:44:07 PM](#) Council Member Kristie Overson suggested utilizing the Youth Council for help at the memorial garden. Mr. Sorensen indicated that help could be used next Monday night, May 9th, at 5:00 p.m. He said volunteers should bring shovels and rakes.

[6:45:16 PM](#) Council Member Overson asked about application procedures for requesting a space in the memorial garden. Mr. Sorensen described the process and cited a \$200 fee to cover the rose bush and a personalized plaque. He said it is hoped that the City Council will establish some criteria and policy guidelines. He confirmed that the garden will likely not be ready for the planting of roses on Memorial Day and only a groundbreaking ceremony will be held at that time. It was clarified that those honored in the garden must have been Taylorsville residents who are now deceased.

[6:48:14 PM](#) Council Member Armstrong asked about any more material or tilling needed before work begins on Monday. Mr. Sorensen said that Jerry Milne will help with some tilling on Saturday. He clarified that most of the \$200 cost for spaces in the garden is \$150 for the plaque, with a maximum of \$20 for the rose and some additional expense for the irrigation system.

[6:49:28 PM](#) Council Member Brad Christopherson inquired how much space is available for roses. Mr. Sorensen relayed that plots are 14” X 14”. He distributed illustrations of the garden.

[6:50:22 PM](#) Council Member Kristie Overson asked about the use of brick pavers in conjunction with the garden. Mr. Sorensen explained that when the Freedom Shrine was built, there were many people who purchased pavers. He said that the Senior Center is also in possession of some pavers that were purchased. He relayed that all of the pavers collected will be installed right at the entrance of the memorial garden.

3.2 Tri-Park/Food Pantry Report – Gary Caballero

[6:51:59 PM](#) Food Pantry Manager Gary Caballero reported on activity at the Taylorsville Food Pantry. He reviewed statistics regarding individuals and families served at the Food Pantry during the previous quarter. He described new reporting requirements being implemented in conjunction with CDBG funding.

[6:58:10 PM](#) Mr. Caballero distributed a sample of the Taylorsville Food Pantry Application. He reviewed information that is collected and ways that individuals may qualify for assistance. He noted that those receiving food must live in Taylorsville. He stated that the number of those served dipped after restrictions regarding living in Taylorsville were implemented.

[7:02:16 PM](#) Mr. Caballero described an audit that was conducted at the Food Pantry last week and cited requirements that were met. He stated that there are great volunteers serving at the Food Pantry.

[7:03:13 PM](#) Council Member Kristie Overson asked about the attitude of those who come into the Food Pantry and are referred elsewhere if they do not live in Taylorsville. Mr. Caballero indicated that those individuals referenced have been quite cooperative.

[7:04:24 PM](#) Council Member Overson asked about the “Wednesday Grocery Give Away” and whether it is working well. Mr. Caballero relayed that the program has been going for a year and participation has continued to rise. He noted that participants must now conform to requirements and request applications to ensure that qualifications are met. He relayed that notice has been given regarding the new process. He indicated that he has talked to the Utah Food Bank and Taylorsville will now only receive a half shipment of food per week.

[7:06:24 PM](#) Council Member Dama Barbour asked if the Food Pantry is stocked well enough. Mr. Caballero said the problem is that they are not running out of anything. He reiterated that users must meet requirements and services are being confined to the Taylorsville area if possible.

[7:08:08 PM](#) Chair Ernes Burgess thanked Mr. Caballero for his efforts at the pantry and his report.

3.3 Court Report – Marsha Thomas

[7:08:21 PM](#) Judge Marsha Thomas reported on activity in the Taylorsville Municipal Justice Court for the first eight months of Fiscal Year 2016. She reviewed data regarding case filings and case types. She anticipated that by year end, there would be 10,000 to 11,000 cases. She said that 83% of cases are traffic, 10% are for misdemeanors and 7% are for small claims.

[7:10:12 PM](#) The Judge discussed projected revenue for FY 2016 and revenue received as of March 31, 2016. She noted that 81.5% of the projected revenue has been received (with 75% of the year elapsed).

[7:11:14 PM](#) Judge Thomas reviewed court expenses and noted that 69.2% of budgeted expenses have been spent (with 75% of the year elapsed). She summarized that case filings are higher than the prior year, but should come in at average; revenue is higher than projected; and expenses are lower than projected.

[7:11:33 PM](#) The Judge discussed education in the Court and reviewed education experience she has had throughout her legal career. She relayed that both the prosecution and defense in the Taylorsville Justice Court have facilitated experience in the court room for law students. She described an experiential learning program for high school students in the Court, as coordinated with Taylorsville, Hunter, and Kearns High Schools.

[7:18:26 PM](#) Judge Thomas described training provided to Court Clerks. She noted that Court Clerks must utilize about 14 different programs, while also being focused on customer service. She cited 10 hours of mandatory training required for Court Clerks by the State Court System. She also described extra training that the Taylorsville Court provides clerks, i.e. the Career Track. She reviewed requirements for advancement within the Career Track Program. She recognized Jeni Gunnell as the first court employee to complete a step on the Career Track. The Judge stated that the Court has entered into an agreement with Salt Lake County to have employees take discounted classes that are offered through their Employee University. She said that employees are also sent to classes at the Administrative Office of the Courts for domestic violence training, etc.

[7:18:52 PM](#) Judge Thomas said she feels fortunate to have such excellent Court Clerks working in the Taylorsville Justice Court. She recognized Taylorsville Clerk of the Court Kary Webb, who was awarded the "Justice Court Employee of the Year Award" from the State Court System. She noted that Ms. Webb was selected out of 400 Court Clerks.

[7:19:31 PM](#) The Judge described judicial education training that is required for judges each year.

[7:20:16 PM](#) Judge Thomas described education that is offered for defendants and listed types of classes or treatments. She noted that cost for education or treatment is covered by the defendants.

[7:23:35 PM](#) Council Member Dama Barbour asked about those who provide programs or treatments. Judge Thomas relayed that a list of providers can be rendered. She discussed requirements related to time and referenced ways that costs to defendants are determined. She said it is important that she, as a judge, review cases to determine compliance with treatment or

education requirements. She indicated that the Court is not allowed to collect on behalf of a third party provider, but there is a direct contract in place between defendants and providers.

[7:27:03 PM](#) Judge Thomas discussed results from studies on treatment outcomes. She cited the importance of education and treatment within the Court.

[7:28:37 PM](#) Council Member Kristie Overson summarized that Court revenues are up and expenses are down, with significant time and effort being spent on education. The Judge confirmed that the Court follows up on fine collections and the completion of education/treatment. She cited an excellent 88% collection rate in the Court. She referenced the importance of implementing accountability.

[7:30:08 PM](#) Chair Burgess thanked Judge Thomas for her report.

3.4 UFA Report – *Jay Ziolkowski*

[7:31:03 PM](#) UFA Battalion Chief Jay Ziolkowski reported on fire services in Taylorsville for the third quarter of the fiscal year. He cited statistics on fire and medical response and noted that there is a general increase in calls. He displayed data regarding types of medical calls.

[7:32:42 PM](#) Chief Ziolkowski noted that there has been a change in software formatting and said he is investigating March numbers that do not seem accurate.

[7:33:30 PM](#) Chief Ziolkowski outlined types of activities in which the UFA is engaged, i.e. fire prevention, inspections, plan reviews, public engagements, school tours, ride-alongs, etc. He referenced training hours that are conducted at the fire station.

[7:34:46 PM](#) The Chief discussed a significant call and fire at the Majestic Meadows Mobile Home Park. He also gave an update on construction of the new fire station. He relayed that masonry work for the first level is done and steel beams are in place for the second level.

[7:35:48 PM](#) Chief Ziolkowski referenced the safety message, which is the same as that provided in the Taylorsville Journal, regarding the prevention of heat-related emergencies. He also cited the Employee Spotlight for John Harris who was recognized at the recent Taylorsville Awards Banquet.

[7:37:25 PM](#) The Chief cited a need to focus on medical emergency prevention as part of the fire services provided, i.e. fall prevention. He was thanked for his report.

4. CONSENT AGENDA

4.1 Minutes – City Council Meeting: April 13, 2016

[7:38:21 PM](#) Council Member Brad Christopherson **MOVED** to adopt the Consent Agenda. Council Member Dama Barbour **SECONDED** the motion. Chairman Ernest Burgess called for discussion on the motion. There being none, he called for a roll-call vote. The vote was as follows: Burgess-yes, Armstrong-yes, Overson-yes, Christopherson-yes, and Barbour-yes. **All City Council members voted in favor and the motion passed unanimously.**

5. PLANNING MATTERS

There were no Planning Matters.

6. FINANCIAL MATTERS

6.1 Formal Presentation of the Tentative Budget to the City Council; Set Date/Time of the Public Hearing for the 2016-2017 Fiscal Year Budget for 2016 at 6:30 p.m.; and Set Date/Time of the Public Hearing for Final Amendments to the 2015-2016 Fiscal Year Budget for May 18, 2016 at 6:30 p.m. – Mayor Johnson, John Taylor, Scott Harrington

[7:39:13 PM](#) Mayor Larry Johnson presented the tentative budget for the 2016-2017 Fiscal Year. He read a summary of the proposed budget and described a conservative balanced budget with no recommended property tax increase. He cited several fund transfers and allocations to be made within the budget. He outlined important goals accomplished by the proposed budget and described highlights within the budget, including an increase of \$100,000 to sidewalk maintenance and \$40,000 to crosswalk lighting.

[7:43:04 PM](#) The Mayor relayed that employee compensation/benefits and insurance costs are scheduled to increase by an average of 17.2%. He also referenced a \$280,845 increase to the contract with UPD for law enforcement services. He said that those increased costs are for fuel, vehicle replacement, retirement, compensation (including the promotion of an additional sergeant), and insurance benefits. Mayor Johnson thanked all those who have assisted Administration in preparing the tentative budget. He stated excitement for the future of Taylorsville and referenced many projects currently under discussion and in the development phase.

[7:43:59 PM](#) Chief Financial Officer Scott Harrington gave a brief overview of the budgeting schedule, including presentation of the tentative budget at this meeting and a public hearing to be held on May 18, 2016. He said that budget discussion will be held on that date, as well. He noted

that an additional Work Session can be held if the Council desires, but one is not yet scheduled. He indicated that if the budget is not adopted during the May 18th meeting, budget discussion will continue during the June 1, 2016 Council Meeting.

[7:45:09 PM](#) Mr. Harrington described the process to develop the tentative budget. He relayed that meetings were held with department heads in February and March, 2016 wherein they presented zero-based “new” departmental budgets. He said that those budgets were reviewed by Administration in April and pared down to match existing revenues.

[7:46:00 PM](#) Mr. Harrington relayed that the FY 2016-2017 budget is at approximately \$21,105,000 compared to last year’s budget of \$20,950,000. He indicated that this is a .7% increase. He noted that this is not a huge amount, but reflects increased revenues and expenses.

[7:46:19 PM](#) Mr. Harrington commended department directors and Administration for taking a hard look at the budget and including needs rather than wants.

[7:46:54 PM](#) Mr. Harrington reviewed several highlights in the proposed budget, as follows: \$100,000 extra allocated to sidewalk maintenance for a total of \$200,000; an additional \$40,000 for crosswalk safety upgrades and lights; and transfers going out of the General Fund in the amount of \$877,000. He cited the 17.5% increase for employee health insurance and the increase for UPD, plus some additional increases coming to the City. He reiterated that department directors have done a great job in keeping costs low.

[7:48:11 PM](#) Mr. Harrington said Administration feels that this is a very solid and tight budget. He asked that Council Members review the proposed budget over the next two weeks and direct any questions either to him, to City Administrator John Taylor, or to any members of the Budget Committee.

[7:48:50 PM](#) Council Member Brad Christopherson inquired about any projection on the underspend amount for the current fiscal year budget. Mr. Harrington stated that he does not have an actual underspend amount yet, but anticipates it will be between \$200,000 and \$300,000. He noted that the underspend amount depends on revenue coming in the last two months of the fiscal year and this is unknown until September. He added that the amount will also depend on contractors and whether projects can be finished this year without being carried over. He stated that he will get final amendments on the current budget out to the Council next week and a public hearing will be held on May 18, 2016 for those amendments, as well.

[7:49:59 PM](#) Council Member Dama Barbour stated that she is curious about budget requests that first came from department heads. Mr. Harrington said he can send Council Members the applicable spreadsheets. Council Member Barbour indicated that she would like to hear from department heads to speak on the budget they first requested.

[7:51:15 PM](#) Council Member Kristie Overson said she would also like to hear from department heads regarding goals for the coming year and their basis for budget requests. Council Member Barbour agreed.

[7:51:41 PM](#) Mr. Taylor asked for clarification on what the Council would like to hear from department heads. Council Member Dama Barbour indicated that she would like to hear why budget requests were made.

Council Members agreed to schedule a report from department heads regarding their budgets and goals during the May 18th City Council Meeting.

[7:53:30 PM](#) Council Member Brad Christopherson asked about cost reductions in benefits costs last year. Mr. Harrington clarified that last year there was about a 15% decrease in health insurance costs only, but the overall reduction to benefits was less than that. He explained that this was due to the City moving from classification as a large employer to a small employer, along with the effect of Obamacare.

[7:54:02 PM](#) Council Member Brad Christopherson asked whether the 17% increase this year and the 15% reduction last year are pretty comparable. Mr. Harrington cited a bigger risk pool due to Obamacare. Mr. Taylor observed that there is roughly a 2% difference between last year's decrease and this year's increase in benefit costs.

**6.2 Resolution No. 16-13 – A Resolution of the City of Taylorsville
Acknowledging Receipt of a Tentative Budget and Tentatively Adopting the
Tentative Budget for the 2016-2017 Fiscal Year – *Scott Harrington***

[7:55:29 PM](#) Chief Financial Officer Scott Harrington presented the subject resolution to acknowledge receipt of the proposed budget and to tentatively adopt the tentative FY 2016-2017 Budget.

[7:55:51 PM](#) Council Member Brad Christopherson **MOVED** to adopt Resolution No. 16-13 – Acknowledging Receipt of a Tentative Budget and Tentatively Adopting the Tentative Budget for the 2016-2017 Fiscal Year. Council Member Dama Barbour **SECONDED** the motion. Chairman Ernest Burgess called for discussion on the motion. There being none, he called for a roll-call vote. The vote was as follows: Burgess-yes, Armstrong-yes, Overson-yes, Christopherson-yes, and Barbour-yes. **All City Council members voted in favor and the motion passed unanimously.**

6.2.1 Public Comment Regarding the Tentative Budget

[7:58:12 PM](#) Chairman Ernest Burgess called for any public comments regarding the tentative budget.

[7:58:23 PM](#) There were no comments and Chair Burgess declared the public comment period closed.

7. OTHER MATTERS

[7:56:50 PM](#) Council Member Kristie Overson referenced a recent meeting held by UDOT wherein maps were displayed. She indicated that by the time she got into that meeting, all of the maps were covered. Mr. Taylor confirmed that he will provide copies of those maps and relayed that an update from UDOT will be presented during the May 18th City Council Meeting. He clarified that the meeting referenced had to do with the interchange at 5400 South and Bangerter Highway and the number of homes that may need to be acquired, along with different alternatives.

8. NEW ITEMS FOR SUBSEQUENT CONSIDERATION (No Action)

[7:59:51 PM](#) Chair Ernest Burgess noted that there have not been many questions presented during the live Social Media Sessions that have been held at 5:30 p.m. over the last several months. He recommended discontinuing those Social Media Sessions and simply meeting as a Council at 6:00 p.m. for the Briefing Meeting. He called for any comments or concerns from the Council and there were none. Chair Burgess confirmed that the Social Media Sessions will, therefore, be discontinued in the future.

9. NOTICE OF FUTURE PUBLIC MEETINGS (NEXT MEETING)

[8:00:01 PM](#)

- 9.1 Planning Commission Meeting – Tuesday, May 10, 2016 – 7:00 p.m.**
- 9.2 City Council Social Media/Briefing Session – Wednesday, May 18, 2016 – 5:30-6:30 p.m.**
- 9.3 City Council Meeting – Wednesday, May 18, 2016 – 6:30 p.m.**
- 9.4 Mayor’s Town Hall Meeting – Wednesday, May 25, 2016 – 6:00 p.m. to 7:00 p.m.**

10. CALENDAR OF UPCOMING EVENTS

[8:01:02 PM](#)

- 10.1 *A Cleaner, Greener, Healthier Taylorsville Service Project: May 20, 2016 through June 20, 2016. See City Website for More Information at www.taylorsvilleut.gov.***

10.2 Remember Me Rose Garden Dedication Ceremony – Monday, May 30, 2016: Taylorsville Senior Center Located at 4743 South Plymouth View Drive – See City Website for More Information.

10.3 Taylorsville Dayzz: June 23, 24, 25, 2016: See Website for More Detailed Information.

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

It was determined that a Closed Session was not needed and no Closed Session was held.

12. ADJOURNMENT

8:01:10 PM Council Member Brad Christopherson **MOVED** to adjourn the City Council Meeting. Council Member Dan Armstrong **SECONDED** the motion. Chairman Ernest Burgess called for discussion on the motion. There being none, he called for a roll-call vote. The vote was as follows: Burgess-yes, Armstrong-yes, Overson-yes, Christopherson-yes, and Barbour-yes. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 8:01 p.m.

Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 06-01-16

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder