

**TAYLORSVILLE CITY COUNCIL  
AGENDA ITEM SUMMARY**

**MEETING DATE:** November 6, 2013

**AGENDA ITEM:** Report – Committee Chairs Group

**PRESENTER:** Jessica Springer

**ISSUE SUMMARY:**

Reviewing the proposed amendments to the volunteer application and the Committee Ordinance (Chapter 2.24)

**ATTACHMENTS:** Volunteer Application – draft  
Ordinance 2.24 - draft



**VOLUNTEER APPOINTMENT – APPLICATION**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

\*\*\*Please see our city website at <http://www.taylorsvilleut.gov/about.volunteercommittees.html> for specific committee information to use in finding the committee that best fits your skill set\*\*\*

Consideration for appointment to (circle one):

Arts Council    Budget    Economic Development    Green Committee    Healthy Taylorsville  
Historic Preservation    Leisure Activities Recreation & Parks    Ordinance Review    Public Safety

1. What is your interest in this committee? \_\_\_\_\_  
\_\_\_\_\_

2. What uniquely qualifies you for this committee? \_\_\_\_\_  
\_\_\_\_\_

3. Please list any skills/talents, qualifications and/or experience that you feel directly relates to this committee:  
\_\_\_\_\_

4. If the committee you are applying for is full:

4a) Would you be willing to apply for a different committee? (Please list your top 3 choices): \_\_\_\_\_  
\_\_\_\_\_

4b) Would you like us to hold on to your application and notify you when there is an opening?    Yes / No

4c) How would you like to be notified when a position becomes available on your first choice committee?

(circle all that apply):    *Regular Mail*    *Email*    *Phone*

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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Submitted for Approval:

By: \_\_\_\_\_ Date: \_\_\_\_\_

(Mayor or City Council Advisor)

Action by City Council: Approved Yes / No

Attest: \_\_\_\_\_ (City Recorder)

## Chapter 2.24 COMMITTEES

### 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 at the same time as a new city council advisor is appointed to such committee or the length of the special purpose committee, whichever is longer.~~ An appointment to a committee shall expire if a member misses more than 3 meetings without reason. After a member's term as expired, that member may be reappointed. If a member 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. 06-20, 5-3-2006)

### 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 mayor shall appoint one person to such joint committee with the advice and consent of the city council, and the city council shall appoint the next three (3) people to such committee. Thereafter, the same rotation shall continue regarding appointment to such joint committees.~~ 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 approved, 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 ordinance. 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 names can be recommended and submitted to the city council and appointed with the advice and consent of the city council, ~~and shall not serve more than two (2) consecutive terms. The terms of the chairman and vice chairman shall begin March 1 and end on the last day of February of the following year.~~
- 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. 02-32, 10-2-2002)

#### **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 names can be recommended and submitted to the city council and appointed with the advice and consent of the city council ~~A chairman and vice chairman shall be appointed and removed by the mayor with the advice and consent of the city council. The chairman and vice chairman shall serve a one year term, and shall not serve more than two (2) consecutive terms except by unanimous consent of the city council. The terms of the chairman and vice chairman shall begin March 1 and end on the last day of February of the following year.~~
- C. Members of executive committees may be removed by the mayor at any time without cause. (Ord. 02-32, 10-2-2002)

#### **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.~~A chairman and vice chairman shall be appointed and removed by 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, and shall not serve more than two (2) consecutive terms except by unanimous consent of the city council. The terms of the chairman and vice chairman shall begin March 1 and end on the last day of February of the following year.~~
- 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. 02-32, 10-2-2002)

#### **2.24.040: LEISURE ACTIVITIES, RECREATION AND PARKS COMMITTEE:**

- A. Creation: There is hereby created an ongoing joint committee known as the leisure activities, recreation and parks committee.
- B. Members: The leisure activities, recreation and parks committee has no maximum capacity limits and all members are appointed and governed consistent with section 2.24.010 of this chapter.
- C. Duties And Responsibilities: The leisure activities, recreation and parks 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 recreation activities and facilities in the city as directed by the council and the mayor.  
(Ord. 02-32, 10-2-2002)

#### **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 maximum capacity limits 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. 02-32, 10-2-2002)

**2.24.060: ECONOMIC DEVELOPMENT COMMITTEE:**

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 up to and not to exceed five (5) members are 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. 09-10, 3-18-2009)

#### **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 up to and not to exceed twelve (12) members are appointed and governed consistent with section 2.24.010 of this chapter.

C. 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. 02-32, 10-2-2002)

#### **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 up to and not to exceed seven (7) members are appointed and governed consistent with section 2.24.010 of this chapter.

C. 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. 02-32, 10-2-2002)

### **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 maximum capacity limits and all members who 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 section 13.37.020 of this code. (Ord. 02-32, 10-2-2002)

### **2.24.100: CEMETERY ADVISORY COMMITTEE:**

A. Creation: There is hereby created an ongoing joint committee known as the cemetery advisory committee.

B. Members: The cemetery advisory committee shall consist of up to four (4) members are appointed and governed consistent with section 2.24.010 of this chapter.

C. Duties And Responsibilities: The cemetery advisory committee shall give advice and make recommendations to the city council and mayor regarding the policies of cemetery operation, costs of cemetery operation, costs of interment, lots, equipment, and all other things incident or necessary to operating and maintaining the cemetery and as directed by the mayor or the city council:

1. Give advice regarding the operation and maintenance of the cemetery.
2. Ensure that fees and charges for cemetery lots and services are fair and reasonable.
3. Ensure that the cemetery is operated in an efficient and businesslike way.
4. Ensure that cemetery records are kept current and are protected in perpetuity.
5. Propose rules and regulations for the cemetery, which rules and regulations are subject to the approval of the mayor and the city council.
6. Perform such other duties and functions as are consistent with this chapter as directed by the mayor and the city council. (Ord. 10-25, 8-4-2010)

### **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 maximum capacity limits 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. 12-10, 6-6-2012)

#### **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 maximum capacity limits and all members are appointed and governed consistent with section 2.24.010 of this chapter.

C. 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. 11-05, 3-16-2011)

#'s	First Name	Last Name	Committee(s)	#'s	First Name	Last Name	Committee(s)
1	Sara	Carlock	ARTS	33	Israel	Grossman	Budget, ED
2	Ellen	Christensen	Arts	34	Lynn	Handy	Budget, ED
3	Adam	Larson	Arts	35	Lee	Bennion	Cemetery
4	Jennifer	Lisonbee	Arts	36	Gerald	Frame	Cemetery
5	Rachel	Sanderson	Arts	37	James (Jim)	McGowan	Cemetery
6	Rebecca	Schreiner	ARTS	38	Johnny	Anderson	ED
7	Julie	Warburton	ARTS	39	Jay	Bingham	ED
8	Tiffany	Willis	Arts	40	Rick	Bouillon	ED
9	Howard	Wilson	ARTS	41	Mike	Chappell	ED
10	Tristen	Wilson	Arts Council	42	Rand	Kunz	ED
11	John	Gidney	ARTS, Budget, TDayzz	43	Jeffrey	Nelson	ED
12	Gordon	Wolf	ARTS, Budget, TDayzz	44	Thomas	Ollis	ED
13	Joan	White	ARTS, Historic, Vet Day	45	Michael	Perlman	ED
14	Susan	Holman	ARTS, Tville Dayzz	46	Michelle	Peters	ED
15	Scott	Fausett	Board of Adjustment	47	Paul	Sommer	ED
16	Donna	Jackson	Board of Adjustment	48	Lee	Yates	ED
17	Phillip	Roberts	Board of Adjustment	49	Erica	Dahl	ED, Healthy Tville
18	Eric	Robinson	Board of Adjustment	50	Andrew	Johnson	Emergency GIS
19	Daniel	Armstrong	Budget	51	Tiffany	Anderson	Green
20	Vicky	Bond	Budget	52	John	Beck	Green
21	Dean	Bond	Budget	53	Dayna	Clarke	Green
22	Andrew	Brown	Budget	54	Dan	Clayton	Green
23	Adam Wade	Campbell	Budget	55	Jeff	Hugie	Green
24	Cary	Davis	Budget	56	Jack	Lucas	Green
25	Christine	Herron	Budget	57	Mary	Lund	Green
26	Royce	Larsen	Budget	58	Brett	Mclff	Green
27	Dave	Nigbur	Budget	59	John	Purvis	Green
28	Kris	Peterson	Budget	60	Trace	Sondrup	Green
29	Joe	Turpin	Budget	61	Jeffrey	Summerhays	Green
30	Ken	Acker	Budget, ED	62	Michael (Mickey)	Walker	Green
31	Curt	Cochran	Budget, ED	63	Nathan	Murray	Green
32	Ken	Cook	Budget, ED	64	Rhetta	Mclff	Green, LARP, TDayzz

#	First Name	Last Name	Committee(s)	#	First Name	Last Name	Committee(s)
65	Jack	Green	Healthy Tville	97	Lynette	Wendel	ORC, Animal Shelter
66	Stephanie	Maughan	Healthy Tville	98	Jonas	Lether	ORC-taking break
67	Nancy	Mendenhall	Healthy Tville	99	Arlene	Zortman	ORC, Safety
68	May	Romo	Healthy Tville	100	Anna	Barbieri	Plan. Comm.
69	Darrin	Sluga	Healthy Tville	101	Ernest	Burgess	Plan. Comm.
70	Lori	Swenson	Healthy Tville	102	Steven	Faurschou	Plan. Comm.
71	Roger	Barker	Historic	103	Dan	Fazzini, Jr.	Plan. Comm.
72	Stan	Blake	Historic	104	Garl	Fink	Plan. Comm.
73	Margaret	Player	Historic	105	Israel	Grossman	Plan. Comm.
74	Connie	Taney	Historic	106	Ted	Jensen	Plan. Comm.
75	Bruce and Joan	Wasden	Historic	107	Dale	Kehl	Plan. Comm.
76	Susan	Yadeskie	Historic	108	Courtney	Woffinden	Public Safety
77	Donald	Frame	Historic, Cemetery	109	Garl	Fink	Public Safety
78	Crystal	Applegate	LARP	110	Tony	Henderson	Public Safety
79	Toni	Lenning	LARP	111	Mike	Reschke	Public Safety
80	Jerry	Milne	LARP	112	Peggy	Sadler	Public Safety
81	Hal	Newman	LARP	113	Roger Elliot	Anderson	Safety, CERT
82	Tyler	Pearce	LARP	114	Debbie	Barton	Tville Dayzz
83	Tammy	Robinson	LARP	115	Rex	Burnett	Tville Dayzz
84	Joan	Thalman	LARP	116	Carol	Crockett	Tville Dayzz
85	Danielle	Latta	LARP, Healthy Tville	117	Kaye Lee	Day	Tville Dayzz
86	Dean	Paynter	LARP, Emp. Appeal	118	Jim	Dunnigan	Tville Dayzz
87	Cher	Bailey	ORC	119	Richard	Flink	Tville Dayzz
88	Dave	Ballou	ORC	120	Kent	Geis	Tville Dayzz
89	Judy	Bunkall	ORC	121	Ray	Havens	Tville Dayzz
90	Mitch	Haycock	ORC	122	Nancy	Henderson	Tville Dayzz
91	Cathy	Jeffer	ORC	123	Duane	Phillips	Tville Dayzz
92	Lynn	Mackay	ORC	124	Emily	Tani	Tville Dayzz
93	Monnica	Manuel	ORC	125	Elaine	Waegner	Tville Dayzz
94	Suzette	Pikel	ORC	126	Bob	Westbrook	Tville Dayzz
95	Lee Ellen	Stevens	ORC	127	Jay	Ziolkowski	Tville Dayzz
96	Rachelle	Tatum	ORC				