

**DRAFT**

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**City of Taylorsville**  
**City Council Joint Work Session with Planning Commission**  
*Minutes*

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**Wednesday, February 12, 2014**  
**Council Chambers**  
**2600 West Taylorsville Blvd., Room No. 140**  
**Taylorsville, Utah 84129**

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**Attendance:**

Mayor Larry Johnson

**Council Members:**

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

**City Staff:**

John Taylor, City Administrator  
John Brems, City Attorney  
Cheryl Peacock Cottle, City Recorder  
Kris Heineman, Council Coordinator  
Tracy Wyant, UPD Precinct Chief  
Mark McGrath, Community Development Director  
Scott Harrington, Chief Financial Officer  
Donald Adams, Economic Development Director

**Excused:**

**Others:** Kevyn Smeltzer, Jake Barbour, Daryl Gudmundson, Brent Garside, Larry Helquist, Garl Fink, Curt Cochran, Don Quigley, Israel Grossman, John Gidney, Andy Perry, Anna Barbieri, Dale Kehl, Garl Fink, Anna Barbieri, Curt Cochran, Steve Fauschou

18:00:49 Chair Kristie Overson called the Work Session to order at 6:00 p.m. and welcomed those in attendance. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present, except Council Member Christopherson who was expected soon.

1     **1.     Jordan River Commission Presentation - *Laura Hanson***

2  
3     18:01:54 Laura Hanson was not in attendance, so the report from the Jordan River Commission  
4     was not given at this time.

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6     **2.     Training on Open Meeting Law - *John Brems***

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8     18:01:46 City Attorney John Brems reviewed Open Meeting Law. He advised that annual  
9     training on the Open Meetings Act is required. He stated that the City Council is considered a  
10    public body and must comply with the Open Meetings Act. He noted that meetings must be  
11    noticed 24 hours in advance; an annual meeting schedule must also be provided on an annual  
12    basis. Mr. Brems relayed that this process is completed by City Recorder Cheryl Peacock Cottle.

13  
14    Dama Barbour asked about the process followed when meetings are re-scheduled. Ms. Cottle  
15    noted that the published annual meeting notice advises that sometimes meeting schedules may be  
16    amended and, as a courtesy, a new monthly schedule is noticed whenever a change is made.

17  
18    Mr. Brems discussed the closed meeting process and cited specific reasons for holding closed  
19    meetings, i.e. pending or reasonably imminent litigation, the purchase or sale of real property,  
20    professional competency, etc. He stated that closed meetings are recorded, except when  
21    discussing the character, professional competency, or physical or mental health of an individual.  
22    In those cases, the Chair signs an affidavit stating that this was the only discussion topic and the  
23    meeting is not recorded.

24  
25    18:06:27 Council Member Brad Christopherson joined the meeting at 6:06 p.m.

26  
27    18:08:01 Mr. Brems referenced a provision for electronic meetings and noted that the City has  
28    held some electronic meetings in the past.

29  
30    18:09:00 Mr. Brems discussed enforcement and cited the potential challenge of an action taken  
31    in a closed meeting that should have been public. He noted that such a challenge must be filed  
32    within 90 days. He quoted Utah State Code that provides that members of a public body who  
33    knowingly or intentionally violate closed meeting provisions of the Act are guilty of a Class B  
34    misdemeanor. Mr. Brems said that records from a closed meeting are considered protected  
35    records. He stressed the importance of not sharing anything that is discussed in a Closed  
36    Meeting.

37  
38    18:09:32 Mr. Brems called for questions from the Council.

39  
40    18:10:39 Chair Overson asked about conversations held between Council Members outside of  
41    public meetings. Mr. Brems clarified that meetings are defined as “the convening of a public

1 body with a quorum present.” He added that if there are two members in discussion, there is not  
2 a quorum present, as three members make up a quorum. He advised that this does not include a  
3 “chance meeting” or a “social meeting,” unless it is intended to circumvent.  
4

5 18:12:28 Chair Overson referenced the possible perception of a meeting from the public  
6 viewpoint. She also asked about email communication. Mr. Brems stated that an email sent out  
7 to other Council Members is not considered a meeting; however, if several responses are going  
8 back and forth, it could be perceived as a meeting.  
9

10 Vice Chair Burgess asked about chance meetings where Council Members are present. Mr.  
11 Brems reiterated that if there are three Council Members present in any meeting, one member  
12 should leave or the meeting should be noticed to the public.  
13

14 18:16:29 City Recorder Cheryl Peacock Cottle further explained that public notice is given for  
15 events when there is the possibility of a quorum of the Council attending. It was also mentioned  
16 that Council Coordinator Kris Heineman adds a reminder to the weekly meeting calendar  
17 reminding Council Members who are planning to attend upcoming committee meetings, events,  
18 or activities to notify the City Recorder or Council Coordinator in advance, so that public notice  
19 can be sent in a timely manner.  
20

21 18:17:20 Mr. Brems gave additional clarification on emails that may be sent between Council  
22 Members without being considered a meeting.  
23

24 **3. Discussion on Parking as it Relates to Snow Removal - *John Taylor***  
25

26 18:17:39 Kevyn Smeltzer of Public Works introduced Larry Helquist and Andy Perry from Salt  
27 Lake County Public Works.  
28

29 18:20:32 Mr. Smeltzer introduced his employees and turned time over to them to discuss their  
30 experiences with snow removal and plowing around parked vehicles. Mr. Helquist commented  
31 that parked cars are a hindrance for snow plow drivers, but noted that this is a county-wide  
32 problem. He observed that it costs time and money to slow down and go around vehicles or for  
33 plows to return to streets at a later time to see whether vehicles have been moved.  
34

35 18:21:19 Andy Perry stated that he is a lead snow plow driver for Salt Lake County Public  
36 Works. He relayed that on his route, there is not a street that does not have a parked car. He said  
37 that cars parked on streets slow down snow plow drivers and require corrective action. He cited  
38 safety concerns.  
39

1 18:22:37 City Administrator John Taylor illustrated maps of city-wide problem areas and  
2 subdivision areas where plows cannot get through because of parked cars. It was noted that,  
3 from a public safety standpoint, this is a dangerous safety issue.  
4

5 18:25:24 Council Chair Overson asked about the time needed to complete plowing of the city-  
6 wide area. Mr. Perry commented that, at times, the snow plow drivers are required to work a 16-  
7 hour shift. Kevin Smeltzer clarified that drivers plow as long as it takes to clear the roads, but a  
8 16-hour shift is the maximum allowed. He cited the drivers' goal to try and clear streets before a  
9 morning commute for storms that come in during the night.  
10

11 Mr. Helquist advised that the City is divided into nine plow routes and each driver is assigned a  
12 specific area. He commented on the map provided and cited ability to describe roads that are a  
13 concern in greater detail.  
14

15 18:28:24 Mr. Helquist stated that there are many cars parked on the roads at 3:00 a.m. or 4:00  
16 a.m. when efforts are being made to clear snow for safety during the morning commute.  
17

18 Council Member Barbour commented that, upon review of the map provided, it appears there is  
19 a serious concern in the City.  
20

21 18:29:34 City Administrator John Taylor cited one area in Council District 1 where there is a  
22 road that can never be plowed because of parked cars. He noted that 2/3 of the cost of snow  
23 removal is attributed to the time needed by snow plow drivers to return back to areas where cars  
24 are parked and road access is blocked.  
25

26 18:30:56 Council Member Barbour thanked Public Works employees for their efforts to try and  
27 keep Taylorsville streets clear of snow and ice.  
28

29 18:31:53 Mr. Helquist cited two accidents last year when plows slid into parked cars. He noted  
30 that so far this year no accidents with parked cars have been reported.  
31

32 18:32:56 Chair Overson thanked Public Works personnel for taking time to present their report.  
33 She stated that the information provided has been very helpful. She noted that the Council has  
34 heard from the public and it is also good to get the perspective of the Public Works drivers.  
35 Chair Overson noted that the Council will make a decision on the parking ordinance during next  
36 week's Council Meeting.  
37

38 18:33:25 Vice Chair Burgess questioned whether 24 hours after the end of a storm gives time to  
39 remove snow adequately. Mr. Helquist confirmed that 24 hours would be plenty of time.  
40

1 18:35:06 Chair Overson advised that the Jordan River Commission has asked that their  
2 presentation be rescheduled for a future date. She explained procedures for the next part of the  
3 meeting. She asked that Planning Commissioners and City Council Members use the microphone  
4 for comments, so that the recording is clear.

5  
6 The meeting was recessed at 6:35 p.m. while the room was rearranged for the next discussion.

7  
8 ***BRIEF RECESS***

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10 **4. Joint City Council / Planning Commission Meeting: Master Plan Discussion Update**  
11 **- Mark McGrath**

12  
13 18:45:32 Chair Overson reconvened the Work Session and thanked Planning Commissioners for  
14 their attendance and participation.

15  
16 18:46:45 Community Development Director Mark McGrath recognized newly appointed  
17 Planning Commissioner Don Quigley in attendance.

18  
19 18:47:22 Mr. McGrath gave a brief summary on what has transpired over the last four months in  
20 regard to planning issues/discussions. He listed the topics of discussion for this meeting, as  
21 follows: the City Center Small Area Master Plan (SAMP), the Open Space Connector Plan, the  
22 Design Consistency Manual, and 4015 West Improvements.

23  
24 **City Center SAMP Plan:**

25  
26 Mr. McGrath gave history on the City Center SAMP. He relayed that the Planning Commission  
27 recently had a great discussion about the City Center Plan. He said a public hearing will be  
28 forthcoming, at which time the official recommendation to the City Council will be presented.  
29 He noted that there is an existing SAMP that is a very specific developmental proposal. He  
30 explained that step one is to repeal the old plan and step two will be to reveal the new plan.

31  
32 Mr. McGrath stated that the Planning Commission does not want to completely repeal the old  
33 plan but, rather, wants to keep something in the general plan that will guide future development.  
34 He noted that the land use diagram visually illustrates the land use plan. He relayed that the  
35 middle City Center property would be open space with commercial areas on the corners. He  
36 cited another open space where the existing community garden is located that can be reserved for  
37 future growth of the municipal government or building location. Mr. McGrath referenced  
38 possible uses for the open space areas. He mentioned that future buildings would need to be  
39 compatible with the existing buildings and should relate well to the park space areas. He noted a  
40 potential problem in ensuring full architectural treatment on all public streets so that the

1 buildings appear to face the public streets, even though the primary entrance is off of those roads.  
2 He gave examples from other cities for building location and site design.

3  
4 19:01:26 Vice Chair Burgess stated that a good example of this type of design is the Deseret  
5 Industries building located at 2100 South, just east of 700 East.

6  
7 **Open Space Connector Plan:**

8  
9 19:03:47 Mr. McGrath presented an open space connector plan that is City-wide, connects all  
10 open spaces together, and connects Taylorsville to the regional system. He identified Phase One  
11 and stated that there are seven areas within Phase One that will be addressed. He advised that  
12 there are projects in connection with UDOT and Utah Power and Light that will provide support.

13  
14 19:04:48 Mr. McGrath reviewed phases of the plan, as follows:

- 15  
16 1 – 2700 West, from Valley Regional Park to City Hall  
17 2 – Taylorsville City Hall and freeway embankment.  
18 3 – I-215 segment that parallels City Hall.  
19 4 – The trail that will be made through the proposed Ivory Homes Development  
20 5 – 2200 West  
21 6 – Vista Park, and the collection of parks in the area  
22 7 – 4805 South  
23 8 – 4800 South to the Jordan River

24  
25 19:05:19 The question was raised whether Phase #3 has been approved. John Taylor confirmed  
26 that the area near I-215 has been preliminarily approved and the City is working through the  
27 process with UDOT.

28  
29 Phase 1 – 2700 West:

30  
31 Mr. McGrath illustrated photos of potential modifications to park strips and addressed ways to  
32 facilitate left-hand turns. He relayed that there are currently some meandering sidewalks in the  
33 area. He discussed aesthetic improvements, i.e. tree planting. He cited a proposal for two median  
34 pedestrian refuge-style crosswalks. He also mentioned a proposal for “wayfinding” signs.

35  
36 Mr. McGrath noted that the sidewalk/streetscape in front of Valley Regional Park is inconsistent.  
37 He said Taylorsville is hoping to work with the Salt Lake County Parks Department to design a  
38 new streetscape and sidewalk on the west side of the street with an 8-foot park strip, an 8-foot  
39 sidewalk, and consistent street tree planting on the inside of the sidewalk. He noted that power  
40 lines in the area may be an issue with tree planting.

1 19:13:43 Council Member Brad Christopherson asked about the possibility of burying power  
2 lines. Mr. Taylor stated that doing so would be extremely expensive and could cost tens of  
3 millions of dollars.

4  
5 19:14:19 Dale Kehl inquired if there is an option to try and save the existing sidewalk or possibly  
6 move it. Mr. McGrath confirmed that these options can be examined.

7  
8 19:15:00 Don Quigley commented on meandering sidewalks in parks. He stated it gives a softer,  
9 more aesthetic feel to the park.

10  
11 Phase 2 – Taylorsville City Hall:

12  
13 Mr. McGrath presented the next phase (Taylorsville City Hall area) and examined the trail  
14 system area. He referenced two options available. It was mentioned that the existing sidewalk  
15 can be extended the length of City Center and could parallel I-215.

16  
17 19:18:07 Don Quigley cited a tree that needs to be trimmed on City property.

18  
19 Mr. McGrath stated that the other option, once the open space is designed, would be to add a  
20 park strip to join the trail on 5400 South before going under the freeway. He stated that the  
21 embankment design is still in process and should be available in the next few days.

22  
23 19:18:49 Phase 3 – I-215:

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25 Mr. McGrath indicated that the City is working with UDOT on this phase.

26  
27 19:21:45 Mr. McGrath noted that the proposal is for a 9-foot asphalt pedestrian and bicycle path,  
28 with at least a three-foot setback and a black vinyl coated chain link fence. He explained that  
29 this area will act as a buffer for the adjacent residential structures. He referenced Daryl  
30 Gudmundson's suggestion to beautify the embankment, but said there is no commitment from  
31 UDOT.

32  
33 19:22:17 Israel Grossman asked about the safety of the path. Mr. McGrath described the path as  
34 being more open than initially realized. Mr. Taylor stated that the path is safer than the Jordan  
35 River Trail. He relayed that UDOT has not yet commented on whether they will install a fence  
36 on the west side of the embankment.

37  
38 19:24:22 Anna Barbieri asked whose responsibility it would be to maintain the embankment as it  
39 appears to be a "no man's land." John Taylor advised that maintenance is the responsibility of  
40 the Irrigation Company. He clarified that homeowners in the area own fee title to the property.  
41 Mr. McGrath stated the need to consult with Unified Fire Authority on how to deal with this

1 segment. Potential fire issues were cited. Mr. McGrath noted that people are already using the  
2 trail.

3  
4 Phase 4 - Trail Through Ivory Homes Development:

5  
6 Mr. McGrath relayed that Ivory Homes will cover costs to provide a trail through their  
7 development. Mr. McGrath showed illustrations for this trail. He said Ivory Homes has agreed to  
8 put in an 8-foot sidewalk from the corridor into the subdivision with an enhanced streetscape, a  
9 wide park strip, and wide sidewalk. He mentioned that the trail will be shared with bicyclists  
10 and pedestrians. Mayor Johnson cited the need for a masonry retaining wall in the area.

11  
12 Phase 5 - 2200 West:

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14 Existing sidewalks will be used for this phase.

15  
16 Phase 6 - Vista Park:

17  
18 This area will use existing sidewalks and signage will be added.

19  
20 Phase 7 - 4805 South:

21  
22 19:28:52. Mr. McGrath cited a plan to use some existing sidewalks, but noted that there are  
23 some curbs and sidewalks in the area are in poor condition, so a whole new treatment is needed  
24 up to Redwood Road. He referenced a storm drain project scheduled for this street and said the  
25 plan is to have the sidewalks re-done in conjunction with that project. He indicated that there is  
26 opportunity to install a wider sidewalk, or park strip, because the residential roadway is very  
27 wide.

28  
29 19:30:31 Mr. McGrath cited a problematic area by the Family Stores, Philips 66, and Jensen Oil.  
30 He noted that this will be very expensive to fix, but once it is re-developed a streetscape along  
31 Redwood Road and a trail system can be implemented. He said that, in the meantime, the area  
32 will be striped and painted.

33  
34 Phase 8 - 4800 South:

35  
36 19:31:03. Mr. McGrath suggested using the existing sidewalk system that is almost completely  
37 in place on 4800 South. He cited the desire to insert signage, i.e. brass plaques, etc. to identify  
38 the trail and wayfinding signs.

39  
40 19:31:59 Vice-Chair Burgess cited an exciting new development project on 2100 South near  
41 Sugarhouse Park.

1 19:32:22 Mr. McGrath said that preliminary estimates show that costs will be covered by  
2 funding that is already available. He cited the prospect of connecting to the Jordan River  
3 Parkway. He relayed that when the Parleys Trail is completed in South Salt Lake, it will give  
4 access to the Bonneville Shoreline Trail and hundreds of miles of trails.  
5

6 19:33:34 Council Member Barbour asked about a timeline and questioned if the LARP  
7 Committee has reviewed the plans.  
8

9 19:34:18 Mr. Taylor advised that a bid package is being put together at this time so that the  
10 project can be finalized in the spring and completed by the end of summer.  
11

12 19:35:00 Council Member Barbour asked if the project would include treatment on 2700 West.  
13 Mr. Taylor observed that the majority of the money allocated will be spent on 2700 West  
14 improvements.  
15

16 19:35:38 Garl Fink questioned if there are plans to tie trails in to the Senior Center. John Taylor  
17 affirmed this and cited a trail that already connects the Senior Center to Taylorsville Park.  
18

19 19:36:25 Mr. McGrath stated that it is exciting to see how much bang for the buck is being  
20 produced for this kind of a trail without any cost to residents.  
21

22 19:36:50 Vice-Chair Burgess referenced tearing up sidewalks for the storm drain project and  
23 asked about final costs. Mr. Taylor stated that exact costs should be known in the next few  
24 weeks.  
25

26 19:37:24 Dale Kehl asked about connecting to Labrum Park.  
27

28 19:37:38 Mr. McGrath described ways that it will be easy to connect to Labrum Park along the  
29 Jordan Canal Road.  
30

31 19:38:00 Mr. McGrath relayed that the trail will consist of approximately 21 blocks, with about 4  
32 to 5 miles of trails.  
33

34 19:38:16 Curt Cochran asked if there has been any consideration given to creating a circular trail.  
35 Mr. McGrath stated that from the Jordan River Parkway there is access to the bridge at Millrace  
36 Park. He observed that it would be nice to get to Taylorsville High and suggested that it would  
37 be an easy addition to make this part of the plan.  
38

39 19:39:40: Mr. McGrath cited a Wayfinding Program and stated that there are plans to add maps  
40 and informational literature along the trails. He noted that this will be a positive enhancement to  
41 trails.

1 **Design Consistency Manual:**

2  
3 19:40:23 Mr. McGrath commented on wayfinding signage and stated that this is a way of making  
4 all areas compatible from a design perspective. He noted that it is important to develop a  
5 “Taylorsville look” and make sure design is contributing to that look. He cited the importance of  
6 adding wayfinding plans to the trail system and to the Design Consistency Manual Project.  
7

8 Mr. McGrath relayed that a request was made through the Wasatch Front Regional Council  
9 (WFRC) for an additional Grant of \$15,000. He noted that \$15,000 was already budgeted last  
10 year and the grant referenced could double that amount. He relayed that notice of any grant  
11 award will not be made until July. He said that a Statement of Qualifications (SOQ) for the  
12 Design Consistency Manual will be put out in the next couple of weeks with a notice that there  
13 may be a Phase II.  
14

15 **4015 West:**

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17 19:42:15 Mr. McGrath commented on the amount of conversation about this area. He stated that  
18 a feasibility analysis will be completed to address issues on 4015 West. He stated that 4015  
19 West will be added to the Neighborhood Clean-up Event in April of this year. He said that the  
20 Planning Commission will review proposals and forward some recommendations to the Council  
21 in the next few months.  
22

23 19:43:58 Mr. McGrath noted that all options for 4015 West are expensive and it is unknown  
24 which options will be done at this time.  
25

26 19:44:16 Mayor Johnson noted that any improvements completed on 4015 West would be better  
27 than the existing situation.  
28

29 19:44:31 Curt Cochran asked about an RFP notice to hire an architect, as mentioned in the  
30 December, 2013 meeting. Mr. McGrath advised that an RFP has not yet been distributed due to  
31 the recent administrative transitions. He advised that an SOQ will go out in the next couple of  
32 weeks; a committee will then evaluate proposals, and an architect will be selected.  
33

34 19:45:57 John Taylor stated that a firm will be hired for design consistency and to implement  
35 design criteria.  
36

37 19:46:26 Mr. McGrath thanked everyone for their input and noted that the purpose of the next  
38 joint meeting with the Council and the Planning Commission will be to look at park design.  
39

40 19:47:21 Mayor Johnson thanked Mr. McGrath for a great presentation.  
41

1 **5. Other Matters**

2  
3 19:47:09 There were no other matters.

4  
5 **6. Adjournment**

6  
7 19:47:12 Council Member Brad Christopherson **MOVED** to adjourn the City Council Work  
8 Session. Council Member Dama Barbour **SECONDED** the motion. Chair Overson called for  
9 discussion on the motion. There being none, she called for a vote. The vote was as follows:  
10 Christopherson-yes, Burgess-yes, Barbour-yes, Overson-yes, and Armstrong-yes. **All City**  
11 **Council members voted in favor and the motion passed unanimously.** The meeting was  
12 adjourned at 7:47 p.m.

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18 Cheryl Peacock Cottle, City Recorder

19 Minutes approved:

20  
21 *Minutes Prepared by: Cheryl Peacock Cottle, City Recorder. and Kristy Heineman, Deputy Recorder*