

City of Taylorsville
CITY COUNCIL MEETING
Minutes

Wednesday, December 3, 2014
Council Chambers
2600 West Taylorsville Blvd., Room No. 140
Taylorsville, Utah 84129

BRIEFING SESSION

Attendance:

Mayor Larry Johnson

Council Members:

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

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
Tracy Wyant, UPD Precinct Chief
Kristy Heineman, Council Coordinator
Tiffany Janzen, Public Information Officer
Stephanie Nate, Assistant City Attorney

Excused: Council Member Dan Armstrong

BRIEFING SESSION

1. Review Administrative Report

6:02:12 PM Chairman Kristie Overson 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 except Council Member Dan Armstrong who was expected to join the regular Council Meeting later via electronic means. Chair Overson called for questions on the Administrative Report and there were none.

2. Review Agenda

6:05:12 PM The agenda for the City Council Meeting was reviewed. It was noted that the report from the Budget Committee will be moved until just prior to the presentation of the City's audit report.

6:05:25 PM Council Member Dama Barbour requested that an overview be presented during the first or second week of January, 2015 from the Mayor and the City's lobbyist regarding upcoming legislative issues. She asked that this information be rendered, so that Council Members can be made aware of anything they might do to assist in legislative efforts.

3. Adjourn

6:06:44 PM Chair Overson declared the Briefing Session adjourned at 6:07 p.m.

REGULAR MEETING

Attendance:

Mayor Larry Johnson

Council Members:

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

City Staff:

John Taylor, City Administrator
Tracy Cowdell, City Attorney
Mark McGrath, Community Development Director
Tracy Wyant, UPD Precinct Chief
Cheryl Peacock Cottle, City Recorder
Scott Harrington, Chief Financial Officer
Wayne Harper, Economic Development Director
Mike Kelsey, UFA Assistant Chief
Kristy Heineman, Council Coordinator
Tiffany Janzen, Public Information Officer
Stephanie Nate, Assistant City Attorney
Marsha Thomas, Judge

Excused: Council Member Dan Armstrong

Others Present: Gordon Wolf, Jackie Willardson, Gordon Willardson, Alan Anderson, Christian Raymundo, Ed Erickson, Rob Wood, David Vallet, Ian Weltzia, Stu Wilde, Steve Faurischou, Scouts from Troop 394

1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS

6:30:02 PM Chairman Kristie Overson called the meeting to order at 6:30 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 Dan Armstrong who was expected to participate later in the meeting via electronic means.

1.1 Opening Ceremonies – Pledge of Allegiance – *Mayor Johnson*

6:30:52 PM Christian Raymundo directed the Pledge of Allegiance.

1.2 Reverence – Mayor Johnson (Opening Ceremonies For December 10, 2014 to be arranged by Council Member Armstrong)

6:31:36 PM Mayor Larry Johnson offered the Reverence.

1.3 Mayor's Report

6:33:19 PM Mayor Lawrence Johnson recognized Christian Raymundo for his contribution of a poster for the City's Veterans Day event.

6:35:02 PM Chair Overson recognized scouts from Troop 394 in attendance.

6:36:03 PM Chair Overson recognized a student in attendance from Eisenhower Jr. High.

1.4 Citizen Comments

6:36:06 PM Chairman Kristie Overson reviewed the Citizen Comment Procedures for the audience. She then called for any citizen comments.

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

2. APPOINTMENTS

There were no appointments.

3. REPORTS

3.1 Taylorsville Chamber of Commerce Report – *Alan Anderson*

6:37:11 PM Alan Anderson reported on activities of the Taylorsville Chamber of Commerce. He noted the name change during 2014. He described the Young Entrepreneur's Academy Program and the Leadership Institute.

6:38:25 PM Mr. Anderson referenced the recent ribbon cutting ceremony at the new Taylorsville Chick Fil-A. He also described activities during the "Small Business Saturday" on the weekend following Thanksgiving and illustrated banners that were provided.

6:39:43 PM Mr. Anderson referenced the many hundreds of business owners that he has networked with during his 15 years with the Chamber. He relayed that he recently introduced the CEO of an established Utah company, who wishes to find a site in Taylorsville for expansion, to Economic Development Director Wayne Harper.

6:39:57 PM Mr. Anderson referenced issues related to businesses near the through-turn intersection on 5400 South and 4000 West. He cited a downward turn in business traffic for those establishments and said that some businesses are leaving to relocate elsewhere and previous plans to remodel some businesses have been withdrawn. He referenced meetings he has had with UDOT to discuss solutions. Mr. Anderson said he has relayed feedback received to Taylorsville's Economic Development staff. He cited the desire of UDOT Transportation Planners to make changes to intersections on Bangerter Highway in order to improve traffic flow. He referenced other UDOT studies being conducted on 5400 South near Kearns.

6:41:31 PM Mr. Anderson described purposes of the Western Growth Coalition, which the Chamber helped found about five years ago and which was initially formed as a result of the Jordan District split. He described a resolution that is being shared among members of the coalition as it relates to new vehicle sales, dealerships, etc. 6:44:30 PM He invited elected officials and/or staff to attend the Western Growth Coalition meetings held on the third Monday of each month at 4:00 p.m., at the Community Room in West Jordan City Hall. Mr. Anderson reported that the group also hosts a legislative round-up during the legislative session each Saturday morning, with rotation through the local hospitals. He clarified that the coalition is made up of West Valley City, Taylorsville, Salt Lake County (Kearns/Magna), West Jordan City, South Jordan, Riverton, Herriman, and Bluffdale. He explained that the group discusses common issues and shares information that impacts their communities.

6:42:24 PM Mr. Anderson thanked the City for allowing the Chamber of Commerce to represent the business community in Taylorsville.

6:44:42 PM Chair Overson thanked Mr. Anderson for all he does for businesses in the City.

6:45:05 PM Council Member Dama Barbour **MOVED** to move Agenda Item 3.2 (Budget Committee/Audit Report) until after the presentation of the City's 2014 Audit Report and C.A.F.R. Council Member Ernest Burgess **SECONDED** the motion. Chairman Kristie Overson called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Armstrong-excused, Barbour-yes, Overson-yes, Christopherson-yes, and Burgess-yes. **All City Council members present voted in favor and the motion passed unanimously.**

3.2 Budget Committee/Audit Report – *Gordon Wolf*

7:20:23 PM Gordon Wolf, of the Taylorsville Budget Committee, reported on activities of the Budget Committee and its review of the City's Year-End Report for 2014. He described two work sessions held with the auditors and City Finance Director Scott Harrington. He described the process for review of the audit. He noted that the one minor finding cited is the first one he is aware of in the City's audit history. He gave credit to Mr. Harrington and his staff for the City's fine record.

7:22:09 PM Mr. Wolf relayed the Budget Committee's recommendation that the audit be accepted as presented. He suggested reviewing the presentation that begins on Page 48 and provides a 10-year financial history of the City.

7:22:22 PM Council Member Barbour thanked Budget Committee Members, the auditors, and City Finance Staff for their hard work.

7:22:51 PM Mr. Wolf cited some medical issues currently being experienced by Budget Committee Chair Lynn Handy.

7:23:29 PM Council Member Ernest Burgess expressed appreciation for the financial expertise of Budget Committee Members. Mr. Wolf agreed that it is a great committee.

7:25:08 PM Council Member Armstrong asked to be excused at 7:25 p.m. and noted that he will be in attendance at the next Council Meeting.

4. CONSENT AGENDA

4.1 Minutes – City Council Meeting of November 5, 2014

6:46:01 PM Council Member Brad Christopherson **MOVED** to adopt the Consent Agenda. Council Member Ernest Burgess **SECONDED** the motion. Chairman Kristie Overson called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Armstrong-excused, Barbour-yes, Overson-yes, Christopherson-yes, and Burgess-yes. **All City Council members present voted in favor and the motion passed unanimously.**

5. PLANNING MATTERS

There were no planning matters.

6. FINANCIAL MATTERS

6.1 Presentation of 2013-2014 Audit and Comprehensive Annual Financial Report (C.A.F.R.) – *Scott Harrington, Ed Erickson and Rob Wood*

6:46:54 PM Council Member Dan Armstrong joined the meeting electronically at 6:46 p.m. Chief of Finance Scott Harrington presented the Comprehensive Annual Financial Report (C.A.F.R.) for the year ended June 30, 2014. He described the audit process.

Ed Erickson and Rob Wood presented the Audit Report for the City. Mr. Erickson noted that Mr. Wood will soon be made partner within the firm that performs the City's audit.

6:51:18 PM Mr. Erickson described a meeting that auditors held with the Taylorsville Budget Committee.

6:51:52 PM Mr. Wood wished Council Member Armstrong a speedy recovery. He applauded City staff for the work performed on the audit. He relayed that the report is a "clean report." He reviewed the financial analysis performed and cited comparisons between 2013 and 2014. He referenced an increase in net position just shy of \$10 million. He gave a breakdown on the basis for the large increase since last year.

6:55:14 PM Mr. Wood reviewed and reported on individual governmental funds. He discussed the Economic Development Fund. He cited a 17.7% fund balance and said that is right where the City needs to be.

6:59:27 PM Mr. Wood acknowledged that none of the City funds exceeded appropriations in the budget. He reviewed additional compliance reports that were prepared in addition to financial

statements. He reported that no deficiencies in internal controls were identified. He noted one instance of non-compliance that was reported. He explained that when a certain amount is received in federal grants, there are varying requirements and federal guidelines. He cited meetings with Kathy Ricci and Ken Donarski and described one instance when sub-recipients of CDBG funds were not appropriately monitored due to Ms. Ricci's health issues. Mr. Wood said that, otherwise, Ms. Ricci and Mr. Donarski do a great job for the City. Mr. Wood confirmed that the issue will not impact future CDBG funding. He described what specifically transpired with the lack of monitoring of sub-recipients. Mr. Erickson indicated that this was technically a non-communication issue. Mr. Harrington noted that controls are now in place to ensure that this does not transpire in the future. He relayed that he is now meeting with Mr. Donarski monthly and if monitoring is not done in a timely manner, City staff will take care of it in the future.

7:08:57 PM Mr. Wood cited testing requirements of the State Auditor's Office that change annually. He referenced a new schedule to show state funds that have been spent to date.

7:11:24 PM Mr. Wood said that he is happy to give the City a clean report.

7:12:07 PM Council Member Armstrong complimented the auditors and City staff on providing a very comprehensive report. He also commended members of the Taylorsville Budget Committee for their hard work, especially Budget Chair Lynn Handy. Chair Overson expressed appreciation to Council Member Armstrong for his expertise in budgetary matters.

7:13:25 PM Mr. Erickson stated that Taylorsville has a very effective Budget Committee.

7:14:46 PM Chair Overson expressed the Council's appreciation to the auditors and to City Finance Staff for their labor-intensive efforts.

7:15:26 PM Council Member Armstrong recommended that Council Members read some of the introductory documents included in the audit report.

7:16:07 PM Mr. Wood reviewed the summary letter regarding the City's audit and noted that GASB 67 will be effective next year. Mr. Wood cited the City's share of liability for unfunded portions of contributions to Utah Retirement Systems. Mr. Erickson described the way the City's portion of liability for unfunded portions of retirement contributions will be shown on financial statements in the future. Mr. Wood described a minor conversion that was made in regard to expenses and liabilities.

7:19:43 PM Mr. Harrington asked that any questions on the audit be directed to him.

7:25:54 PM Council Member Barbour asked for clarification on capital grants contributions and revenue sources. Mr. Harrington confirmed that the difference between expenses and revenue

does not have to be given back, but will fall to the fund balance with an accounting and the ability to spend the remaining funds next year.

7:27:47 PM Council Member Dama Barbour inquired about steps for CDBG fund recipients to request reimbursement and Mr. Harrington described the process. He confirmed that all recipients took the step to seek reimbursement for their approved amounts.

Council Member Brad Christopherson **MOVED** to accept and approve the 2013-2014 Audit Report and C.A.F.R., as presented. He also asked that Mr. Harrington come back later in the year to report on controls and corrections that have been made. Council Member Dama Barbour **SECONDED** the motion. Chairman Kristie Overson called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Armstrong-excused, Barbour-yes, Overson-yes, Christopherson-yes, and Burgess-yes. **All City Council members present voted in favor and the motion passed unanimously.**

7. OTHER MATTERS

7.1 Discussion Regarding City Council Advisory Assignments – *Council Chair Overson*

7:30:25 PM Chair Overson called for any changes needed to the current Council Advisory assignments. All Council Members present confirmed that they are comfortable with their current assignments. Council Member Barbour cited the benefit of maintaining continuity. Chair Overson stated a need to follow-up with Council Member Armstrong regarding his assignments. She observed that, at this point, she sees no reason to make any changes to assignments. She reminded the Council of the importance of attending meetings for those committees they advise and suggested that, if they are not able to attend, they notify the Council Coordinator and arrange for someone else to cover their assignment.

7:32:48 PM Council Member Ernest Burgess stated his concern that communication be improved with committees. Council Member Dama Barbour cited a plan to hold a calendaring meeting with committee chairs at the first of the year and coordinate the event calendar. She said this was a great idea from one of the committee chairs at the previous meeting.

7:34:32 PM Council Coordinator Kris Heineman confirmed that a meeting for the Council and Committee Chairs has been scheduled for January 28, 2015 to discuss committee activities and coordinate schedules for the coming year.

8. NEW ITEMS FOR SUBSEQUENT CONSIDERATION (No Action)

There were no new items for subsequent consideration.

9. NOTICE OF FUTURE PUBLIC MEETINGS (NEXT MEETING)

7:35:44 PM

- 9.1 **Planning Commission Meeting - Tuesday, December 9, 2014– 7:00 p.m.**
- 9.2 **City Council Briefing Session – Wednesday, December 10, 2014 – 6:00 p.m.**
- 9.3 **City Council Meeting – Wednesday, December 10, 2014 – 6:30 p.m.**

10. CALENDAR OF UPCOMING EVENTS

7:35:56 PM

- 10.1 ***Saturday with Santa: Saturday, December 13, 2014 – 2:00 – 4:00 p.m.***
Taylorsville Bennion Heritage Center located at 1488 West 4800 South
- 10.2 ***Taylorsville Food Pantry Holiday Food Drive: Food donations can be made at the following locations:***
 - A. **Behind Taylorsville Senior Center located at 4775 South Plymouth View Drive:**
Hours: Mondays – 1:00 – 3:00 p.m., Wednesdays: 4:00 – 6:00 p.m. and Saturdays: 10:00 a.m. to 12:00 Noon.
 - B. **Taylorsville City Hall: 2600 West Taylorsville Blvd.:**
Hours: Monday – Friday: 8:00 a.m. – 5:00 p.m.

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

7:36:41 PM It was determined that a Closed Session was not needed and no Closed Session was held.

12. ADJOURNMENT

Council Member Brad Christopherson **MOVED** to adjourn the City Council Meeting. Council Member Dama Barbour **SECONDED** the motion. Chairman Kristie Overson called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Armstrong-excused, Christopherson-yes, Barbour-yes, Overson-yes, and Burgess-yes. **All City Council members present voted in favor and the motion passed unanimously.** The meeting was adjourned at 7:37 p.m.


Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 01-07-15

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder