

City of Taylorsville
CITY COUNCIL MEETING
Minutes

Wednesday, January 18, 2017
Council Chambers
2600 West Taylorsville Blvd., Room No. 140
Taylorsville, Utah 84129

BRIEFING SESSION

Attendance:

Mayor Lawrence Johnson

Council Members:

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

City Staff:

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

6:00 BRIEFING SESSION

Chairman Brad Christopherson 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.

1. Review Agenda

[6:03:26 PM](#) The agenda for the City Council Meeting was reviewed. Chair Christopherson noted that Prosecutor Stephen Aina has asked to be excused tonight and his report will be rescheduled for a future meeting.

Chair Christopherson referenced discussion that will be held during the regular meeting regarding plans for future Work Sessions.

[6:04:59 PM](#) Chair Christopherson called for any matters for subsequent consideration. City Attorney Tracy Cowdell cited intention to present a proposed ordinance regarding franchise agreements for review during the first City Council Meeting in March.

2. Adjourn

[6:07:07 PM](#) Chairman Christopherson declared the Briefing Session adjourned at 6:07 p.m.

REGULAR MEETING

Attendance:

Mayor Lawrence Johnson

Council Members:

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

City Staff:

John Taylor, City Administrator
Tracy Cowdell, City Attorney
Mark McGrath, Community Development Director
Saul Bailey, UPD Lieutenant
Cheryl Peacock Cottle, City Recorder
Scott Harrington, Chief Financial Officer
Jay Ziolkowski, UFA Battalion Chief
Kristy Heineman, Council Coordinator
Tiffany Janzen, Public Information Officer
Michael Kwan, Judge
Kary Webb, Clerk of the Court
Shay Smith, City Engineer
Wayne Harper, Economic Development Director

Others: Charlie Evans, Chris Bown, Gordon Willardson, Arianna Jones, Curt Cochran, John Warnas, Malia Hansen, Meredith Harker, Anthony Haynes, Ray Johnson, Scouts from Troop 221, Troop 394, and Troop 1069.

1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS

[6:29:52 PM](#) Chairman Brad Christopherson 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.

1.1 Opening Ceremonies – Pledge/Reverence – *Mayor Johnson* (Opening Ceremonies for February 1, 2017 to be arranged by Youth Council)

Mayor Lawrence Johnson directed the Pledge of Allegiance.

[6:31:00 PM](#) Taylorsville Planning Commissioner John Warnas offered the Reverence by sharing a quotation from Nelson Mandela.

1.2 Mayor's Report

There was no Mayor's Report given.

1.3 Citizen Comments

[6:34:59 PM](#) Chairman Christopherson recognized scouts in attendance from Troop 221, Troop 394, and Troop 1069. Mayor Lawrence Johnson reminded scouts that they may contact the City for ideas on potential Eagle projects if needed.

Chair Christopherson recognized members of the Taylorsville Youth Council who are job shadowing, as follows: Arianna Jones with City Recorder Cheryl Peacock Cottle and Malia Hansen with Council Member Kristie Overson.

[6:35:04 PM](#) Chairman Brad Christopherson reviewed the Citizen Comment Procedures for the audience. He then called for any citizen comments. There were no citizen comments, and Chairman Christopherson closed the citizen comment period.

2. APPOINTMENTS

There were no appointments.

3. REPORTS

3.1 Legislative Policy Update – *Charlie Evans*

[6:35:29 PM](#) Lobbyist Charlie Evans gave an update on current legislative activities. He noted that the legislative session will begin on January 23, 2017. He observed that there will likely be many issues that will impact cities. He called for any matters that the City would like to pursue.

[6:38:25 PM](#) Mr. Evans confirmed that he works closely with the Utah League of Cities and Towns on legislative matters.

[6:39:17 PM](#) Council Member Dama Barbour noted that transportation is always a big issue for cities and inquired if there is anything particular of which to be aware. Mr. Evans indicated that he is not aware of anything specific at this point, but there may be 40 to 45 bills that could have some impact on Taylorsville.

[6:40:02 PM](#) Mr. Evans thanked the City for the opportunity to work with them on legislative matters.

[6:40:29 PM](#) City Attorney Tracy Cowdell referenced recent audits that have been performed on local entities. Mr. Evans acknowledged that this may be a big topic with the legislature this year, especially with special districts. He noted that an audit has been completed of the Utah League of Cities and Towns, although results have not yet been made public. He observed that reported findings may drive a lot of legislation this year. Mr. Cowdell asked that Mr. Evans continue monitoring this issue for any impact on Taylorsville.

3.2 Municipal Justice Court Report – *Judge Michael Kwan*

[6:41:32 PM](#) Judge Michael Kwan presented a report on activities of the Taylorsville Justice Court. He referenced court statistics that were previously provided in a report to the Council and called for any questions.

[6:42:31 PM](#) Chair Christopherson cited the reduction in backlogged caseload. The Judge acknowledged that court clerks are working very hard on warrant validation, etc. in order to perform debt collection and move cases off of City books and over to the State Office of Debt Collection.

[6:42:58 PM](#) Council Member Kristie Overson observed that numbers look good this year in comparison to last year. Judge Kwan cited efficiencies that have been gained. He referenced a steady decrease in cases that are outdated. He noted that the court has no control over case filings. He commended Taylorsville officers for doing a remarkable job. He noted that

Taylorsville prosecutors are on top of cases. The Judge commended prosecutors for knowing the difference between justice and simply winning. He also relayed that public defenders are wonderful advocates for their clients, but also get along well with the prosecutors. Judge Kwan stated that he is pleased with how things are going in the court.

[6:47:24 PM](#) Clerk of the Court Kary Webb commended court staff for their hard work during staffing shortages to ensure that customer service has not been affected. She explained that the court normally has a staff of nine and it is currently down to six. She relayed that there is now an internal posting for a Judicial Case Manager. She described how clerks are absorbing the extra work. Ms. Webb cited a request for an additional \$8,000, through a mid-year budget adjustment, to the Court's salaries line in order to offer overtime options and cover a temporary judge when Judge Kwan is on leave. She noted that there is an additional court employee who now needs extended leave.

[6:50:43 PM](#) Council Member Dama Barbour called for clarification on staffing numbers and thanked court employees for all they do.

[6:51:58 PM](#) Council Member Kristie Overson confirmed that court staff prefers to take on the extra load for extra pay rather than bringing on temporary personnel. Ms. Webb observed that there would be a learning curve when hiring someone new and said she believes overtime is the best way for now. She indicated that the vacant spot will be filled and it is hoped to have one clerk return to work in 6 to 8 weeks, with another one in March; another is out for an unknown extended period of time.

[6:53:43 PM](#) Judge Kwan noted ways that overtime work of the clerks increases his own workload. He cited appreciation for the ability to donate leave hours to employees in time of need. He said this helps ease the financial burden for staff members when something unexpected occurs.

[6:55:31 PM](#) Ms. Webb addressed the warrant validation process. She observed that the improved numbers are a direct result of that process, as it impacts the number of warrants being served.

[6:56:38 PM](#) Council Member Kristie Overson inquired whether the Court has up to date resources and adequate technology to do their jobs. Judge Kwan explained that the Municipal Court has the programs that are provided by the State. He indicated he is looking forward to a time when all the programs can communicate with each other. He indicated that there is a wish list, but the Taylorsville Court is making do with the most current versions of software provided.

[6:59:03 PM](#) Ms. Webb relayed that the CORIS program is being rewritten to correspond with other programs. She described ways that this will be advantageous. It was indicated that it may be two to three years before this is available to the Taylorsville Justice Court.

3.3 Prosecutors/Indigent Defense Report – *Chris Bown*

[7:01:08 PM](#) Chris Bown reported on indigent defense services provided in the Taylorsville Justice Court and reviewed statistics for the previous quarter. Mr. Bown cited four associates and three partners who are available to come into the Taylorsville Court. He relayed that all members of the firm, except one, now speak Spanish. He agreed that there is a respectful relationship with the prosecution team.

[7:03:02 PM](#) Mr. Bown described a bench trial held earlier in the day when an issue regarding false identification was resolved due to the efforts of a Taylorsville Police Officer. He referenced defenders' goals to zealously represent clients and commended the prosecution and officers for doing their jobs correctly in Taylorsville.

[7:04:41 PM](#) City Attorney Tracy Cowdell relayed that it is a pleasure working with Mr. Bown and the other public defenders. He observed that there is a good working relationship with them. He noted that the City benefits from defenders who also handle immigration law. He said this is an important piece that is not often recognized, but makes a positive impact in the court. Mr. Cowdell also stated that Judge Kwan and Ms. Webb have done a good job transitioning to one judge in the court and should be recognized for their efforts.

4. CONSENT AGENDA

There were no matters for the Consent Agenda.

5. PLANNING MATTERS

There were no Planning Matters.

6. FINANCIAL MATTERS

6.1 Mid-Year Budget Amendments – *Scott Harrington*

[7:07:06 PM](#) Chief of Finance Scott Harrington reviewed needed mid-year amendments to the 2016-2017 Fiscal Year Budget. He indicated that an overview of the proposed amendments will be given tonight and presented to the Council for review over the next two weeks. He said he is happy to answer questions individually after Council Members have had a chance to review the proposed amendments prior to the next Council Meeting.

[7:07:58 PM](#) Mr. Harrington relayed that roughly \$1.9 million is being added to the budget. He stated that the majority of this is due to an increase in building permits, sales tax revenue, B&C road funds, and a transfer of \$1.75 million from the fund balance to capital projects. He indicated that this will reduce the fund balance down to 21.5%. Mr. Harrington noted that the City's policy is set at 19.5% for a minimum fund balance. He said the majority of the transfer to capital projects will be used toward payment for the Performing Arts Center. He also cited a small transfer to the cemetery fund for future needs, as all lots eventually sell out.

[7:09:33 PM](#) Mr. Harrington reviewed proposed adjustments to expenses, as follows: \$80,000 to add a police officer (half-year) and a vehicle purchase; grants for police; a grant for the Heritage Center; and a reduction to the benefits line because too much was budgeted in some departments.

Mr. Harrington noted that a public hearing on the proposed mid-year budget amendments will be held during the February 1, 2017 City Council Meeting.

[7:10:35 PM](#) Council Member Dan Armstrong suggested that the proposed amendments be reviewed during the upcoming Budget Committee Meeting. Other Council Members indicated they would like to attend that meeting. Mr. Harrington noted that if a quorum of the Council is present, the committee meeting must be noticed. It was agreed to notice the Budget Committee Meeting accordingly.

[7:12:31 PM](#) Council Member Kristie Overson requested that a summary of the proposed budget amendments be provided, as it would be helpful to her for review. Mr. Harrington agreed to provide such.

7. OTHER MATTERS

7.1 Discussion Regarding Upcoming Work Sessions

[7:13:09 PM](#) Chairman Brad Christopherson called for discussion regarding the planning of future Work Sessions for the purpose of receiving updates on City projects, etc. He referenced a prepared list of "State of the City Planning Meeting Topics" and called for input with ideas from other Council Members.

[7:13:44 PM](#) Chair Christopherson noted that he recently had a discussion with City Attorney Tracy Cowdell regarding a review of Taylorsville City Code. It was indicated that the City Attorney will provide an overview of needed updates from a legal standpoint.

[7:14:35 PM](#) Chair Christopherson expressed a desire to review the top five issues in Code Enforcement in order to identify any legislative assistance and help streamline efficiencies for Code Enforcement staff.

[7:15:09 PM](#) It was noted that Council Member Barbour called for an update on Economic Development efforts. Council Member Overson agreed with the need to discuss Economic Development and also recommended that a report on the status of public safety be added.

[7:15:52 PM](#) Council Member Dan Armstrong suggested adding a wish list of capital projects, i.e. parks, etc. that are not already included in current projects.

[7:16:17 PM](#) Council Member Dama Barbour relayed that her list falls under capital projects, i.e. walls, Redwood Road beautification, and needed parking for Bennion Park. She said she would also like to see a pedestrian trail implemented in connection with the Summit Vista development.

[7:17:58 PM](#) Council Member Kristie Overson confirmed that, as the Council plans and participates in these Work Session meetings, a State of the City report will be received in order to prioritize projects prior to the budget season.

[7:18:41 PM](#) Chair Christopherson stated that a Work Session is planned for the second week in March and Administration will provide reports, but everything may not be covered in one night. He indicated that priorities will be set and a couple of Work Sessions will be planned for review.

[7:19:15 PM](#) City Administrator John Taylor indicated that, in regards to Economic Development, a status report will be provided on those centers where a lot of time and focus is being spent. Chair Christopherson observed that adding residential doors to commercial developments is currently a big topic. He noted that Taylorsville is the most densely populated city in the state and said this should be kept in mind when considering an increase in density.

[7:19:22 PM](#) Chair Christopherson explained that he would also like to hear of any wish lists or needs from Administration. He noted that he would like to capitalize on the current momentum in the City. He said that additional ideas will be added to the list and provided in final form to Administration within 10 days. He asked that Council Members give any other input to Council Coordinator Kris Heineman for inclusion on the list. Council Chair Christopherson observed that this list will be a good foundation to start discussion in a Work Session setting and in order to plan and prioritize budgets 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)

[7:21:37 PM](#)

9.1 Planning Commission Meeting – Tuesday, January 24, 2017 – 7:00 p.m.

9.2 City Council Briefing Session – Wednesday, February 1, 2017 – 6:00 p.m.

- 9.3 City Council Meeting – Wednesday, February 1, – 6:30 p.m.
- 9.4 Planning Commission Meeting – Tuesday, February 14, 2017 – 7:00 p.m.
- 9.5 City Council Briefing Session – Wednesday, February 15, 2017 – 6:00 p.m.
- 9.6 City Council Meeting – Wednesday, February 5, 2017 – 6:30 p.m.
- 9.7 Planning Commission Meeting – Tuesday, February 28, 2017 – 7:00 p.m.

10. CALENDAR OF UPCOMING EVENTS

[7:22:29 PM](#) Council Member Kristie Overson noted that the Taylorsville Youth Council will be participating at the upcoming “Day at the Legislature” in a mock debate on whether there should be mandatory drug testing in schools.

- 10.1 *Local Officials Day at the Legislature* – Wednesday, January 25, 2017 – 8:00 a.m. – 2:00 p.m.
- 10.2 *Celebration of “Friendship and Love” Through Music and Song* – February 10 & 11, 2017 at 7:00 p.m. – Taylorsville Senior Center (4743 Plymouth View Drive). See City Website for More Details.
- 10.3 *Taylorsville Art Show* – February 10, 2017, 2:00 p.m. – 7:00 p.m.; and February 11, 2017, 10:00 a.m. – 2:00 p.m. – Taylorsville Senior Center (4743 Plymouth View Drive). See City Website for More Details.

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

[7:23:17 PM](#) It was determined that a Closed Session was not needed and no Closed Session was held.

12. ADJOURNMENT

[7:23:20 PM](#) Council Member Dama Barbour **MOVED** to adjourn the City Council Meeting. Council Member Kristie Overson **SECONDED** the motion. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 7:23 p.m.

Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 02-01-17

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder

