

City of Taylorsville
Special City Council Meeting
Minutes

Wednesday, January 28, 2015
Conference Room #202, City Hall
2600 West Taylorsville Blvd.
Taylorsville, Utah 84129
6:30 p.m.

Attendance

Council Members:

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

City Staff:

Tiffany Janzen, Public Information Officer
Cheryl Peacock Cottle, City Recorder
Kris Heineman, Council Coordinator

Others: Howard Wilson (Arts Council); Lynn Handy (Budget Committee); Connie Taney (Historic Preservation Committee); Keith Sorensen (LARP Committee); Jeffrey Summerhays (Green Committee); Joan Thalmann (LARP Committee)

1. Welcome, Introduction and Preliminary Matters – *Chairman Overson*

6:33:34 PM Chair Kristie Overson called the Special City Council Meeting to order at 6:33 p.m. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present.

2. Public Information Officer Discussion – *Tiffany Janzen*

6:33:59 PM Public Information Officer Tiffany Janzen discussed her role in the City and her communication goals. She described communication tools that can be used to advertise committee events, i.e. social media (Facebook and Twitter), the Taylorsville Journal, and press releases.

6:37:51 PM Ms. Janzen stressed the importance of having detailed event information provided to her at least 90 days in advance of an event date.

6:40:00 PM Ms. Janzen called for questions. She clarified that when something is submitted for inclusion in the Taylorsville Journal it will be prioritized according to space and importance.

6:41:39 PM Connie Taney commended Ms. Janzen on the Taylorsville Journal content, i.e. the "Year in Review," etc. Ms. Janzen called for ideas on anchor stories in the Journal.

6:42:57 PM Lynn Handy commended Ms. Janzen on her communication efforts. It was confirmed that the Journal goes to both businesses and residences. Ms. Janzen requested that she be notified if there are any Taylorsville residents known to not be receiving the Journal.

6:44:31 PM Discussion was held regarding locations where the Journal can be picked up. It was noted that electronic issues of the Journal are available on the City's website.

6:45:55 PM Vice-Chair Burgess suggested that feedback regarding Journal submissions on events be copied to both the Committee Chair and the Council Advisor.

6:47:04 PM Ms. Janzen inquired about any committees that are currently seeking additional members. It was clarified that volunteer applications are available on the City website. Chair Overson cited the need to review each committee and evaluate membership.

3. Discussion on Committee Members/Roster – *Kristy Heineman*

6:49:04 PM Council Coordinator Kristy Heineman referenced copies of the City's ordinance regarding committees and asked that committee chairs become familiar with the content regarding committee membership and mission statements, etc. Ways to advertise committee needs were discussed.

6:50:17 PM Council Coordinator Kristy Heineman distributed committee membership lists and the City's ordinance regarding committee membership. She noted that there is a clause for removing inactive committee members from committees.

6:51:48 PM Ms. Heineman distributed a form to update information regarding individual committees and their officers. She noted that committee chairs should be appointed or reappointed by the City Council during a Council Meeting every year. She relayed that her job is to help volunteer committees communicate with city staff, the City Council, or citizens in relation to event planning. Ms. Heineman further clarified that Ms. Janzen's role is to advertise approved events and her own role is to help facilitate communication with committee advisors and others regarding the City's potential support of events. Once an event is officially set, the

event information should be provided directly to Ms. Janzen. Any questions or needs regarding a potential event should be communicated through Ms. Heineman.

4. **Calendaring Events for 2015 – Committee Chairs**

6:53:33 PM Ms. Heineman called for known event dates from each committee to be added to the City's calendar.

6:54:11 PM Jeffrey Sean Summerhays introduced himself as the Sustainability Coordinator for the Wasatch Front Waste and Recycling District and Chair of the Taylorsville Green Committee. He described annual events for the Green Committee, as follows:

- *Earth Day Collection Event* (waste collection) to be scheduled the Saturday before or after Earth Day (April 22, 2015)
- *Water Conservancy Seminar* in conjunction with the Jordan Valley Water Conservancy District (scheduled between April and Taylorsville Dayzz at the end of June)
- Participate in the City's booth at *Taylorsville Dayzz* to provide information regarding waste collection and conservation promotion
- *Bike Event* (date to be determined, but likely an afternoon in September, 2015)

7:02:06 PM Council Member Armstrong noted that the Jordan River Commission will be doing an *Into the River* event in late June, 2015.

7:03:20 PM Vice-Chair Ernest Burgess suggested conducting the *Earth Day Collection* event in conjunction with the *Annual City-Wide Clean-Up*.

7:04:15 PM Keith Sorensen, Chair of the Leisure Arts Recreation and Parks (LARP) Committee, described events and advertising dates planned by the LARP Committee, as follows:

- *Tree-Planting Activity* sometime around Earth Day, which is April 22, 2015
- Advertising for *Community Garden* plots, March 2, 2015 (with input from Toni Lenning)
- Advertise for *Home/Yard Beautification Awards*, April 6, 2015 (may combine several months of awards for joint presentation at City Council Meetings)
- *Remember Me Garden*, with a groundbreaking for Memorial Day (planting a rose garden and placing a plaque in honor of Taylorsville residents), possibly to be located by the Taylorsville Senior Center
- *5K Run* during Taylorsville Dayzz
- Present the *Home/Yard Beautification Awards* during the July 15, 2015 City Council Meeting

- *City-Wide Service Project*, with family participation on a Monday evening (possibly August 10, 2015) to perform clean-up activities and parks/streetscape beautification
- Present *Home/Yard Beautification Awards* during the September 16, 2015 City Council Meeting
- Advertise for the *October Decorating Contest*, October 6, 2015
- Present *Halloween Decoration Awards* during the October 21, 2015 City Council Meeting
- Advertise for the *Christmas Decorating Contest* around December 1, 2015
- Present the *Christmas Decoration Awards* during the December 16, 2015 City Council Meeting (this could be moved to a January, 2016 Council Meeting)

7:07:19 PM Connie Taney noted that the Greenhouse plantings will begin on March 7, 2015 and the Community Garden will open in April. Ms. Janzen cited dates for plantings, classes, etc. that will be advertised in the February Journal in conjunction with the Community Garden and Greenhouse.

7:10:18 PM Discussion was held regarding ideas for a *Remember Me Garden*. It was clarified that rose bushes would be donated and then maintenance could be done by volunteers, with some oversight by the City.

7:13:37 PM Council Members expressed support for the idea of a *Remember Me Garden*. Mr. Sorensen agreed to plan on presenting specific information on the proposal during the March 4, 2015 City Council Meeting.

7:14:41 PM Chair Overson relayed that the Healthy Taylorsville Committee Chair has recently resigned and there are presently only two members on that committee, so the status of the *5K Run* is up in the air. Mr. Sorensen called for review of the event regarding return on investment. He indicated that the LARP Committee is not interested in spearheading the *5K Run*.

7:17:53 PM Vice-Chair Burgess stated that a new Healthy Taylorsville Committee Chair may be appointed soon but, in the meantime, the *5K Run* event should be put on hold.

7:19:41 PM It was agreed to advertise in the Taylorsville Journal to request nominations for the *Home/Yard Beautification Awards* in April, with a cut-off for consideration the end of June.

7:23:02 PM Connie Taney, Chair of the Historic Preservation Committee, described upcoming committee events, as follows:

- *Elementary School Tours* of the Heritage Center/Museum during April, May and June, 2015
- *Tombstone Tales* on September 10, 11 & 12, 2015 (in coordination with the Arts Council and the Taylorsville Cemetery)
- *National Museum Day* on September 26, 2015
- *Saturday with Santa* to be scheduled either December 5 or December 12, 2015.

Ms. Taney listed additional meetings and events that are hosted at the Taylorsville-Bennion Heritage Center. She invited everyone to come and visit the museum. She described volunteer responsibilities/agreements for the care of farm animals at the Jones Farm/Heritage Center.

7:29:57 PM Ms. Taney cited the upcoming 20-year anniversary for the City of Taylorsville in July, 2016. Ms. Taney called for input on ideas for an anniversary celebration. Enthusiasm was expressed by all regarding the opportunity to commemorate Taylorsville's 20-year anniversary. Discussion was held regarding how to incorporate the 20-year anniversary theme throughout the entire year of 2016.

7:32:48 PM Howard Wilson, Chair of the Taylorsville Arts Council, distributed a list of upcoming Arts Council events and described them, as follows:

- *Taylorsville Arts Show* to be held in the Taylorsville Senior Center February 23 through February 28, 2015
- The Arts Council will support the *Urban Cart Dart* on March 7, 2015 by helping to set up and judge the event
- *Taylorsville Symphony Orchestra Concerts* at Taylorsville High School on March 5, 2015 and April 30, 2015
- *Taylorsville Dayzz* on June 25 - 27, 2015
- *Summer Musical ("Joseph...")* on July 9 - 14, 2015 to be held at either Taylorsville High School or the Salt Lake Community College Amphitheater
- *Tombstone Tales* on September 10 - 12, 2015 at the Taylorsville Cemetery
- *Taylorsville's Got Talent* at the Taylorsville Senior Center on October 23, 2015 (this event will be held one last time to see if participation improves)
- *Taylorsville Symphony Orchestra* will have two more fall concerts (fall dates to be determined)
- Bring *Santa* into the City building in December (will work with Historic Preservation Committee)
- *Chalk it Up* (a sidewalk chalk art event at City Hall) to be held the end of summer

Ms. Janzen suggested tying the *Sidewalk Chalk Art* event into the *Movies in the Park* events. Council Member Armstrong said that in future years this could possibly be tied in with the new trail system. Discussion ensued regarding the *Movies in the Park*.

7:42:17 PM Budget Committee Chair Lynn Handy relayed that the Budget Committee has three responsibilities, as follows:

- Review of the City's Budget
- Review of the City Audit
- Review of the City's Financial Reports

Mr. Handy indicated that the Budget Committee is looking for additional members and hopes to interview and appoint more members soon.

7:43:41 PM Mr. Sorensen mentioned that the Taylorsville Exchange Club will also sponsor the *Pinwheel Garden* at Taylorsville City Hall during April, 2015 in support of *Child Abuse Prevention Month*.

7:44:08 PM It was agreed that this meeting was very beneficial. It was confirmed that minutes from this meeting will be made available as soon as possible.

7:45:12 PM Ms. Taney suggested that all city-sponsored events be added to the event calendar, i.e. the *Veterans Day Event*, etc. Ms. Janzen gave explanation on how events are currently published on the City website.

7:47:01 PM Council Member Armstrong suggested that committees can work together to support one another's events and help them be successful. Mr. Summerhays cited the need for additional manpower on some of the Green Committee's events and agreed with the need for committees to assist one another.

7:48:31 PM Vice-Chair Burgess concurred with the importance of committees supporting one another in order to help create stronger committees and a better sense of community.

7:48:40 PM Ms. Heineman cited an email received from Peggy Sadler, of the Public Safety Committee, regarding three events usually sponsored by the Public Safety Committee, as follows:

- *Taylorsville Dayzz*
- *Night Out Against Crime* (usually in August)
- *Emergency Preparedness Fair* (likely in September)

7:49:25 PM Council Member Dama Barbour expressed her appreciation to all volunteers and committee members in the City.

5. Other Matters

There were no other matters.

6. Adjournment

7:49:38 PM Council Member Brad Christopherson **MOVED** to adjourn the Special City Council Meeting. Council Member Dama Barbour **SECONDED** the motion. Chair Overson for discussion on the motion. There being none, she called for a vote. The vote was as follows: Christopherson-yes, Burgess-yes, Barbour-yes, Overson-yes, and Armstrong-yes. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 7:49 p.m.


Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 02-04-15

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder