

City of Taylorsville
CITY COUNCIL MEETING
Minutes

Wednesday, January 8, 2014
Council Chambers
2600 West Taylorsville Blvd., Room No. 140
Taylorsville, Utah 84129

BRIEFING SESSION

Attendance:

Mayor Larry Johnson

Council Members:

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

City Staff:

John Inch Morgan, City Administrator
John Brems, City Attorney
Cheryl Peacock Cottle, City Recorder
Scott Harrington, Chief Financial Officer
Mark McGrath, Community Development Director
John Taylor, Community Service Division Director
Donald Adams, Economic Development Director
Tracy Wyant, UPD Precinct Chief
Jay Ziolkowski, UFA Bureau Chief
Kristy Heineman, Deputy Recorder

BRIEFING SESSION

1. Review Administrative Report

Chairman Dama Barbour conducted the Briefing Session, which convened at 6:00 p.m. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present. Chairman Barbour called for questions on the Administrative Report, and there were none.

2. Review Agenda

The agenda for the City Council Meeting was reviewed. It was mentioned that there are changes to some of the committee meetings. Chair Barbour suggested that Council Coordinator Kris Heineman research this and follow-up with the Council. City Administrator John Inch Morgan recommended appointing Cheryl Peacock Cottle as City Recorder and tabling the appointment of a City Treasurer until the January 22, 2014 Meeting after a City Administrator has been hired.

18:10:19 Council Member Kristie Overson cited an email received from John Inch Morgan about an elected officials' webinar. She inquired if this would be an opportunity to do training online. Mr. Morgan confirmed this.

3. Adjourn

18:10:57 Chair Barbour declared the Briefing Session adjourned at 6:10 p.m.

REGULAR MEETING

Attendance:

Mayor Larry Johnson

Council Members:

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

City Staff:

John Inch Morgan, City Administrator
John Brems, City Attorney
Mark McGrath, Community Development Director
Tracy Wyant, UPD Precinct Chief
Cheryl Peacock Cottle, City Recorder
John Taylor, Community Service Division Director
Scott Harrington, Chief Financial Officer
Donald Adams, Economic Development Director
Jay Ziolkowski, UFA Bureau Chief
Kristy Heineman, City Council Coordinator
Rhetta McIff, Neighborhood Services Coordinator
Jean Ashby, Economic Development Admin Asst.

Citizens: Royce Larsen, John Gidney, Aimee Newton, Abigail Oligario, Annika Thorup, Aubree Newton, Chelsea Candland, Cheyanne Bradshaw, Cole Arnold, Emmy Beck, Janet Tran, Jasey Wyatt, Jessica Forsyth, Katherine Clark, Kaylee Marshall, Kendra Peterson, Marche Ramirez, Marin McIff, Melanie Farronay, Spencer Braithwaite, Tyler Newton, Miranda Rankin, Gano Hasanbegovic, Jaden Muir, Anne Tobin, Joshua Warnock, Daryl Gudmundson, Brett McIff, Brent Garside, Jerry Milne, Marche Ramirez, Detective Brett Miller, Lt. Randy Thomas, Officer Trina Chacon, Members of Scout Troops 664 and 771

1. WELCOME, INTRODUCTION AND PRELIMINARY MATTERS

18:30:23 Chairman Dama Barbour 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 of Allegiance – Youth Council

Youth Council Member Spencer Braithwaite directed the Pledge of Allegiance.

1.2 Reverence – Youth Council (Opening Ceremonies For January 22, 2014 to be arranged by Council Member Burgess)

Youth Council Member Annika Thorup offered the Reverence.

1.3 Citizen Comments

18:32:0418:32:06 Chairman Dama Barbour reviewed the Citizen Comment Procedures for the audience. She then called for any citizen comments.

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

1.4 Mayor's Report

18:33:02 The Mayor reported that he has been visiting various Taylorsville businesses and meeting with residents over the past few weeks and has learned much from these visits. He praised City Administrator John Inch Morgan for the great job he has done for the city for the past 17 years and stated that he would be missed. Mayor Johnson welcomed new City Council Member Daniel J. Armstrong. The Mayor stated that he is excited to work with the Council. Mayor Johnson commented that he will be traveling to Washington D.C. for the Conference of Mayors later this month. He relayed that he is looking forward to bringing back ideas that will help the City grow.

18:35:53 Chair Barbour mirrored Mayor Johnson's sentiments regarding Mr. Morgan leaving his position. She wished him the best and thanked him for his many years of service. She welcomed Council Member Armstrong. Chair Barbour recognized members of Scout Troops 664 and 771.

2. APPOINTMENTS

2.1 2014 Appointments of Individuals to Serve as Taylorsville Youth Ambassadors and as Members of the Taylorsville Youth Council - *Vice-Chair Kristie Overson*

Vice-Chair Kristie Overson introduced the following individuals nominated to serve as Taylorsville Youth Ambassadors: Jasey Wyatt, Katherine Ann Clark, Spencer Braithwaite, and Tyler Newton.

18:38:16 Vice-Chair Overson described the responsibilities and duties of Youth Ambassadors, as follows: interning with a City department head for a day; working with the Economic Development Department to meet with local businesses; and volunteering at events including local parades and ribbon cutting ceremonies as ambassadors of the City. She noted that Youth Ambassadors will provide leadership and mentoring at Youth Council Meetings and will help to educate the Youth Council in the government process. She relayed that when their year of service is completed, Youth Ambassadors will receive a scholarship to their university of choice or reimbursement for school expenses such as housing or books. Vice-Chair Overson stated that she is pleased to be working with this group of outstanding individuals.

18:38:55 Vice-Chair Overson introduced those individuals nominated to serve as members of the Taylorsville Youth Council, as follows: Abigail Oligario, Annika Thorup, Aubree Newton, Chelsea Candland, Cheyanne Bradshaw, Cole Arnold, Emmy Beck, Janet Tran, Jessica Forsyth, Kaylee Marshall, Kendra Peterson, Marche Ramirez, Marin McIff, Melanie Farronay, Miranda Rankin, Gano Hasanbegovic, Jaden Muir, Anne Tobin, and Joshua Warnock

18:39:44 Vice-Chair Overson gave a brief overview of the duties and responsibilities of the Youth Council. She noted that they will be learning about and participating in local government. They will also organize and take part in service projects and fundraisers within the City. Ms. Overson noted that the Youth Council will mentor with elected and appointed City counterparts, participate in Youth Day at the Legislature, and will attend and participate in the Youth Leadership Conference at Utah State University.

18:40:29 Council Member Kristie Overson **MOVED** to adopt the list of nominees, as presented, to serve as Taylorsville Youth Ambassadors and Taylorsville Youth Council Members. Council Member Brad Christopherson **SECONDED** the motion. Chairman Dama Barbour called for

discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

2.2 Resolution No. 14-01 - Affirming the Appointment of City Representatives to Various Boards and City Committees - John Inch Morgan

18:42:23 City Administrator John Inch Morgan presented the subject resolution to appoint City representatives to act as advisors and liaison to various Boards and City Committees. Chair Barbour advised that a previous email was distributed with suggested assignments. She stated that she would entertain a motion to approve those assignments, as per the email.

18:43:25 Council Member Ernest Burgess **MOVED** to adopt Resolution No. 14-01 - Affirming the Appointment of City Representatives to Various Boards and City Committees, as per the email previously distributed. Council Member Kristie Overson **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

18:44:40 Chair Barbour agreed to forward the email regarding Council Advisor Assignments to City Recorder Cheryl Peacock Cottle. She also invited any interested citizens to consider volunteering on a City committee.

2.3 Resolution No. 14-02 - Appointing a City Representative and an Alternate to Serve as a Member of the Valley Emergency Communication Center (VECC) Board - John Inch Morgan

City Administrator John Inch Morgan presented Resolution 14-02, Resolution 14-03, and Resolution 14-04 for consideration. He explained the need to identify elected officials to serve on the VECC Board, UPD Board, and the UFA Board. He noted the nature of these resolutions is to provide voting members to these Boards. He explained that it is required that an elected official be appointed to these boards. Mr. Morgan clarified that he has brought these appointments as separate resolutions because the inter-local agreement bylaws state that a document must be sent from the governing body to the Boards identifying the appointed representative.

18:46:35 Council Member Ernest Burgess **MOVED** to adopt Resolution No. 14-02 - Appointing City Representative/Council Member Brad Christopherson as a Member of the Valley Emergency Communication Center (VECC) Board. Council Member Kristie Overson **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There

being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

2.4 Resolution No. 14-03 - Appointing an Individual to Serve as the City of Taylorsville's Representative on the Unified Police Department Board of Directors - John Inch Morgan

18:48:00 Council Member Kristie Overson **MOVED** to adopt Resolution No. 14-03 - Appointing Mayor Larry Johnson to Serve as the City of Taylorsville's Representative on the Unified Police Department Board of Directors. Council Member Brad Christopherson **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

2.5 Resolution No. 14-04 - Appointing an Individual to Serve as the City of Taylorsville's Representative on the Unified Fire Authority Board of Directors - John Inch Morgan

18:49:37 City Administrator John Inch Morgan noted that this resolution also includes a representative to the Fire Service Area Board and when the motion is made, both boards need to be specified.

18:49:20 Council Member Brad Christopherson **MOVED** to adopt Resolution No. 14-04 - Appointing Mayor Larry Johnson to Serve as the City of Taylorsville's Representative on the Unified Fire Authority Board of Directors and the Unified Fire Service Area Board of Directors. Council Member Dan Armstrong **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

2.6 Resolution No. 14-05 - Appointing a City Treasurer and a City Recorder - John Inch Morgan

18:50:57 Council Member Brad Christopherson **MOVED** to adopt Resolution No. 14-05 - Appointing Cheryl Peacock Cottle as City Recorder and to table the City Treasurer appointment until the next Regular City Council meeting on January 22, 2014. Council Member Dan Armstrong **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes,

Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

3. REPORTS

3.1 Unified Police Department Taylorsville Precinct Awards - *Deputy Chief Tracy Wyant*

18:52:00 Unified Police Department Precinct Chief Tracy Wyant recognized Detective Brett Miller and presented him with the Officer of the Month Award for the month of October, 2013. Chief Wyant described effective actions that resulted in nine felony arrests including charges for narcotics, possession of a stolen vehicle, possession of a firearm by a restricted person, and assorted property crimes.

18:53:50 Chief Wyant commended Detective Miller on his remarkable effectiveness in dealing with career criminals and cited his many accomplishments.

18:54:33 Chief Wyant recognized Officer Trina Chacon and presented her with the Officer of the Month award for the month of November, 2013. He summarized her pro-active efforts that resulted in notification of damaged property to a City resident, observance and assistance of an individual with imminent medical needs, and the combined identification and apprehension of individuals responsible for narcotics offenses, burglary offenses, and robbery offenses. The Chief noted that these accomplishments are in addition to Officer Chacon's substantial routine responsibilities and her assignment as a patrol officer. He commended her for her steadfast work ethic, attention to the community, and professional service to the City of Taylorsville.

18:56:40 Chief Wyant recognized Lt. Randy Thomas and City Administrator John Inch Morgan. Chief Wyant relayed that Lt. Thomas has been given a new assignment in the Unified Police Department and cited his significant contributions to the Taylorsville Precinct. He advised that Lt. Thomas came on board at the onset of the precinct's transition and took over the patrol division as Commander. Lt. Thomas made significant changes which increased efficiency and spearheaded new programs such as the physical fitness and bicycle programs. Chief Wyant commended Lt. Thomas for his extraordinary efforts and leadership and presented him with an award for such. Mr. Morgan also thanked Lt. Thomas for his service in Taylorsville.

18:59:12 Lt. Thomas expressed his appreciation for the opportunity of serving in Taylorsville. He recognized those he has worked with in the City.

19:00:36 Chair Barbour expressed gratitude for all law enforcement officers who serve so diligently in Taylorsville.

4. CONSENT AGENDA

4.1 Minutes – RCCM 12-18-13

19:01:03 Council Member Ernest Burgess **MOVED** to adopt the Consent Agenda. Council Member Brad Christopherson **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.**

5. PLANNING MATTERS

There were no planning matters.

6. FINANCIAL MATTERS

There were no financial matters

7. OTHER MATTERS

7.1 Discussion of City Newsletter Options - *John Inch Morgan*

19:02:16 City Administrator John Inch Morgan explained that the Valley Journal has notified the City that it is ceasing publication of the Taylorsville newspaper/newsletter, due to financial issues. Mr. Morgan cited alternate options before the City, as follows: producing a printed newsletter to be publishing with a separate provider at twice the cost of the Valley Journal; providing only an electronic version of the City newsletter; or maintaining the current budget amount and spreading it throughout the year by publishing a newsletter only every other month. He called for discussion and direction from the Council.

19:05:22 Chair Barbour cited the extreme importance and responsibility to communicate with Taylorsville residents. Council Member Brad Christopherson stated his concern that the City needs more communication with residents, not less.

19:06:33 Mr. Morgan said that additional funds could be authorized, but it would require the Council opening the budget and holding a public hearing to make that change. Mr. Morgan suggested the possibility of a short-term contract with a publisher at a cost of \$2900 to \$3600 per month. He also gave the option of having a publisher prepare a newsletter and allowing them the option to sell advertising to offset costs.

19:07:57 Chair Barbour suggested making an immediate decision to deal with the rest of this year and then considering other options in the future.

19:08:14 Council Member Armstrong inquired how the Valley Journal was previously distributed. Mr. Morgan stated that most recently it has been delivered onto driveways, with limited success. In the past it has been mailed. Mr. Armstrong advised that he has not received it at his home.

19:09:29 Council Member Overson noted that the January Newsletter was not sent and so the budget allocation for this month has not been spent, but there are still five more months in the current budget. She cited a newsletter published by another source. She expressed concern over not having a Communications Director at this time and raised the question as to who will put the City's newsletter together.

19:11:05 Chair Barbour asked for a consensus from the Council that there is a need to get a printed newsletter to residents. All Council Members agreed.

19:11:35 Council Member Christopherson noted that the budget for a Communications Director has not been used and there may be some funds available within the communications budget for re-allocation. He stated that he does not want to lose that position, however.

19:12:37 Mayor Johnson confirmed that he will have the Communications Director position filled, but is unsure yet whether it will be part-time or full-time. He added that as soon as the City Administrator position is filled, he will work on hiring a Communications Director.

19:13:49 Council Member Armstrong asked if there would be a contract required with another provider. John Inch Morgan suggested preparing a purchase order for contracting with a publisher for the remainder of the fiscal year and then sending out a request for proposals (RFP).

19:14:37 It was mentioned that a zip code area was missed in the last distribution of the newsletter.

19:15:03 Council Member Christopherson asked for confirmation that by the end of February a Communications Director will be assigned.

19:15:29 Council Member Burgess inquired about cost for the Taylorsville Bennion Water Improvement District adding a newsletter with the water bill. Mr. Morgan advised that the Improvement District would only do one page on both sides, but agreed to check into that possibility. Council Member Christopherson noted that there would be less communication with that type of newsletter.

19:16:38 Council Member Burgess suggested assigning someone to take photos for special awards and events.

19:17:36 Mayor Johnson advised that someone will be assigned that responsibility during the interim time before a Communications Director is hired.

19:17:53 Council Member Overson clarified that currently \$1,800 per month is budgeted for newsletter publishing costs, with \$11,000 budgeted for the rest of the fiscal year. She questioned where the extra \$10,000 would come from for an alternate provider. She also commented that she would like to hear if residents actually missed their newsletter in January.

19:19:31 Chair Barbour emphasized that it is important to her to get as much information as possible out to citizens.

19:19:43 John Inch Morgan stated that part of the Strategic Plan is to better provide information to residents. He clarified that the City Council would need to do a resolution to approve an additional \$10,000 for provision of a newsletter and then recognize the allocated funds when the budget is opened.

19:21:29 Council Member Christopherson explained that if four publications were completed every six weeks over the next five months, it would leave only \$3,000 short in the existing budget. He said this process could cover City newsletters through June.

19:22:28 Chair Barbour said she feels it is important to do the best job possible and get communications up and running.

19:22:52 Council Member Overson advised that there is another issue to be addressed as part of the budget process in an additional communications area, i.e. website updates, and potential new signage boards at City Hall.

19:23:39 Mr. Morgan commented that Community Development Director Mark McGrath has been given the assignment to take over Strategic Planning and will propose some dates over the next few weeks when the City Council can meet with staff and citizens to discuss budgeting priorities that will need to be addressed.

19:24:39 Chair Barbour noted that the next Council Meeting is a Planning Session. Mark McGrath confirmed that the Planning Commission has been invited to participate and said they will be discussing the area of 4015 West.

19:25:12 Council Member Burgess asked about the arrangement with Channel 17 at Salt Lake Community College. Mr. Morgan advised that they are paid when they have production costs

such as public service announcements. He noted that there have been no broadcasting costs for Channel 17 over the last two years.

19:26:52 Council Member Burgess questioned whether there are any options for improving broadcasts. He cited feedback received from resident with regard to picture quality of the meeting broadcasts, etc. Mr. Morgan said that upgrading would require purchasing better cameras in the Council Chambers.

**7.2 Council Elections for 2014 Council Chair and Council Vice-Chair
- Cheryl Peacock Cottle**

19:28:09 City Recorder Cheryl Peacock Cottle announced that the following nominations have been received for 2014 Council Chair and Council Vice-Chair:

Nominated for Council Chair: Kristie Overson

Nominated for Council Vice-Chair: Ernest Burgess

Ballots were distributed and Council Members were asked to vote for one individual for each position. Ballots were collected and counted by Deputy Recorder/Council Coordinator Kristy Heineman.

Ms. Cottle announced the election results, as follows: 2014 Council Chair - Kristie Overson; 2014 Council Vice-Chair - Ernest Burgess.

8. NEW ITEMS FOR SUBSEQUENT CONSIDERATION (No Action)

19:30:09 There were no new items for subsequent consideration.

9. NOTICE OF FUTURE PUBLIC MEETINGS (NEXT MEETING)

19:30:19

- 9.1 RDA Board Meeting - Wednesday, January 8, 2014 - 7:00 p.m.**
- 9.2 Planning Commission Meeting - Tuesday, January 14, 2014 - 7:00 p.m.**
- 9.3 City Council Work Session - Wednesday, January 15, 2014 - 6:00 p.m.**
- 9.4 City Council Briefing Session - Wednesday, January 22, 2014 - 6:00 p.m.**
- 9.5 City Council Meeting - Wednesday, January 22, 2014 - 6:30 p.m.**
- 9.6 Mayor's Town Meeting /Open House - Wednesday, January 29, 2014
- 6:00 p.m. to 7:00 p.m.**

10. CALENDAR OF UPCOMING EVENTS

10.1 Taylorsville Urban Iditarod - Saturday, March 1, 2014 - 10:00 a.m. - Location TBD - Visit www.taylorsvilleurbaniditarod.com

19:31:18 Discussion ensued regarding putting together an elected officials team for the upcoming Iditarod. Council Members expressed their desire to form a team.

Council Member Brad Christopherson **MOVED** to recess the regular City Council Meeting and convene the RDA Board Meeting. Council Member Kristie Overson **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All members of the City Council present voted and the motion carried by a unanimous vote.**

- RECESS FOR RDA BOARD MEETING

- RECONVENE REGULAR CITY COUNCIL MEETING (following RDA Board Meeting)

The regular City Council Meeting was reconvened at 7:43 p.m.

11. CLOSED SESSION (*Conference Room 202*)

11.1 Strategy Session to Discuss the Sale or Purchase of Real Property

19:43:58 Council Member Brad Christopherson **MOVED** to convene a Closed Session to discuss the sale or purchase of real property. Council Member Ernest Burgess **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All members of the City Council present voted and the motion carried by a unanimous vote.**

CLOSED SESSION - Sale or Purchase of Real Property

Those in attendance at this Closed Session were: Mayor Larry Johnson; City Administrator John Inch Morgan; Council Members Barbour, Burgess, Christopherson, Armstrong, and Overson; City Attorney John Brems; Community Service Division Director John Taylor; Economic Development Director Donald Adams; Economic Development Specialist Wayne Harper; Chief of Finance Scott Harrington; and City Recorder Cheryl Peacock Cottle.

Minutes for the Closed Session were taken and are now on file as a Protected Record.

12. ADJOURNMENT

Council Member Brad Christopherson **MOVED** to adjourn the Closed Session and the Regular City Council Meeting. Council Member Dan Armstrong **SECONDED** the motion. Chairman Dama Barbour called for discussion on the motion. There being none, she called for a roll-call vote. The vote was as follows: Burgess-yes, Barbour-yes, Overson-yes, Armstrong-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 8:33 p.m.



Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 01-22-14

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder