

**City of Taylorsville**  
**Work Session**  
*Minutes*

**Wednesday, February 13, 2013**  
**Council Chambers**  
**2600 West Taylorsville Blvd., Room No. 140**  
**Taylorsville, Utah 84129**

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**Attendance:**

Mayor Jerry Rechtenbach

**Council Members:**

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

**City Staff:**

John Inch Morgan, City Administrator  
John Brems, City Attorney  
Kris Heineman, Deputy Recorder  
Jessica Springer, Council Coordinator  
Tracy Wyant, UPD Precinct Chief  
Mark McGrath, Community Development Director  
John Taylor, City Engineer  
Scott Harrington, Chief of Finance  
Donald Adams, Economic Development Director  
Aimee Newton, Communications Director  
Jay Ziolkowski, UFA Battalion Chief

**Excused:** City Recorder Cheryl Peacock Cottle

**Others:** Patti Garver, Ralph Emerson, John Gidney, Monnica Manuel, Michael Stott, Dave Ballou

Chairman Dama Barbour called the Work Session to order at 6:00 p.m. and welcomed those in attendance. Deputy Recorder Kris Heineman conducted a Roll Call, wherein all Council Members were present. Chairman Barbour welcomed scout troops who were in attendance.

18:01:17

Chief Jay Ziolkowski introduced Chief Michael Jensen of the Unified Fire District who was present to discuss Station #117 options. Chief Jensen gave background information by stating that some months ago, the previous Mayor, Russ Wall had asked him to put together an analysis regarding the effects of the current coverage for Taylorsville City, should Station #117 be moved. He added the main issue involves the density of overlapping calls. Chief Jensen stated data was analyzed. He gave a presentation showing the overlapping calls. He showed a small area in the Misty Hills area that has a longer response time from Station #117. Chief Jensen stated that another option would be having station #9 handle calls as they are within the four minute response time. 18:04:53 He added station #117 covers the area around 3900 South.

Council Member Larry Johnson asked about the response times. Chief Jensen stated 4 minutes is ideal. He gave clarification regarding the 8 minute response time by stating that would be the response time for a medical and fire emergency. He commented that at 10-12 minutes for an average residential fire, an incident commander must make a decision whether to send crews in or not due to the potential of collapse. Chief Jay Ziolkowski stated the maps presented are showing response times from the notification by dispatch, to arrival at the address.

18:07:45 Chief Jensen gave clarification for the difference between a 4 minute response window to a 6 minute response times. Call volume for medical and fire statistics were shown. It was noted that the Misty Hills area has calls for service that are handled by station #109 or West Jordan units. He stated the Board has instructed the Chief to have the closest units respond.

18:09:11 Chief Jensen discussed potential sites along Redwood Road where a combined hybrid super-station could be built. It would hold multiple ambulance stations, fire engines and truck stations. He stated this type of station would be able to cover the dense population. He added it would also be an ideal location for training. He commented that having fire personnel travel to Magna for training has become a distance issue and it would benefit the crew to have a training room, training props etc. to meet the training needs.

18:11:50 Mayor Rechtenbach gave background regarding the need for a third station. He noted prior discussions and stated there has never been a question about building a third station and that Station #117 is in need of major redevelopment. He stated UFA has done a great job of presenting the statistics for response times and for discussion for building a centrally located hybrid superstation, it would save considerable dollars over building a third station and still gain the response times needed.

Council Member Ernest Burgess raised his concern for having a training station at a location that has a large population. Chief Jensen gave explanation for the type of training that would be done. He added live fire training would be held in Magna due to the open area. The training

within the community would consist of aerial operations, ladder placement, rescue training, repelling drills etc. He added "Fire School 101" will be held May 4, 2013.

18:16:28 Council Member Overson raised her concern about having a larger facility with multiple trucks and should the need for budget cuts arise, how would the building be used. Chief Jensen gave explanation. He commented on the tax rate and personnel available for a new station. He explained that the stations currently being built are designed to last over 50 years and designed to run multiple companies out of one station. He gave clarification for the crew and personnel rotations arranged at the new station.

18:20:05 Council Member Brad Christopherson asked for clarification regarding Station #117. Chief Jensen stated #117 would be closed and rebuilt at a different location with the boundary areas for coverage being rearranged.

Council Member Johnson asked about taxes being raised. Chief Jensen stated elected officials on the Board would be represented. He added the entire district would need to vote on raising taxes and went on to say the District has stated they will not raise taxes for the next three years. Chairman Barbour stated she does not believe there would be any City Council Member present that would not put public safety first. She added that when discussion is held regarding budget cuts, public safety would be the last thing cut.

Mayor Rechtenbach stated that in the current system there is a greater danger of raising taxes. Taylorsville fire stations are currently under-staffed and part of the criteria for joining the Fire District was to amend that situation. Any decision will not be made until after the referendum vote in the fall. He summarized that there are two choices: Either the Fire District builds the new fire station for us at no cost to the City, or the City will need to bond or find another way to build, which would require a tax increase for Taylorsville's citizens. He commented there is no option to leave Station #117 in its current condition.

Chief Jensen stated due to the size of station #117, the fire apparatus currently located at Station #118 cannot be housed at #117. The station is outdated and cannot accommodate the new style of apparatus. Codes for living conditions have changed and those codes need to be adhered to. He added that Station #117 is the oldest active fire station within the system.

18:25:35 Chief Jensen showed architectural drawings of the possible station construction. He showed designs of the Herriman station and station #112 in the Mount Olympus Cove area. Chief Jensen gave explanation on the differences for the Taylorsville Station.

He stated Taylorsville's central location in the valley is ideal for community functions such as promotional ceremonies, graduations, conferences, etc. He stated the UFA's recommendation is to make a combined hybrid super-station instead of building a third station.

Council Member Ernest Burgess asked about the timeframe and amount of land needed. Chief Jensen stated 1.5 to 2 acres is preferred. He added more is better due to parking services. He added partnering with surrounding businesses or UTA Park and Ride services are some arrangements that can be considered.

18:31:39 Council Member Burgess asked about the cost. Chief Jensen stated stations are about 3.5 million dollars. When adding the community room and tower room, an additional 1.5 to 2 million would be needed. He added there are long term benefits for the UFA because due to adding local training stations.

Council Member Johnson asked about the types of personnel used for different calls. Chief Jensen gave clarification on codes used for severity of calls. Council Member Burgess asked about the impact on traffic. Chief Jensen stated the station would be oriented facing out toward Redwood Road. He stated meeting with UDOT is needed to install yellow lights for traffic warning signals and added there would be some additional traffic impact during special events held at the station but would hope that the benefits of adding revenue from consumers to the area retail shops would help outweigh some of the cost.

Chairman Barbour thanked Chief Jensen for his input and discussion.

18:38:16 Chairman Barbour asked City Engineer John Taylor to introduce his guest. Mr. Taylor introduced Youth Council member J.C. Wyatt.

## **2. Annual City Council Training on Open Meeting Laws and Elected Officials Roles and Responsibilities - *John Brems***

City Attorney John Brems stated he would be handling two issues. Mr. Brems stated Utah law requires that members of the public body receive annual open and public meeting training, function and form of government training and separation of powers training. He previously gave out packet information. He stated the general rule: All meetings are open to the public unless closed for specific statutory meetings: He added this training does not include chance or social meetings. (See handout) Mr. Brems highlighted the following procedures:

- 24 hours advance notice for public meetings must be given.
- Notice of annual meetings.
- Notice requirements for an agenda include date, time and place of meeting.
- There must be specific notification to the public for topics up for consideration.
- Topics not previously listed on the agenda can be discussed at council chair's discretion, provided no decisions are made.
- Written minutes and recordings must be kept for all open meetings.

- Written minutes are the official record, according to Utah Statute.

18:43:09 Closed meetings can only be held for specific purposes. (See handout)  
Judicially created meeting refers to City Council acting in a judicial or quasi-judicial matter and as such, it is considered a closed meeting.

Minutes and recordings of closed meetings are protected records under GRAMA.

Mr. Brems gave case studies regarding chance meetings between council members and followed up with recommendations for appropriate action. (See handout)

18:47:15 Mr. Brems asked for questions from Council: Council Member Ernest Burgess asked for appropriate procedure for discussions held after council meetings have convened. John Brems stated if there are three Council Members in the discussion, one member must leave.

Council Member Overson asked about the scenario regarding a council member wanting to attend a non-assigned committee meeting. Mr. Brems clarified that it would be considered a "chance meeting", however, if three Council Members are planning to attend, a 24 hour notice to the public must be given. Ms. Overson asked if the meeting would need to be recorded. Mr. Brems stated committees take their own minutes.

18:49:50 Mr. Brems presented information regarding Taylorsville City Municipal Government Separation of Powers: Instruction was given regarding roles and responsibilities of the executive and legislative branch. (See handout) He stated each branch is separate but equal. The Mayor's office is the Executive branch and City Council is the Legislative Branch. Mr. Brems cited the functions of each branch. 18:51:40 He noted that the Executive branch refers to the Mayor's duties and authority: SEE LIST

Mr. Brems gave examples of "Shall/May/May Also". He stated Taylorsville Code has created both executive and legislative committees.

18:56:29 Mr. Brems noted that the -Legislative branch refers to the City Council's duties and authority: (SEE LIST) examples were given for "Shall/May/May Also."

Council Member Johnson asked about the majority of four votes from City Council to over-ride a mayor's veto. John Brems gave clarification.

19:00:22 Mr. Brems gave case studies regarding the duties and authority of the executive and legislative branches with clarification given for proper behavior and actions. Mr. Brems asked for discussion from Council. Chairman Barbour stated there is a handbook that was given to all Council Members for reference. She thanked Mr. Brems for his presentation and training.

**3. Discussion on City's Notice of Intent to Withdraw from VECC – *John Inch Morgan***

City Administrator John Inch Morgan commented that on December 31, 2012 a special City Council meeting was held by the previous Mayor Russ Wall to consider a resolution to discuss the possibility of withdrawing from Valley Emergency Communications Center (VECC.) He gave background on VECC and noted they provide dispatch services to fire, police, ambulance services, animal control for many local cities.

19:07:42 He noted Sandy City also provided a notification letter of intent to withdraw and provided an alternative to VECC 911 services. At this time, the Board of Trustees raised their concern about the rising cost for services to the remaining entities. He advised that any notification must be given six months prior to the beginning of the next fiscal budget year. Thus, notification had to be made before December 31, 2012 in order to be effective June 30, 2013. Subsequent to that, no other entities have chosen to withdraw.

He stated the resolution was a defensive measure. No other cities have given letters of intent to withdraw. Mr. Morgan stated if Council agrees, he would like direction to provide a new resolution to rescind the initial notification to withdraw which can be submitted at the next Board of Trustees meeting.

19:10:58 Council Member Johnson stated he was not in the meeting where this discussion was held and asked for clarification on the options available. Mr. Morgan stated if VECC rejects the motion or Taylorsville City does not rescind notification to withdraw, Taylorsville would need to go to another City for handling 911 calls. This would be problematic as it would require re-programming cell towers to identify calls.

19:12:38 Mr. Morgan gave history of concerted effort for VECC to join services with Salt Lake County Sheriff's Office. It is felt that this would be a successful merger.

Council Member Ernest Burgess stated that staying with VECC's services is the best option for Taylorsville as Sandy has not made their service costs available. Chairman Dama Barbour stated she believes Council took appropriate action to make sure services were covered. It appears VECC has made the changes needed and has given assurances for the provided services. She asked that the services be rescinded. A poll was taken by Council and it was unanimous.

**4. Discussion Concerning the Proposed Taylorsville Murray Bus Rapid Transit Project– *Mark McGrath***

19:15:08 Community Development Director Mark McGrath presented the proposal and stated the project has been in the process for three years. He added it must be endorsed by the

applicable local governments involved before it can be taken to the public. He invited representatives from UTA, Janelle Ericson and Patricia Garver, and the consulting team member from Stanley Consultants, Dana Holmes, and Loretta Markham from Lochner. He stated they are here to present the details of the project. Mr. McGrath stated it is an exciting project and a positive step for a fixed mass transit route in the City and also delivers mass transit to several important sites within the City including Sorensen Research Park and Salt Lake Community College. He added if anyone would like to discuss the project in greater detail prior to the resolution next week he would be glad to oblige.

19:17:18 Janelle Ericson gave the presentation. (See handout). She outlined the locally preferred alternative that is in draft form for review. She noted the purpose of the Murray-Taylorsville Project is to provide a local and regional connection to the Murray Central Trax Station, the Frontrunner Station, the planned Murray City Center District and the Salt Lake Community College. She cited reasons for the proposed site. Ms. Ericson stated there is an environmental document drafted for review and will be revised and presented at the public meeting located at the Salt Lake Community College on February 26, 2013. She gave explanation on routes for the Frontrunner station by stating it would circle downtown Murray cross through back streets and through parts of Taylorsville at 4700 South to Redwood Road through the Community College. The length would cover 4.5 miles, 1.4 miles would be dedicated lanes. The estimated cost is \$29 million with \$6 million added for buses to run on this service. She indicated that construction is scheduled for 2016. Ms. Ericson noted that the current bus travel time between points is 26 minutes and the time between the Trax station and the community college would be reduced to 14 minutes and travel from the Trax station to Murray Central station is 6 minutes.

Chairman Barbour raised the question regarding the increase difference between 2016 and 2040. Janelle Ericson gave explanation by stating traffic projections are starting from opening year to the long range horizon year.

19:23:05 Council Member Johnson asked about the number of daily ridership and stated he felt that the number was low. Ms. Ericson stated ridership projections are usually lower than the actual number. Council Member Burgess stated the impact for the college would be amazing with regard to the current parking situation.

19:25:54 Ms. Ericson reviewed the Murray-Taylorsville section with presentations of the cross section center running along 4700 South. She described the connection to the SLCC. Janelle stated there will be an impact to the college as they could lose 80-100 parking stalls or about 1.7% loss of parking for the campus. She advised that there is an option to abandon the other existing bus loop on campus and return the property to the college.

Council Member Overson asked about the projection for beginning construction. Ms. Ericson stated it would be 2016 if funding becomes available. Council Member Burgess asked for clarification for the bus route on the SLCC campus. Ms. Ericson gave further explanation. Council Member Johnson stated he has run the numbers and feels that there will not be a revenue benefit to the proposal as there would be 100 people added to the ridership. Mayor Rechtenbach discussed transit functions throughout the country and added they are not self-sufficient. He went on to say that public transportation is not meant to be a money maker but is important for long term goals of reducing air pollution and traffic issues. Council Member Overson asked for further clarification on the entities involved. Ms. Ericson cited participating entities to be Wasatch Front Regional Council, UDOT, UTA, Murray and Taylorsville cities and SLCC.

19:33:38 Council Member Burgess commented on the Oregon Transit Authority and the benefits it had for that City. Ms. Ericson stated the projections are based on current data and are the best that can be done with the information available.

19:35:04 Ms. Ericson stated the presentation will be shown to Murray City Council as well. It will then require a resolution by the cities to adopt the proposal. At that time it will be presented to other entities involved for adoption. There will also be a public meeting held in March to discuss the environmental issues. Chairman Barbour thanked Janelle for her presentation and instructed Council to direct further questions to Community Development Director Mark McGrath.

## **5. Community Council Discussion - *Monnica Manuel, ORC Chairman***

Ordinance Review Committee Chair Monnica Manuel:

19:36:43 Ms. Manuel advised that the Ordinance Review Committee (ORC) would like to suggest the City council adopt a resolution to establish citizen community councils. She reviewed the purpose of community councils. She noted the difference in the two proposals is related to boundary lines. She further added the ORC is recommending a circuitry of communication into the communities throughout the City. These committees will have the serving body established as points of contact. She presented a map of the preferred option divisions (areas A-F) which follows the emergency (CERT) boundaries.

She noted that this division of neighborhoods is compatible with the natural boundaries created by the CERT boundaries. Ms. Manuel relayed the secondary choice as the boundaries of the Council Districts. Council Member Ernest Burgess stated the first option with regard to natural boundaries would make it more difficult for Council Members to identify constituents in an emergency situation.

19:42:48 Monica stated she has submitted both choices for Council's direction. Council Member Overson thanked Ms. Manual for the efforts made by the ORC. She asked about whether there would be confusion of boundaries with the CERT boundaries being duplicated. Monica gave explanation and stated she feels it would be added support for boundaries already in place. Council Member Overson asked about the expected involvement from Council Members as points of contact. Ms. Manuel stated that the documentation is worded to say that the Chairman of each Community Council would have a point of contact represented by the district in which they reside.

Mayor Rechtenbach stated he appreciated her efforts and asked for clarification with community councils and the criteria used for boundaries. He stated some areas would have a more natural divider with the second choice and stated some sections are quite large. He asked if the Community Council groups could be made smaller. Ms. Manual gave clarification by stating initially the accommodation would be to have a minimum of one and a maximum of two community councils per area. She advised that larger communities could have smaller subgroups with trustees.

Council Member Johnson asked about the dividing of the populations with regards to the new District boundaries. He stated there are no limits on the number of people involved in each community council. He stated it is his recommendation that boundaries be kept the same as the District boundaries. Ms. Manual stated the first option is more conducive to the community and residents based on natural boundaries. She asked for direction for Council's preference so that she can present the option at the next City Council meeting.

19:51:59 Ms. Manual stated there should be a minimum of one community council group per council member. Chairman Barbour asked about the possibility of having the communities be broken down to sub-groups.

Chairman Barbour asked for comments from each council member. Council Member Brad Christopherson stated he likes the second option better as it would be helpful to have similar boundaries between Community Councils and City Council districts. He stated he would like to see the Community councils started, get them functioning and then if needed, the boundaries can be re-addressed at a later date. Council Member Ernest Burgess stated he feels the boundaries should be the same as the district boundaries. Council Member Kristie Overson stated she agrees that it would be easier to remain with the current district boundaries. Council Member Larry Johnson stated a lot depends on who the Community Council chairs are and how aggressive the communities are. He stated he would like to have the boundaries stay the same as the district. Ms. Manual stated she will bring that decision to the Council Meeting next week.

**6. Discussion on Potential Change to City Council Meeting Times - *Chairman Barbour***

Chairman Dama Barbour stated this topic has been discussed many times. She noted there is a conflict with occasionally having closed sessions which overlap with City Council start time.

19:57:57 She stated this decision will be put on a later agenda. She gave her recommendations for starting at 5:00 with a briefing session and if there are closed sessions, they would be taken care of at that time. Chairman Barbour instructed it would be a noticed meeting and the public would be welcome. She added that the regular City Council and work session meetings would start at 6:00 p.m. She commented that if briefing sessions start at 5:00, there would be the possibility of ending sooner and Council Members would have the option to greet the public before regular Council meetings begin. Chairman Barbour opened discussion.

Council Member Larry Johnson asked for clarification regarding the 6:00 meeting. Chairman Barbour stated the regular City Council meetings would begin at 6:00 instead of 6:30. Council Member Ernest Burgess stated he has discussed this issue with City Council members from other cities and they informed him that they do not vote on any issue without first having a work session to discuss each issue in greater detail. He went on to say that if additional information is needed, the issue will not be voted on for another week to allow more time for research. He noted that the additional time for discussion allowed for shorter City Council meetings. Chairman Barbour asked if having two meeting times would require two agendas.

20:03:01 City Administrator John Inch Morgan stated it is his belief that it would. He added that the pre-meeting would be used to discuss items to be acted on in later meetings. As such, it would require two notices and two agendas. Mr. Morgan noted if current agenda items are discussed, one agenda would be sufficient. Chairman Barbour noted if additional information was needed after a pre-meeting, the agenda item could be tabled for a later date. Council Member Johnson asked for clarification regarding the use of the pre-meeting. Mr. Morgan stated the pre-meeting would be used to discuss items that would be brought up in the public meeting on that same date. That would require one agenda. Mr. Morgan gave an example from South Jordan City Council meetings where they discuss items from the current agenda. Chairman Barbour stated all meetings are public and all will be noticed. The only thing changing would be the time noted. Council Member Johnson ascertained that the purpose for the time change would be to eliminate the work sessions altogether. Chairman Barbour confirmed this and stated it would make City Council Meetings more efficient and informed. Mayor Rechtenbach stated anything discussed at the 4:30 pre-meeting would have no vote or action taken and would allow the upcoming week for research before bringing items to City Council Meetings for consideration or possible votes. Chairman Barbour stated it would require 2 agendas. Mayor Rechtenbach asked about the length of the pre-meeting should it cover the regular city council meeting, how would the previous meeting conclude. Chairman Barbour stated the meeting would conclude and any further discussion would be tabled for a future discussion. Mayor Rechtenbach stated he felt that would be problematic.

20:08:11 Council Member Ernest Burgess asked for administration to research other city's Council work session meetings and get further information for consideration. Chairman Barbour asked that Council consider the option and obtain more information for further discussion. Council Member Johnson asked what the need is to eliminate work sessions. Chairman Barbour stated if Council can become more efficient that would benefit everyone. She is more concerned about the inconsistent time of meetings and asked about starting briefing sessions at 5:30 and the regular City Council Meeting at 6:00. She noted this would be consistent throughout the month. Council Member Kristie Overson stated she liked that idea and feels it would be a good starting place. She further confirmed that what is being proposed requires 2 agendas. She suggested starting with the time change and having the public meetings at 6:00. Council Member Brad Christopherson stated he wanted to point out that having the meeting start at a later time would allow for more public involvement and input. Chairman Barbour stated the discussion would be considered in coming weeks.

## **7. Other Matters**

City Administrator John Inch Morgan brought up the ordinance to have residents remove vehicles from the streets 24 hours after a snow storm. He stated his recommendation would be to prepare a modified ordinance that reads no overnight parking on the streets between November and April with a clarification clause noted for snowstorms and snow removal. He asked for discussion. Chairman Barbour stated she would like to see it. Council Member Johnson stated there are some areas that residents have no place to park except on the street.

20:15:52 Mayor Rechtenbach stated the most frequent complaint is from residents about the current ordinance because the 24-hour time limit prohibits snow plows from clearing streets. He noted there are neighborhoods that cars are blocked in their driveways and cannot get out.

Council Member Burgess stated he has driven through the city in areas where the streets are not being plowed. He feels there are residents who are handicapped or disabled and find it very difficult to travel in their neighborhoods because the snowplows cannot remove the snow.

Council Member Overson stated it is a public safety issue that must be addressed. Council Member Johnson noted that County Public Works has a 24 hour notice for removing the snow. Mr. Morgan stated he has asked the snow plow drivers to place a note on windshields of cars that are left on the road. He noted many times this does not have any effect on removing cars. Mr. Morgan stated he would write the ordinance and adopt it as quickly as possible.

Chairman Barbour brought up the Strategic planning meeting scheduled for next weekend. She stated she received an email from Mayor Rechtenbach outlining the impact that this decision has on City staff members. She feels the decision to have the meeting on Saturday is unacceptable and strongly suggests that the meeting be held on Friday, February 22, 2013. Council Member Johnson stated he has no problem with the meeting being held on Friday. He is willing to

change the date. Chairman Barbour stated the meeting will be scheduled for Friday. Mayor Rechtenbach stated he appreciates the change.

20:22:07 Council Member Overson asked about Mr. McGrath sending additional packet information for review before the strategic planning meeting. Mr. McGrath confirmed that there would be packet information and a presentation.

Council Member Johnson asked about the dissemination of the meeting to the public. John Inch Morgan stated the information will be sent and noticed as dictated by statute.

No other matters were discussed.

## 8. Adjournment

Council Member Kristie Overson **MOVED** to adjourn the City Council Work Session. Council Member Brad Christopher **SECONDED** the motion. Chairman Barbour for discussion on the motion. There being none, she called for a vote. The vote was as follows: Overson-yes, Barbour-yes, Johnson-yes, Burgess-yes, and Christopherson-yes. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 8:25 p.m.



Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 03-13-13

*Minutes Prepared by: Kristy Heinemen, Deputy City Recorder*