



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL WORK SESSION

Wednesday, January 27, 2021 - 5:30 p.m.
Approved February 10, 2021

This meeting was held electronically via Zoom and streamed on West Jordan's YouTube channel
base location at City Hall 8000 S Redwood Road • West Jordan, UT 84088

COUNCIL: Chair Zach Jacob, Vice-Chair Kelvin Green, Chad Lamb, Christopher McConnehey, David Pack, Kayleen Whitelock, and Melissa Worthen

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Director, Community Engagement & Government Affairs Tauni Barker, Mayor Dirk Burton, Public Works Director Brian Clegg, City Planner Larry Gardner, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, IT Administrative Assistant Rachel MacKay, Fire Chief Derek Maxfield, Assistant City Attorney Duncan Murray, Economic Development Director Chris Pengra, Assistant City Attorney David Quealy, Council Office Clerk Cindy Quick City Recorder Tangee Sloan, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

PUBLIC: Alexandra Eframo and Justin Adams

CALL TO ORDER

Council Chair Jacob called the work session to order at 5:30 p.m. and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19, dated January 8, 2021, and effective for 30 days.

A. Ranked Choice Voting

City Recorder Tangee Sloan explained ranked choice voting, and shared advantages and drawbacks of the option for ranked choice voting. She showed a timeline for the 2021 election cycle, with a general election on November 2, 2021. Ms. Sloan said Salt Lake County Clerk Sherri Swenson committed to announcing whether her office would facilitate ranked choice voting in mid-March and explained some of the concerns at the County level. She said there was currently a bill before the Legislature that would block a municipality from contracting with another county for election servicing. Ms. Sloan stated that to manage a ranked choice voter campaign similar to what was employed in other cities, the City would need to budget approximately \$30,000, and would need to increase staff in the Recorder's Office to manage the election process, education, and in-bound election calls.

Staff answered questions from the Council. Council Member Worthen expressed concern with the estimated cost of voter education. Council Member Green responded that education costs would be offset by the cost savings in not hosting a primary election. Council Member Green wanted to postpone the council decision until decisions were made by the Legislature and emphasized the importance of citizen confidence in the election process. Council Office Director Alan R. Anderson confirmed that funds budgeted for a primary election could be reallocated for public education and outreach.

Assistant City Attorney David Quealy commented that in the 2021 West Jordan election, the top three vote-getters would win the at-large Council seats. He said the difference or impact of ranked choice voting may be felt more in a district seat election year. Council Chair Jacob said he liked the idea of ranked choice voting for an election that would have one clear winner but said he did not understand how ranked choice voting would work for an election with multiple winners. He suggested choosing a traditional

election format for 2021, with the possibility of trying ranked choice voting in two years depending on what the Legislature and County decided. Council Member Pack agreed that perhaps 2021 was not the best time to pursue ranked choice voting.

Council Member Lamb left the work session at 6:05 p.m., and returned at 6:07 p.m.

Council Chair Jacob asked if any Council Members were interested in pursuing ranked choice voting for the 2021 election cycle and did not receive an affirmative response. Consequently, the City would move forward with a traditional election format in 2021.

B. *Accessory Dwelling Units*

Council Office Director Alan R. Anderson outlined Council and Planning Commission discussions and direction regarding accessory dwelling units (ADUs) in the past two years. Following direction from the Council given December 16, 2020, a survey regarding ADUs was posted to the City Facebook page on December 22, 2020 and January 12, 2021.

Mr. Anderson shared **community survey** responses from the 2019 and the January 12, 2021 surveys, with the following summary:

- Resident support for ADUs
- Resident support for both attached and detached ADUs
- Resident support that owner live on-site

The Council and Staff reviewed results of the **Planning Commission/City Council joint survey** conducted at the April 29, 2020 work session, with the following summary of majority responses:

- Support for ADUs in all single-family zones
- Support for one ADU per parcel
- Not limited to lot size (previously 40,000 sq ft lots+)
- Owner not required to live on-site (different from community survey response)
- Support for off-street parking requirements
- Support for permanent foundation requirement

Council Chair Jacob said he hoped the Council had feedback and clear direction for Staff regarding the proposed ordinance included in the agenda packet. He commented that the Council did not know what the State would eventually decide regarding ADUs, and said he wanted the City Council to proceed with providing direction for the City of West Jordan.

Council Member Green believed it made sense to wait until the Legislative Session closed so that Legislative decisions could be considered. He said he wanted to separate internal and external ADUs in the ordinance, adding that he was okay with internal ADUs in any residential zone, but believed external ADUs should be limited to R-1-10 or greater because of potential parking issues.

Council Member Whitelock believed, based on feedback from the community, that ADU policy should protect the current feel of existing neighborhoods, that a separate entrance should be required for internal ADUs, and that two off-street parking spots should be required if an ADU had more than one bedroom. She said she felt strongly that policy should ensure sufficient land for an external ADU and felt strongly that one of the units should be owner-occupied. She questioned how home businesses would be monitored and regulations enforced.

Council Member Pack agreed with the need for setbacks for external ADUs and the need for a separate entrance for internal ADUs. He acknowledged that any decision regarding ADUs would solve some issues and create others. Council Member Pack commented that the goal was to provide an opportunity for affordable housing and spoke of the difficult balance between rights of a property owner and the rights of neighboring property owners. He said that, based on his research, on-street parking seemed to be the biggest concern.

Council Member McConnehey said he was fine with most of Section A of the proposed ordinance. He suggested removing most of the language related to location and type of building. He expressed support for proposed parking requirements, and support for making ADUs a conditional use. Council Member McConnehey said he did not think a rental license or participation in the Good Landlord Program should be required if an ADU was rented to a family member. He said he wanted to take a minimalist approach to regulation, and said he believed the City should already have enforcement measures in place to address potential impacts on neighboring property owners. Council Member Green said he agreed with the direction of Council Member McConnehey's comments.

Mr. Langford noted that he believed Staff had enough direction from the Council to move forward.

C. New Business

The Council reviewed a list of new business items expected to appear on future Council agendas.

Council Chair Jacob adjourned the work session at 6:54 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on January 27, 2021. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 10th day of February 2021



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL MEETING

Wednesday, January 27, 2021 – 7:00 p.m.
Approved February 10, 2021

This meeting was held electronically via Zoom and streamed on West Jordan's YouTube channel
base location at City Hall 8000 S Redwood Road • West Jordan, UT 84088

COUNCIL: Chair Zach Jacob, Vice-Chair Kelvin Green, Chad Lamb, Christopher McConnehey, David Pack, Kayleen Whitelock, and Melissa Worthen

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Director, Community Engagement & Government Affairs Tauni Barker, Mayor Dirk Burton, Public Works Director Brian Clegg, Lieutenant Chaundra Edmonds, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, IT Administrative Assistant Rachel MacKay, Fire Chief Derek Maxfield, Economic Development Director Chris Pengra, Assistant City Attorney David Quealy, Council Office Clerk Cindy Quick, Risk/Emergency Manager Jared Smith, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

PUBLIC: Alexandra Eframo, Gordon Clark, Justin Adams, Matthew Green, and Scott Holmes

1. CALL TO ORDER

Council Chair Jacob called the Council meeting to order at 7:00 p.m. and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19, dated January 8, 2021, and effective for 30 days.

2. PLEDGE OF ALLEGIANCE

Tauni Barker led participants in the pledge of allegiance.

3. CITIZEN COMMENT

Council Chair Jacob opened the citizen comment period at 7:05 p.m.

Citizen Comments:

None

Council Chair Jacob closed the citizen comment period at 7:07 p.m.

4. REPORTS TO CITY COUNCIL

i. Council Office Report

Council Office Director Alan Anderson reported on continued upgrades to Council Chambers. Council meetings were streamed live on YouTube and would be streamed live on Facebook as well beginning later in the spring.

ii. City Council Reports

Council Member Green reported the Sustainability Committee was working with Event Staff and Community Engagement to ensure a good farmers market program in 2021. He suggested citizens interested in participating on the Sustainability Committee could submit an application.

Council Member Worthen reported West Jordan High was recognized as a High School of Excellence for closing the gap in multi-cultural learning. She spoke of virtual school options available. Council Member Worthen said plans were moving forward for the 2021 Western Stampede and requested Council response regarding participation in upcoming events.

Council Member Pack reported on a recent Healthy West Jordan Committee meeting and provided an update regarding the Mayoral Appointment Committee.

Council Chair Jacob reported on virtual Utah League of Cities and Towns Legislative Policy Committee meetings.

iii. Mayor's Report

Mayor Dirk Burton spoke of COVID-19 vaccinations, a recent virtual meeting with Congressman Owens, and the budget and strategic planning process. Mayor Burton reported he was elected Vice Chair of the County Council of Governments (COG).

iv. Chief Administrative Officer's Report

Chief Administrative Officer Korban Lee turned time to staff for some brief updates.

- Chief Maxfield reported Fire Department staffing changes.
- Economic Development Director Chris Pengra updated the Council on business retention and expansion efforts.
- Director of Community Engagement and Government Affairs Tauni Barker provided an update on the current Legislative Session and bills that may impact the City, particularly a bill related to ADUs, and answered questions from the Council. Ms. Barker expressed gratitude for the opportunity to work with Police Chief Wallentine.

v. Unfinished Business

The Council received an update on unfinished business items from previous meeting agendas.

5. BUSINESS ITEMS

a. Presentation on City Hall Space Efficiency Project

Chief Administrative Officer Korban Lee updated the Council regarding a City Hall Space Study, performed with the help of JRCA Architects, with a goal to prepare City Hall for the most effective and efficient use of space over the next 30+ years. Council Member McConnehey left at 7:38 p.m. and returned at 7:39 p.m.

Scott Holmes and Matthew Green with JRCA Architects spoke of the design process and presented a Needs Assessment Summary. Mr. Green explained a recommended layout of departments within City Hall, with public interface primarily located on the first floor. Mr. Lee briefly explained preliminary plans for a future health clinic for employees at City Hall. Council Member Lamb requested a better layout for the conference room in the Community Engagement area. Council Member Whitelock requested space for Council Members to secure personal items.

Mr. Holmes stated changes would take place in a phased approach to minimize disruption to City departments. Mr. Lee explained his intention to keep the Council informed.

b. Salt Lake County Multi-Jurisdictional Hazard Mitigation Plan

Risk/Emergency Manager Jared Smith oriented the Council with the 2019 Salt Lake County Multi-Jurisdictional Hazard Mitigation Plan, stated the City Attorney recommended Council approval, and answered questions from the Council.

MOTION: Council Member McConnehey moved to approve Resolution No. 21-003 adopting the 2019 Salt Lake County Multi-Jurisdictional Hazard Mitigation Plan West Jordan City Jurisdictional Annex (“Plan”).
Council Member Green seconded the motion.

The vote was recorded as follows:

| | |
|---------------------------------------|-----|
| Council Member Kelvin Green | Yes |
| Council Member Chad Lamb | Yes |
| Council Member Christopher McConnehey | Yes |
| Council Member David Pack | Yes |
| Council Member Kayleen Whitelock | Yes |
| Council Member Melissa Worthen | Yes |
| Council Chair Zach Jacob | Yes |

The motion passed 7-0

c. Amendments to the City of West Jordan Annual Budget for Fiscal Year 2020-2021

Administrative Services Director Danyce Steck reviewed proposed Fiscal Year 2020-2021 Budget Amendments with the Council. A public hearing for the proposed amendments was held at the previous Council meeting.

MOTION: Council Member McConnehey moved to approve Ordinance No. 21-01 amending the City of West Jordan’s Annual Budget for Fiscal Year 2020-2021.
Council Member Green seconded the motion.

Council Member Whitelock thanked Ms. Steck for her work in helping the City move to a better financial position.

The vote was recorded as follows:

| | |
|---------------------------------------|-----|
| Council Member Kelvin Green | Yes |
| Council Member Chad Lamb | Yes |
| Council Member Christopher McConnehey | Yes |
| Council Member David Pack | Yes |
| Council Member Kayleen Whitelock | Yes |
| Council Member Melissa Worthen | Yes |
| Council Chair Zach Jacob | Yes |

The motion passed 7-0

d. City Code Amendment - Mayor’s Compensation

City Attorney Rob Wall explained proposed amendments to Section 1-7-2 and 1-11A-18 regarding Mayor’s compensation.

MOTION: Council Member McConnehey moved to approve Ordinance No. 21-03 amending the 2009 West Jordan City Code Section 1-7-2 and 1-11A-18 (Mayor’s Compensation).
Council Member Worthen seconded the motion.

The vote was recorded as follows:

| | |
|-----------------------------|-----|
| Council Member Kelvin Green | Yes |
|-----------------------------|-----|

| | |
|--|------------|
| Council Member Chad Lamb | Yes |
| Council Member Christopher McConnehey | Yes |
| Council Member David Pack | Yes |
| Council Member Kayleen Whitelock | Yes |
| Council Member Melissa Worthen | Yes |
| Council Chair Zach Jacob | Yes |

The motion passed 7-0

e. Community Renewable Energy Act Update

Council Office Director Alan R. Anderson provided a brief history of the Community Renewable Energy Act (CREA). Director, Community Engagement & Government Affairs Tauni Barker stated 23 Utah cities and counties, including West Jordan, originally resolved to adopt 100 net-renewable electricity by 2030. Two communities (Ogden and West Valley City) had since dropped out of the program. The base cost for the City of West Jordan was estimated to be \$75,833, with total costs over the next two years estimated at \$106,500. If any other cities were to drop out, costs for remaining cities would increase. Mr. Anderson said the next step would be to draft an interlocal agreement if the Council wanted to move forward.

Council Member McConnehey said he was concerned about air quality, and said the fact that cities representing one-fifth of the population had dropped out emphasized to him the need for something to be done by the State. Given the disproportionate burden of cost that would fall on residents of West Jordan, and the lower than anticipated potential benefit, Council Member McConnehey said he did not see a reason for the City of West Jordan to participate further.

Responding to a question from Council Member Green, Ms. Barker confirmed it was not formalized which utilities would be approved and what the utility costs would be for citizens. She said utility rates would likely increase for participating residents in the short-term, with the hope of reduced rates in the long-term. Council Member Green said he agreed with Council Member McConnehey that the City should not participate further.

Responding to a question from Council Chair Jacob, Ms. Barker said there would be multiple opportunities for the City to opt out of the program moving forward but continuing from this point West Jordan would be responsible for the initial participation cost. Ms. Barker said the cities that opted out had contacted the Mayor's Office and indicated willingness to participate in some type of renewable energy program with a far less significant price tag.

Council Chair Jacob estimated West Jordan would represent around 10-12% of the population if Ogden and West Valley City together represented 20%. He said he did not feel a need to move forward with the CREA given the information shared.

Council Member Worthen said she would be interested in participating in something more cost effective with the cities that opted out, and said she agreed with not moving forward with the CREA. Council Member Whitelock said she voted against participating to begin with, and her feelings had not changed.

City Attorney Rob Wall said he would check to make sure no further action was needed to end participation.

6. REMARKS

Council Member Worthen –

- Gave a shout-out to Chamber West for the Legislative Round-Up, and thanked Ms. Barker for her work related to the Legislative Session.

Council Member Whitelock –

- Said Western Growth held a Legislative Round-Up on Saturday mornings. She questioned if a resolution or letter of support for traffic infrastructure from the Council would be appropriate. Mr. Wall said he would work with Mr. Anderson to draft a letter.

Council Member Pack –

- Thanked Chris Pengra for reaching out regarding west side amenities and zoning for economic development, and thanked Mr. Pengra for a recent “Big Bend” field trip.
- Said he appreciated the agenda tracker and suggested a discussion regarding which topics could be handled via email.

Council Member McConnehey –

- Commented it would be nice for the State to take the initiative regarding renewable energy and air quality.
- Said he was impressed with Council Chair Jacob’s handling of the meeting.

Council Chair Jacob –

- Requested Council feedback regarding continuation of remote Council meetings without an anchor location. He said he would prefer to not sign a declaration for February, and to welcome the public back to City Hall for Council meetings (with masks).

Council Member Lamb –

- Said he agreed with returning to City Hall as an anchor location for Council meetings with the public welcome (with masks and social distancing). Council Member Pack said he agreed with providing a variety of participation options to the public, and with City Hall functioning as an anchor location.

The Council reviewed a list of scheduled meetings and upcoming discussion topics.

7. ADJOURN

Council Member Green moved to adjourn the meeting, and Council Member McConnehey seconded the motion. All voted in favor and the motion passed unanimously. The meeting adjourned at 9:12 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on January 27, 2021. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 10th day of February 2021