



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL WORK SESSION

Wednesday, February 10, 2021 - 5:30 p.m.
Approved February 24, 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 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, Economic Development Assistant Manager Paul Coates, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, Officer Lofgren, IT Administrative Assistant Rachel MacKay, Fire Chief Derek Maxfield, Senior Planner Ray McCandless, Assistant City Attorney Duncan Murray, Economic Development Director Chris Pengra, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, Assistant City Attorney Jared Tingey, and City Attorney Robert Wall

PUBLIC: Alexandra Eframo, Erin Dixon, Jamie Youtz, Justin Adams, and Shawn Sandberg

CALL TO ORDER

Council Chair Jacob called the work session to order at 5:30 p.m. and noted the meeting was open to the public at City Hall with social distancing measures in place. The meeting was held electronically via Zoom and streamed on West Jordan's YouTube channel.

A. Economic Development Annual Strategic Plan Update

Economic Development Director Chris Pengra provided an annual update regarding the Economic Development Strategic Plan, and informed the Council he would provide quarterly progress updates through the year. He outlined strategic goals identified for 2021 as follows:

- Develop retail opportunities that will make a meaningful contribution to West Jordan's financial success, and improve quality of life for our residents
- Position West Jordan to compete nationally for the highest value projects in capital investment and jobs
- Earn the reputation as a City that takes exceptional care of its business community
- Elevate West Jordan's brand within the State as an authority on effective economic development
- Elevate the value of existing developments through innovative partnerships and drawing new investments

Mr. Pengra outlined Economic Development Department strategic priorities: organizational priorities; business development and business care; RDA and revitalization; and promote the City. Council Member Green expressed a desire to pursue use of RDA funds to benefit project areas. Mr. Pengra responded Staff were actively looking into prioritizing and utilizing RDA funds.

B. Discussion on Helipads in West Jordan City

Council Member Green explained that he believed the City needed to proactively put regulation in place regarding helipads and helicopter operations and asked the Council if they wanted to proceed with putting an ordinance in place. He posed the following questions for discussion:

- Where to allow helipads to be built?
 - Airport Overlay Zone?
 - Other areas and where?
 - Distance from homes?
- What are exempt?
 - Hospitals?
 - Others?
- Construction standards?

Council Member Whitelock said she would be okay with helipads in business areas. Council Member Pack commented that setbacks, clearance, and times allowed would need to be addressed. He suggested learning from the experience of other cities. Council Member Worthen said she did not like the idea of helipads in residential areas. Council Member Green said he would begin drafting an ordinance.

C. FY2022 Budget – General Fund Revenue

Administrative Services Director Danyce Steck showed General Fund revenue over the last six fiscal years, and explained estimates prepared for FY2022 General Fund revenue (\$59,276,993).

Sources of General Fund revenue:

- Property tax = 30%
- Sales tax = 40%
- Franchise tax = 12%
- Fees & fines = 14%
- Transfers in = 4%

Ms. Steck explained sources of General Fund revenue, and discussed Franchise Fees with the Council. She commented on reduced revenue from telecom fees in recent years (with elimination of landlines), and commented that cable fees may also reduce in the future with availability of streaming services. Ms. Steck shared an early high-level estimate of FY2022 expenses based on the FY2021 Budget, and emphasized that numbers would change through the budget cycle.

FY2022 Baseline:

Revenues	\$59,300,000
Personnel	\$42,450,000
Operations	\$14,000,000
Capital	\$ 2,600,000
Debt Service	\$ 2,350,000
Shared Services	<u>(\$4,400,000)</u>
	\$57,000,000
Remaining	\$ 2,300,000 (to apply to Personnel)

Council Chair Jacob thanked Ms. Steck for the presentation. Ms. Steck commended the Council and Staff for their hard work getting the City to a healthier financial position.

D. New Business

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

- a. **Town Center at Copper Rim;** 7800 South Copper Rim Drive; Amend the Future Land Use Map from Community Commercial and Medium Density Residential to Mixed Use (as recommended by staff) and Rezone approximately 35.66 acres from P-C (Planned Community) Zone to P-C (IOZ) (Planned Community – Interchange Overlay Zone) Zone (as requested by the applicant) including Master Development Plan and Master Development Agreement; CW Land Co. (applicant) [*Scott Langford, Community Development Director*]
- b. **Ordinance No. 21-05** amending City Code regarding alcohol licenses, including alcohol definitions and permitted and conditional alcohol uses in certain commercial zones [*Larry Gardner, City Planner/Zoning Administrator*]

Council Member Kelvin Green noted that the packet posted may not be amended for the next meeting. He felt it may require a more in-depth discussion.

- c. **Ordinance No. 21-06** amending City Code regarding the election of council chair and vice-chair [*Alan R. Anderson, Council Office Director*]
- d. **Big Bend Project** - Contract, Deed and Conservation Easement [*David Clemence, Real Property Administrator*]

Council Chair Jacob adjourned the work session at 6:45 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on February 10, 2021. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 24th day of February 2021



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL MEETING

Wednesday, February 10, 2021 – 7:00 p.m.
Approved February 24, 2024

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

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Treasurer Tyler Aitken, Director, Community Engagement & Government Affairs Tauni Barker, Mayor Dirk Burton, Public Works Director Brian Clegg, 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, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, Assistant City Attorney Jared Tingey, and City Attorney Robert Wall

PUBLIC: Alexandra Eframo, Colin Wright, Jamie Youtz, Brian Youtz, Justin Adams, Steve Schiele

1. **CALL TO ORDER**

Council Chair Jacob called the meeting to order at 7:00 p.m. and noted the meeting was open to the public at City Hall with social distancing measures in place. The meeting was also held electronically via Zoom and streamed on West Jordan's YouTube channel.

2. **PLEDGE OF ALLEGIANCE**

Mayor Dirk Burton commented that the Boy Scouts of America turned 111 years old in February and led participants in the pledge of allegiance.

3. **CITIZEN COMMENT**

Chair Jacob opened the citizen comment period at 7:02 p.m.

Citizen Comments:

Alexandra Eframo, West Jordan resident, commented on a recent communication with Council Member Worthen, and said she was devastated to have been called a liar and firmly denied the allegation. Ms. Eframo stated she was completely against the proposed remodel of City Hall considering the many financial issues the community was facing.

Jamie Youtz and Brian Youtz, West Jordan residents, referred to proposed Ordinance No. 21-05 on the agenda regarding alcohol licensing. Ms. Youtz said she wanted to add a wine tasting class to services offered at her art studio business, and explained that West Jordan Code did not currently include the educational special use license type required by the Department for Alcoholic Beverage Control for City endorsement. She said she would love to see West Jordan offer current license types.

Chair Jacob closed the citizen comment period at 7:10 p.m.

4. **REPORTS TO CITY COUNCIL**

i. Council Office Report

Council Office Director Alan Anderson reported that the General Plan Committee had drafted a 15-question survey available on the West Jordan website. He said 112 responses had been received so far. Mr. Anderson encouraged residents to follow the City Council on Facebook and Twitter.

ii. City Council Reports

Council Member McConnehey reported the Utility Budget Committee met and gave feedback to Administrative Services Director Danyce Steck.

Council Member Green reported on a recent Land Use Committee meeting.

Council Member Worthen provided an update on upcoming events and requested volunteer help for Take-a-Walk-in-the-Park Day. She reported on recent meetings of the Jordan School District Board and Chamber of Commerce.

iii. Mayor's Report

Mayor Dirk Burton spoke of the importance of setting transportation goals and improving east/west transportation routes and expressed hope that the Council would join him in signing a letter to let legislators know West Jordan was interested in active transportation. The Mayor reported on a recent business ribbon-cutting and provided an update on COVID-19 vaccination efforts.

iv. Chief Administrative Officer's Report

Chief Administrative Officer Korban Lee congratulated Mike Jones, Brandy Jamison, and Tom McOmie for being named Employees of the Year, and Jared Smith and Jerry Street for being recognized as Managers of the Year.

Director of Community Engagement and Government Affairs Tauni Barker reported the City had entered into a contract with Love Communications to create a new City website. She said she anticipated the new website launching in June. Ms. Barker informed the Council that City utility billings would include inserts with information regarding events and issues important to the City. She reported online public meetings would be held regarding an impact study for projects on 1300 West (March 11) and 7800 South (March 18). Ms. Barker updated the Council regarding Legislative issues and encouraged the Council to reach out to Legislators regarding HB 244.

v. Unfinished Business

Chair Jacob updated the Council on unfinished business items from previous Council meeting agendas.

- a. **PC - Hillside Zone Text Amendments** - Introduced November 19, 2019. Council discussion on March 11, 2020 further refinement needed. Public hearing held during Planning Commission on December 15, 2020 and continued to January 19, 2021 and will be presented again with draft MDA.
- b. **Design Standards for Industrial Zones** – Work Session discussion during City Council meeting on August 12, 2020 – staff to draft changes proposed with Economic Development Director. Council assigned this to the Land Use Subcommittee.
- c. **Storage of Commercial Vehicles** – presented as new business to Council on July 29, 2020 – public hearing held during City Council meeting on August 12, 2020 – discussed during City Council Work Session on August 26, 2020 and referred back to staff. Tentatively scheduled for early 2021.
- d. **Accessory Dwelling Units** - discussion held during Joint Planning Commission and City Council meeting on April 29, 2020. Planning Commission held public hearing on August 18, 2020 the commission asked for further public outreach. Discussion held during City Council on January 27, 2021 requested draft ordinance language be updated and presented to Planning Commission.

5. BUSINESS ITEMS

a. Performance Measures Report – Treasury

City Treasurer Tyler Aitken provided an update on the Treasury division of the Administrative Services Department. Responsibilities of the Treasury division included: utility billing; debt issuance; revenue; investments and money management. Mr. Aitken updated the Council regarding delinquent utility accounts/utility shut-offs; utility bill redesign, printing; and mailing; and the online payment method expected to be implemented soon.

Council Members thanked Mr. Aitken for his presentation. Council Member Pack mentioned an issue of which he was aware regarding duplicative bills. Responding to a question regarding forms of payment, Mr. Aitken said Staff had considered adding Discover as a payment option but had opted not to accept American Express because of the expense involved. Council Member Green said American Express cost him the same as VISA to accept in his business. He asked if business licensing could be facilitated online to reduce mailing costs. Mayor Burton confirmed online business licensing was the plan.

Responding to a comment from Council Member Whitelock, Mr. Aitken stated paper billing would continue to be an option. He explained that the online billing vendor had a public information plan to inform citizens of the online billing option.

b. Joint Resolution Declaring Intent to Adjust the Boundary of the Kearns Improvement District within West Jordan City.

Community Development Director Scott Langford oriented the Council with the proposed Joint Resolution with Kearns Improvement District (KID) to declare intent to adjust the service boundary. He explained State requirements regarding noticing and time between meetings. If the Council chose to adopt Resolution No. 21-004, a public hearing would be scheduled for April 14, 2021.

MOTION: Council Member Whitelock moved to approve the Joint Resolution No. 21-004 declaring the City Council's intent to adjust the boundary of the Kearns Improvement District within West Jordan City.
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

c. Municipal Form of Government Revisions

Assistant City Attorney Duncan Murray presented proposed revisions to City Code regarding the Municipal Form of Government and recommended one minor word change ("papers" to "documents") for consistency.

MOTION: Council Member McConnehey moved to approve Ordinance No. 21-04 an ordinance amending the 2009 West Jordan City Code (Change of Municipal Form of Government Revisions) and correct script errors that may exist.
Council Member Green seconded the motion.

Council Member Green thanked Mr. Murray for cleaning up the section of code. Mr. Murray commented that other members of the legal team assisted with the update.

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

6. CONSENT ITEMS

a. Approve Meeting Minutes

- *January 13, 2021 City Council Meeting*
- *January 27, 2021 City Council Work Session and Regular Meeting*

The Council reviewed the consent agenda.

**MOTION: Council Member Green moved to approve Consent Item 6a as listed.
Council Member McConnehey 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

7. REMARKS

Council Chair Jacob recognized and thanked Chris McConnehey for his service in the last year as Council Chair.

Council Member Melissa Worthen shared a shout-out from a resident to Scott Langford, expressing appreciation for his kindness in responding to a recent concern. Council Member Worthen thanked Mr. Langford and his Staff for the work they do.

Council Member Chris McConnehey shared condolences with the family of an individual who made significant contributions to the community who recently passed away. Chair Jacob echoed his sentiment.

The Council reviewed upcoming agenda issues on the agenda tracker.

8. ADJOURN

Council Member McConnehey moved to adjourn the meeting, and Council Member Worthen seconded the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 8:19 pm.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on February 10, 2021. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 24th day of February 2021