

**MINUTES OF THE CITY OF WEST JORDAN
CITY COUNCIL WORK SESSION**

Wednesday, May 13, 2020 - 5:30 p.m.

Based from City Hall, 8000 South Redwood Road, West Jordan, Utah 84088

**With participants attending electronically via Zoom, and streamed on the
West Jordan YouTube channel due to the COVID-19 pandemic**

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

STAFF: Alan R. Anderson, Acting Council Office Director; Brian Clegg, Public Works Director; Korban Lee, CAO; Dirk Burton, Mayor; Danyce Steck, Finance Director; Michael Oliver, IT; Scott Langford, Community Services Director; Jared Smith, Risk & Emergency Manager; Derek Maxfield, Fire Chief; Duncan Murray, Assistant City Attorney; Bill Baronowski, Traffic Engineer; Janet Elledge, Prosecution Attorney; Ken Wallentine, Police Chief; Larry Gardner, City Planner; Paul Coates, Business Development Manager; Tauni Barker, Community Engagement Director

PUBLIC: Rep. Ben McAdams; Allyson Heyrend; Christie Hutchings

CALL TO ORDER

Chair McConnehey called the work session to order at 5:30 p.m.

MOTION TO ALLOW PARTICIPATION 1-13-1

Councilmember Green moved to approve electronic participation in the meeting by the Mayor, Staff, those listed on the agenda, and any other individuals called upon by the Council Chair. Chair McConnehey seconded the motion, which passed by unanimous vote (7-0).

BUDGET OVERVIEW

Danyce Steck presented an overview of the FY 2020/2021 Proposed Budget. She explained changes from previous proposed budgets presented to the Council: increased transparency; work and performance measures; color coded fiscal years; 5-year plans; and new funds. Changes yet to be implemented include: increased communication; key performance indicators to other cities; long-term financial plan; and citizen's budget.

Ms. Steck presented General Fund revenue and expense assumptions pre and post COVID-19, and explained that West Jordan anticipates a 15% loss in sales tax revenue, with the following recommended General Fund adjustments in response:

Revenue

- Transfer in 5% utility revenue from utility funds

Expense

- Reduction in force
- Extended life on police vehicles to 5 years
- Transportation sales tax funding Streets Department

Reserves

- Use of reserve funds

Ms. Steck presented a schedule of upcoming budget meetings and public hearings, with adoption of the FY 2021 Final Budget and certification of the tax rate scheduled for June 24, 2020. Ms. Steck showed ending fund balances and a General Fund summary, and answered questions from the Council.

Responding to a question from Councilmember Green, Ms. Steck pointed out that property tax is the only revenue source over which the City has direct control. Councilmember Green commented that either the budget needs to be cut by 8%, or property tax needs to increase by 20% for the City to break even, at a time when many citizens are unemployed and struggling financially. Councilmember Green expressed support for cutting \$3 million from the budget.

Responding to a question from Councilmember Whitelock, Ms. Steck explained that the General Fund cannot be subsidized by transfers from other funds. Councilmember Jacob spoke of the danger of being a bedroom community with not enough sales tax revenue. Chair McConnehey expressed concern regarding actions that would be necessary next year if something is not done this year. He suggested a 12-15% increase should be considered for FY 2021. Councilmember Worthen agreed that a property tax increase will be necessary, but said she would not support one this year considering the stress citizens have already dealt with this year. Councilmember Jacob said he would support a 3-5% property tax increase this year.

The Council thanked Ms. Steck, the Mayor, and Staff for their dedication and many hours spent preparing the budget.

NEW BUSINESS AND UNFINISHED BUSINESS

The Council reviewed new business items that will appear on the next Council agenda.

Chair McConnehey adjourned the work session at 6:47 p.m.

I, Cindy Quick, City Recorder of West Jordan hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on May 13, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

**Cindy M. Quick, MMC
City Recorder**

Approved this 10th day of June 2020

**MINUTES OF THE CITY OF WEST JORDAN
CITY COUNCIL MEETING**

Wednesday, May 13, 2020 - 7:00 p.m.

Based from City Hall, 8000 South Redwood Road, West Jordan, Utah 84088

**With participants attending electronically via Zoom, and streamed on the
West Jordan YouTube channel due to infectious disease COVID-19**

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

STAFF: Alan R. Anderson, Acting Council Office Director; Brian Clegg, Public Works Director; Korban Lee, CAO; Dirk Burton, Mayor; Danyce Steck, Finance Director; Michael Oliver, IT; Scott Langford, Community Services Director; Jared Smith, Risk & Emergency Manager; Derek Maxfield, Fire Chief; Duncan Murray, Assistant City Attorney; Bill Baronowski, Traffic Engineer; Janet Elledge, Prosecution Attorney; Ken Wallentine, Police Chief; Larry Gardner, City Planner; Paul Coates, Business Development Manager; Tauni Barker, Community Engagement Director

PUBLIC: Rep. Ben McAdams; Allyson Heyrend; Christie Hutchings

I. CALL TO ORDER

Chair McConnehey called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Pledge was led by Tauni Barker, Community Engagement Director.

***REDEVELOPMENT AGENCY, MUNICIPAL BUILDING AUTHORITY, AND
FAIRWAY ESTATES SPECIAL SERVICE RECREATION DISTRICT
MEETINGS***

At 7:02 p.m., the City Council moved to a meeting of the City of West Jordan RDA Board, moved to a meeting of the Municipal Building Authority at 7:09 p.m., and moved to a meeting of the Fairway Estates Special Service Recreation District Board at 7:13 p.m., returning to regular Council meeting at 7:17 p.m.

III. CITIZEN COMMENT

Chair McConnehey opened the citizen comment period, and closed the citizen comment period seeing that no one indicated a desire to speak.

SPECIAL RECOGNITION

- West Jordan Firefighters' Day and Peace Officers Day – Councilmember Green read aloud Resolution No. 20-30 declaring May 4th as West Jordan Firefighters' Day and May 15th as West Jordan Peace Officers Day, annually.

MOTION: Councilmember Green moved to approve Resolution No. 20-30. Councilmember Lamb seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

- West Jordan Public Works Week – Councilmember Green read aloud Resolution No. 20-29 declaring the third week in May as West Jordan Public Works Week, annually.

MOTION: Councilmember Green moved to approve Resolution No. 20-29. Councilmember Worthen seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

IV. COMMUNICATIONS

i. MAYOR'S REPORT

Mayor Burton invited Congressman Ben McAdams to share experiences with the Council. Congressman McAdams thanked the Councilmembers for their service, shared his experience with infectious disease COVID-19, emphasizing the seriousness of the illness, and answered questions from the Council.

The Mayor congratulated Class of 2020 graduates, expressed appreciation to City public safety staff, expressed condolences to families in the community dealing with tragedy, and spoke of efforts to stay connected with small businesses in the City.

ii. CAO'S REPORT

Korban Lee updated the Council regarding waste disposal costs, as well as the need to replace the roof on the Public Safety Building. He commended the Police Department and the IT Department for outstanding service, and thanked all City employees for their dedication.

Tauni Barker updated the Council regarding customer services at City Hall. She read aloud a letter from a community member expressing gratitude and appreciation for the Police

Department and asking the City to highly value the officers' training and experience when considering the City Budget. Ms. Barker reported that the annual Western Stampede was cancelled for 2020 due to infectious disease COVID-19, and updated the Council regarding City social media.

iii. COVID-19 UPDATE

Jared Smith provided an update regarding COVID-19 infection rates and hospital bed utilization in Salt Lake County as well as the State of Utah.

iv. COUNCIL OFFICE REPORT

Alan Anderson reported on Council Office matters.

v. CITY COUNCIL COMMENTS

Councilmember Green –

- Thanked the Police and Fire Departments for their service.
- Referred to and expressed concern regarding an agreement for Salt Lake County Police services.

Councilmember Worthen –

- Expressed appreciation for City Police and Fire personnel.
- Reported that the West Jordan Animal Shelter was in need of bunny and cat food donations.

Councilmember Whitelock –

- Thanked the Police and Fire Departments for their dedication during this difficult time, and thanked West Jordan residents for their kindness.

Councilmember Lamb –

- Thanked the Councilmembers for their hard work, and said he looked forward to being able to gather in person.

Councilmember Pack –

- Spoke of his many opportunities to serve within the community.

Councilmember Jacob –

- Echoed the appreciation that had been expressed for the Police and Fire Departments.
- Encouraged everyone to find ways for experiences to be as real as possible in the current situation.

Chair McConnehey –

- Thanked the Mayor's Office for efforts in the community, and expressed appreciation for the Police and Fire Departments.

V. PUBLIC HEARINGS

a. ENGINEERING POLICIES AND DESIGN CRITERIA MANUAL

Duncan Murray explained the recommendation to hold a public hearing and consider officially re-approving Ordinance No. 20-09, the Engineering Policies and Design Criteria Manual.

Chair McConnehey opened a public hearing at 8:33 p.m., and closed the public hearing seeing that no one indicated a desire to comment.

MOTION: Councilmember Green moved that the City Council approve Ordinance No. 20-09, an ordinance re-approving the provisions of the Engineering Policies and Design Criteria Manual as land use regulations and as presently constituted. Councilmember Worthen seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Absent
Councilmember Lamb	Yes

The motion passed 6-0, with Councilmember Jacob temporarily not present electronically.

b. 2009 WEST JORDAN CITY CODE

Mr. Murray explained the recommendation to hold a public hearing and consider officially re-approving Ordinance No. 20-10, the entirety of Titles 5 (Environment and Health), 8 (Public Works, Public Ways and Property), 9 (Utilities), 10 (Building Regulations), and 11 (Land Disturbance) as presently constituted.

Chair McConnehey opened a public hearing at 8:41 p.m., and closed the public hearing seeing that no one indicated a desire to comment.

MOTION: Councilmember Green moved that the City Council approve Ordinance No. 20-10, an ordinance re-approving Titles 5, 8, 9, 10, and 11 of the 2009 West Jordan City Code as land use regulations and as presently constituted. Councilmember Lamb seconded the motion.

Councilmember Jacob stated that, although he intended to vote in favor of the motion, it was his opinion that code enforcement, among other topics, should be reviewed and reconsidered.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

c. MASTER TRANSPORTATION PLAN UPDATE

Nate Nelson explained proposed amendments to the City Transportation Masterplan to allow for changes to the 6400 West and 6700 West alignments between Wells Park Road and Old Bingham Highway. The two streets would be combined south of Wells Park Road to a new street called “6500 West”. The proposed change to the street network would allow large developments to progress in the area and maintain traffic connectivity in the area. The streets that connect Wells Park Road to Old Bingham Highway in this industrial area would be constructed by the adjacent developers according to the West Jordan City development code. Mr. Nelson answered questions from the Council.

Chair McConnehey opened a public hearing at 8:54 p.m., and closed the public hearing seeing that no one indicated a desire to comment.

MOTION: Councilmember Whitelock moved to adopt Ordinance No. 20-08 approving the proposed changes to the City Transportation Masterplan Future Roadway Network. Councilmember Green seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Absent
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 6-0, with Councilmember Worthen temporarily not present electronically.

VI. CONSENT ITEMS

- a. Approve meeting minutes: April 1, 2020 and April 6, 2020 City Council Meeting; April 8, 2020 and April 15, 2020 Work Session and City Council Meeting; April 16, 2020 Work Session
- b. Approve Wastewater Planning Program Annual Report for the City of West Jordan, Resolution No. 20-26

Councilmember Green pointed out that documents related to Consent Item 6b were not provided for Council review, and suggested postponing approval of 6b to the next meeting.

MOTION: Councilmember Green moved to approve Consent Item 6a. Councilmember Jacob seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes

Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

VII. CONSENT ITEMS DISCUSSION

No Consent Items were pulled for discussion. Consent Item 6b will be included on the next City Council agenda for review and consideration.

VIII. BUSINESS ITEMS

a. TENTATIVE BUDGETS FOR THE CITY OF WEST JORDAN FOR FISCAL YEAR 2020-2021

Mayor Burton spoke of efforts to increase revenues and reduce expenditures to provide a balanced budget for FY 2021. Danyce Steck presented the FY 2021 Tentative Budget for Council receipt.

MOTION: Councilmember Green moved to accept the Tentative Budget for the City of West Jordan for FY 2021. Councilmember Whitelock seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Absent
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 6-0, with Councilmember Pack temporarily not present electronically.

b. AMEND MUNICIPAL CODE TITLE 1, CHAPTER 13 PUBLIC MEETINGS

Councilmember Green explained proposed amendments to Title 1, Chapter 13 (Public Meetings) regarding procedures for electronic meetings, voting requirements, and other technical changes.

MOTION: Councilmember Green moved to approve Ordinance No. 20-07 amending Title 1, Chapter 13 of the West Jordan City Code. Councilmember Jacob seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes

Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

c. AMEND COUNCIL RULES

Councilmember Green explained proposed Resolution No. 20-28 regarding amendments to the Council Rules.

MOTION: Councilmember Whitelock moved to approve Resolution No. 20-28 regarding amendments to the Council Rules. Councilmember Green seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

d. CITY COUNCIL COMMITTEE ASSIGNMENTS

The Council reviewed a list of Council committee assignments for 2020.

MOTION: Councilmember Green moved to approve the Council committee assignments as reviewed. Councilmember Whitelock seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes
Councilmember Lamb	Yes

The motion passed 7-0.

e. APPROVE TEMPORARY SIGN REGULATIONS

Scott Langford explained proposed temporary standards for signs to provide flexibility to businesses, institutional uses, and other uses to aid economic recovery from COVID-19,

effective through August 2020. Councilmember Green said he would prefer the temporary regulations to extend through September 2020.

Councilmember Green and Chair McConnehey mentioned concerns with proposed standard C.1 regarding attachment of signs. The Council discussed amending the language of C.1. Councilmember Jacob expressed the opinion that sign attachment requirements were sufficiently addressed in other sections of the temporary sign standard, and suggested removing Section C. He agreed with the suggestion to extend the regulations through September 2020, and suggested it may be beneficial for some of the temporary regulations to be integrated into the City Sign Code. The group discussed specifying that temporary sign regulations would not apply to billboards. Councilmember Green suggested including reference to the definition of “temporary sign” in Title 12.

Councilmember Green moved to continue Ordinance No. 20-11 to the next possible Council date. Chair McConnehey seconded the motion, which passed by unanimous vote (7-0).

IX. WORKSESSION

a. MJ-PROJECT 1 – GENERAL PLAN LAND USE MAP AMENDMENT AND ZONING MAP AMENDMENT

Mr. Langford explained there were two proposed map amendments associated with the application. The applicant was proposing to amend the future land use map on approximately 9 acres from Parks and Open Land to Light Industrial on property located at approximately 6835 West New Bingham Highway. This amendment would remove the parks and open land map designation from a no-name wash area. The property in this wash area was farmed for decades and appears to be more of a low spot in the farm land rather than a defined wash. However, it is still a drainage area and would have to be appropriately dealt with during site plan approval. The applicant also requested to Rezone approximately 60 acres of property from A-20 agricultural zone to M-1 manufacturing zone.

The subject property’s surrounding zoning and land uses were as follows:

	Future Land Use	Zoning	Existing Land Use
North	Medium Density Residential and Community Commercial	A-20	Agriculture
South	Light Industrial	M-1	Warehouse under construction
West	Light Industrial	A-20	Agricultural
East	Light Industrial	A-20	Agricultural

Findings of Fact

- A. The proposed amendment conforms to and is consistent with the adopted goals, objectives, and policies set forth in the City General Plan.
- B. The development pattern contained on the land use plan inadequately provides the appropriate optional sites for the use and/or change proposed in the amendment.
- C. The proposed amendment would be compatible with other land uses, existing or planned, in the vicinity.
- D. The proposed amendment constitutes an overall improvement to the adopted general land use map and is not solely for the good or benefit of a particular person or entity.

- E. The proposed amendment would not adversely impact the neighborhood and community as a whole by significantly altering acceptable land use patterns and requiring larger and more expensive public infrastructure improvements, including, but not limited to, roads, water, wastewater and public safety facilities, than would otherwise be needed without the proposed change.
- F. The proposed amendment is consistent with other adopted plans, codes and ordinances.

Section 13-7D-7(A): Amendments to the Zoning Map

Prior to recommending approval of the proposed amendment to the Zoning Map, the Planning Commission made the following findings:

1. The proposed amendment is consistent with the purposes, goals, objectives, and policies of the City's General Plan.
2. The proposed amendment would result in compatible land use relationships and would not adversely affect adjacent properties.
3. The proposed amendment would further the public health, safety and general welfare of the citizens of the City.
4. The proposed amendment would not unduly impact the adequacy of public services and facilities intended to serve the subject zoning area and property than would otherwise be needed without the proposed change, such as, but not limited to, police and fire protection, water, sewer and roadways.

Mr. Langford answered questions from the Council, and stated that additional information would be presented at the May 27, 2020 meeting.

b. MODERATE INCOME HOUSING PLAN

This item will be placed on a future Council meeting agenda.

X. REMARKS

There were no remarks.

XI. UNFINISHED BUSINESS

The Council was provided a list of matters that have been introduced that remain unresolved.

XII. CLOSED SESSION AND ADJOURNMENT

MOTION: At 10:00 p.m., Councilmember Jacob moved to go into a closed session to discuss the character, professional competence, or physical or mental health of an individual as provided by Utah Code Annotated §52-4-205, and adjourn from there. Councilmember Green seconded the motion.

A roll call vote was taken

Councilmember Green	Yes
Councilmember Whitelock	Yes
Chair McConnehey	Yes
Councilmember Worthen	Yes
Councilmember Pack	Yes
Councilmember Jacob	Yes

Councilmember Lamb Yes

The motion passed 7-0.

The Council convened into a Closed Session at 10:06 p.m.

**DISCUSSION OF THE CHARACTER, PROFESSIONAL COMPETENCE, OR
PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**

1) 10:07 p.m. – 10:23 p.m.

2) 10:23 p.m. – 10:55 p.m.

XIII. ADJOURN

The meeting adjourned at 10:55 p.m.

I, Cindy Quick, City Recorder of West Jordan hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on May 13, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

**Cindy M. Quick, MMC
City Recorder**

Approved this 10th day of June 2020