



# REQUEST FOR COUNCIL ACTION

**Action:** Need Council to take action

**Meeting Date Requested** : 7/28/2021

**Presenter:** Jared C. Tingey

**Deadline of item** : 7/28/2021

**Department Sponsor:** Council Office

**Agenda Type:** Business Item

**Time Requested:** 5 minutes presentation, 10 minute Council

*(Council may elect to provide more or less time)*

## Approval Signatures *(required for all transmittals)*

Submitter: Jared C. Tingey

Dept. Head: [Signature]

Reviewed as to Form: Jared C. Tingey

Executive: [Signature]

Council Office: [Signature]

Council Committee: \_\_\_\_\_

### 1. AGENDA SUBJECT

Consider approving Ordinance No. 21-27 to add Title 7, Chapter 5 Street Name Change to the 2009 West Jordan City code.

### 2. SUMMARY

The Council requested that the Legal Department propose an addition to the Code to provide a process for citizens and the Council for renaming street names. The City Council met in October, November, and December of last year and again in March and May of this year to discuss drafts and provide feedback to the legal department. The attached clean draft represents the most recent round of edits to the new code section. The attached legislative draft shows redlines resulting from comments made by Council Members at the workshop held in May.

Some of the specific changes requested by the City Council and addressed in the attached legislative redlined copy are as follows:

1) All street name changes will be approved by Ordinance and not resolution. The City Council indicated at the meeting in May that the Council wanted to provide the Mayor an opportunity to reject the request to change the street name. To accomplish this purpose, the Legal Department changed the process of approving a street name change from a resolution to an ordinance.

2) Fees will be paid only after the public hearing (instead of at the beginning of the process and a reimbursement being issued if the Council denied the request). The resident does not have to pay the fees before the City Council decides whether it will waive the fees altogether or whether it will approve and have them pay the fees at that time. The City Council should be aware that by having the resident pay after the staff has already processed the application and after the City has paid for the public hearing noticing requirements, it is not guaranteed that the City will be able to collect or be reimbursed for the requested fees if the Council declines the resident's request for a fee waiver or street name change request.

3) The Council Chair decides whether and when to set the public hearing. Amending the language to show that the Council Chair is the person (not the Council Office Director) that sets the date, time, and place for the public hearing.

4) Simplifying the public notice requirements and making it track other similar Utah State Code sections. This change amends the language to have the public noticing track Utah Code Annotated 10-9A-204(2) for the requirements that need to be met for a valid notice of a public hearing. This is a change from listing the details of what is required. This was an attempt to simplify the language.

5) All street name changes are recorded, and none will be honorary in name only. The Council desired that the Code be more clear that this ordinance was only dealing with recorded street name changes versus honorary street names. The reason the Legal Department did not use the word “honorary” is because of the confusion and varied use of that word by different organizations. The Council’s request was met by stating in 7-5-2(6) that all new street name changes would be recorded.

6) Other technical changes were also made.

**3. TIME SENSITIVITY / URGENCY**

This is not a time sensitive or urgent issue.

**4. BUDGET IMPACT**

None.

**5. DEPARTMENT RECOMMENDATION**

The Legal Department recommends the City Council adopt Ordinance No. 21-27.

**6. PLANNING COMMISSION RECOMMENDATION** *(if applicable)*

**7. MOTION RECOMMENDED**

“I move to approve Ordinance No. 21-27, adding Title 7, Chapter 5 “Street Name Change” to the 2009 West Jordan City code.”

**8. MAYOR RECOMMENDATION**

The Mayor recommends the City Council adopts Ordinance No. 21-27, adding Title 7, Chapter 5 “Street Name Change” to the 2009 West Jordan City code.

**9. PACKET ATTACHMENT(S)**

- 1) Ordinance No. 21-27
- 2) Legislative Copy of Code Change [redlines reflect changes from the last draft presented to the City Council]
- 3) Clean Copy
- 4) Minutes of prior meetings

**10. OTHER INFORMATION**

**Ordinance No. 21-27**

**AN ORDINANCE ADDING TITLE 7, CHAPTER 5 (“STREET NAME  
CHANGE”) TO THE 2009 WEST JORDAN CITY CODE**

WHEREAS, the City Council is authorized to change the names of streets pursuant to Utah Code Section 10-8-32, as amended; and

WHEREAS, the City Council desires to have a set process that allows residents to make requests to change their street names; and

WHEREAS, the West Jordan City Council finds it to be in the best interests of the health safety and welfare of the residents of the City of West Jordan to adopt this ordinance.

NOW THEREFORE BE IT ORDAINED BY THE WEST JORDAN CITY COUNCIL AS FOLLOWS:

Section 1. Amendment/Addition. Title 7, Chapter 5 shall be added to the 2009 City Code, attached as Exhibit A.

Section 2. Severability. If any provision this Ordinance is declared to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

Section 3. Effective Date. This Ordinance shall become effective immediately upon posting or publishing as required by law.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

CITY OF WEST JORDAN

By: \_\_\_\_\_  
Zach Jacob  
Council Chair

ATTEST:

\_\_\_\_\_  
Cindy M. Quick, MMC  
Council Office Clerk

**VOTING BY THE CITY COUNCIL**

Council Chair Zach Jacob  
Council Vice Chair Kelvin Green  
Council Member Chad R. Lamb  
Council Member Christopher McConnehey  
Council Member David Pack  
Council Member Kayleen Whitelock  
Council Member Melissa Worthen

**"YES"**

**"NO"**

<input type="checkbox"/>	<input type="checkbox"/>
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TRANSMITTED TO THE MAYOR ON \_\_\_\_\_.

Mayor's Action: \_\_\_\_\_ Approve \_\_\_\_\_ Veto

By: \_\_\_\_\_  
Dirk Burton, Mayor Date \_\_\_\_\_

ATTEST:

Tangee Sloan  
City Recorder

**STATEMENT OF APPROVAL OF PASSAGE** (check one)

\_\_\_\_\_ The Mayor approved and signed Ordinance No. 21-27.

\_\_\_\_\_ The Mayor vetoed Ordinance No. 21-27 on \_\_\_\_\_ and the  
City Council timely overrode the veto of the Mayor by a vote of \_\_\_\_\_ to \_\_\_\_\_.

\_\_\_\_\_ Ordinance No. 21-27 became effective by operation of law without the Mayor's approval or disapproval.

Tangee Sloan  
City Recorder

## CERTIFICATE OF PUBLICATION

I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that a short summary of the foregoing ordinance was published on the Utah Public Notice Website on the \_\_\_\_\_ day of \_\_\_\_\_, 2021. The fully executed copy of the ordinance is retained in the Office of the City Recorder pursuant to Utah Code Annotated, 10-3-711.

Tangee Sloan  
City Recorder

## EXHIBIT A

**TITLE 7**

**CHAPTER 5**

**Street Name Change**

**SECTION:**

**7-5-1: City Council Authority**

**7-5-2: Process**

**7-5-3: Fees**

7-5-1: City Council Authority:

The city council may ~~-, by ordinance, approve a request to change a city street name forward a recommendation for a street name change at upon the a resident's request of a resident or upon of~~ its own accord.

7-5-2: Street Name Change Process:

A. Steps to Consider a Change to a Street Name: The process to consider a change to a street name, whether initiated by a resident or a city council member, shall be as follows:

1. Request: A resident may initiate a request to change a city street name by ~~paying the required fees and~~ submitting a city form to the community development department. The resident may also attach with the form a list of signatures of residents supporting the street name change.

2. Verification: ~~Upon receipt of the street name change request form, c~~City staff shall verify with the Salt Lake County Addressing Department that the proposed street name would not duplicate street names already being used in other areas of Salt Lake County.

3. Public Hearing: Upon ~~receiving a request, city staff forwarding the request and the list of affected property owners to the council office, the council office director, or designee,~~Council Chair shall set a date, time, and place for a public hearing for the street name change.

4. Public Notice:

a. Content of Notice: The notice of a public hearing shall include (i) a brief explanation of the purpose of the public hearing, (ii) the date, time, and place of the public hearing, (iii) the current and proposed street name, and (iv) a map that identifies, by outline, the location of the street;

b. Publication Requirements: ~~Each n~~Notice of the public hearing under Subsection A.3. shall be in accordance with Utah Code Annotated 10-9a-204(2), as amended. For purposes of this section, the term "affected entities" as used and defined in UCA 10-9a-204(2), shall mean property owners whose addresses would be changed if the city council were to approve the proposed street name change.

~~i. Posted in at least three (3) public places in the city, or posted on the city website, at least ten (10) days prior to the date of the public hearing; and~~

~~ii. Posted on the state public notice website at least ten (10) days prior to the date of the public hearing; and~~

~~iii. Mailed at least ten (10) days prior to the date of the public hearing to all affected property owners on the list provided by city staff to the council office.~~

63 5. City Council Decision: The city council ~~may, in its sole discretion, approve or deny~~  
64 ~~the~~shall review and may approve the request by ordinance ~~request or proposal to change a street~~  
65 ~~name~~ for any reason that is not inconsistent with federal, state, and local laws.

66 6. Recordation and Map Updates: ~~Upon the city council's approval of the street name~~  
67 ~~change, the city council shall forward the request to the mayor's office for approval. After the~~  
68 ~~mayor has approved the request to change the street name, Upon publication of the ordinance~~  
69 ~~approving the request,~~ the city shall record all ~~the~~ new street name changes with the Salt Lake  
70 County Recorder's Office and update all city maps, including any maps used by emergency  
71 response dispatchers, operators, and officers.

72 7-5-3: Fees:

73 A. Amount of Required Fees: The amount required to be paid to the city for a street name change  
74 shall be in an amount as set forth in the uniform schedule of fees and service charges.

75 B. Waiver of Fees: The city council ~~shall have authority to~~may waive fees required under this  
76 section after first holding a public hearing. ~~The public hearing required in this section may be~~  
77 ~~combined into the same public hearing as is required for every street name change request.~~

78 C. ~~Payment~~Reimbursement of Fees: All applicants must pay the required fee immediately after  
79 an ordinance is approved and published or a request is denied. Unless the City Council waives  
80 the fees in accordance with 7-5-3(B), no street names will be changed until all required fees are  
81 paid. If the city council denies a resident's request for a street name change, the city shall  
82 reimburse the resident any fees still being retained by the City for recordation and production of  
83 new street signs.

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**TITLE 7**

**CHAPTER 5**

**Street Name Change**

**SECTION:**

**7-5-1: City Council Authority**

**7-5-2: Process**

**7-5-3: Fees**

7-5-1: City Council Authority:

The city council may, by ordinance, approve a request to change a city street name upon a resident's request or of its own accord.

7-5-2: Street Name Change Process:

A. Steps to Consider a Change to a Street Name: The process to consider a change to a street name, whether initiated by a resident or a city council member, shall be as follows:

1. Request: A resident may initiate a request to change a city street name by submitting a city form to the community development department. The resident may also attach with the form a list of signatures of residents supporting the street name change.

2. Verification: City staff shall verify with the Salt Lake County Addressing Department that the proposed street name would not duplicate street names already being used in other areas of Salt Lake County.

3. Public Hearing: Upon receiving a request, the Council Chair shall set a date, time, and place for a public hearing for the street name change.

4. Public Notice:

a. Content of Notice: The notice of a public hearing shall include (i) a brief explanation of the purpose of the public hearing, (ii) the date, time, and place of the public hearing, (iii) the current and proposed street name, and (iv) a map that identifies, by outline, the location of the street;

b. Publication Requirements: Each notice of the public hearing under Subsection A.3. shall be in accordance with Utah Code Annotated 10-9a-204(2), as amended. For purposes of this section, the term "affected entities" as used and defined in UCA 10-9a-204(2), shall mean property owners whose addresses would be changed if the city council were to approve the proposed street name change.

5. City Council Decision: The city council shall review and may approve the request by ordinance for any reason that is not inconsistent with federal, state, and local laws.

6. Recordation and Map Updates: Upon publication of the ordinance approving the request, the city shall record all new street name changes with the Salt Lake County Recorder's Office and update all city maps, including any maps used by emergency response dispatchers, operators, and officers.

7-5-3: Fees:

A. Amount of Required Fees: The amount required to be paid to the city for a street name change shall be in an amount as set forth in the uniform schedule of fees and service charges.

65 B. Waiver of Fees: The city council may waive fees required under this section after first holding  
66 a public hearing.

67 C. Payment of Fees: All applicants must pay the required fee immediately after an ordinance is  
68 approved and published or a request is denied. Unless the City Council waives the fees in  
69 accordance with 7-5-3(B), no street names will be changed until all required fees are paid.

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Bryon Prince said he believed signatures could be obtained from the Jones family fairly quickly.

**MOTION: Chair Christopher McConnehey moved to direct the Chair and Vice Chair to bring Ordinance No. 20-35 back on the next possible agenda. Council Member Kayleen Whitelock seconded the motion.**

**All voted in favor and the motion passed unanimously.**

***d. Ordinance No. 20-36 regarding the Future Land Use map amendments and zoning map amendments for Jones Ranch, 592 acres of property located at approximately 8800 S U-111***

Community Development Director Scott Langford explained that the Future Land Use Map went hand-in-hand with the MDA for Jones Ranch and requested that the Council continue this item as well.

Council Member Worthen thanked Ivory Development for listening and responding to Council comments, and said she was looking forward to the development.

**MOTION: Chair Christopher McConnehey moved to direct the Chair and Vice Chair to bring Ordinance No. 20-36 back on the next possible agenda as a consent item. Council Member Green seconded the motion.**

**All voted in favor and the motion passed unanimously.**

**8. REMARKS**

Council Member Pack –

- Spoke of concerns related to lighting and sound expressed by residents near Copper Hills High School.
- Commented on recent articles in the West Jordan Journal.
- Spoke of ongoing efforts to change the name of New Bingham Highway to a name that better reflected the Copper Hills community and did not include a rival high school's name. He reported that changing the name to Copper Hills Parkway would be possible with approval from businesses along that road.

Council Member Whitelock –

- Asked community members to take the pandemic seriously – wash hands, wear a mask, and be careful.
- Spoke of a neighborhood in the City overrun with feral cats, and requested that the Council at least take a moment to discuss the problem and review City policy. Chair McConnehey suggested discussion of the issue at an upcoming work session.

Council Member Worthen –

- Gave a shout-out to City Staff and the Police Department for their professionalism during a recent incident at City Hall.
- Gave a shout-out to all community members who decorated their homes for Halloween.

Council Member Jacob –

- Reminded everyone to fill out their ballots and vote by Tuesday, November 3<sup>rd</sup>.

Council Member Green –

- Thanked those responsible for putting together the West Jordan restaurant directory recently included in the West Jordan Journal.

Mayor Dirk Burton reported that COVID-19 continued to be of great concern in West Jordan, and asked citizens to do what they could to reduce the risk of spread. He reported the City Traffic Engineer was working on ways to calm traffic around 6100 West and Grizzly Way, and said he had met with residents regarding trees on Old Bingham Highway.

The Mayor spoke of watching citizens drop off ballots at the ballot box at City Hall through the previous evening. He provided an update on discussions with Ace Disposal, and stated local green waste pickup would continue for the year through the last full week in November. Council Member Pack thanked the Mayor for his communication efforts and offered to coordinate with the Mayor regarding light and sound issues at Copper Hills High School and the New Bingham Highway name change. Council Member Pack said the street name change would directly affect eight businesses.

***iv. Chief Administrative Officer's Report***

Chief Administrative Officer Korban Lee commented that the City had phenomenal employees.

***v. Unfinished Business***

No update needed.

**5. CONSENT ITEMS**

- a. Ordinance No. 20-43 2021 Annual Meeting Schedule***
- b. Ordinance No. 20-35 regarding the Master Development Agreement and Master Development Plan for Jones Ranch, 592 acres of property located at approximately 8800 S U-111 as outlined in the request for Council action report***
- c. Ordinance No. 20-36 regarding the Future Land Use map amendments and zoning map amendments for Jones Ranch, 592 acres of property located at approximately 8800 S U-111 as outlined in the request for Council action report***

The Council reviewed the Consent Agenda. Consent Item 5a was pulled for further discussion.

**MOTION: Council Member Worthen moved to approve Consent Items 5b and 5c.  
Council Member Green seconded the motion.**

**The vote was recorded as follows:**

<b>Council Member Kelvin Green</b>	<b>Yes</b>
<b>Council Member Zach Jacob</b>	<b>Yes</b>
<b>Council Member Chad Lamb</b>	<b>Yes</b>
<b>Council Member David Pack</b>	<b>Yes</b>
<b>Council Member Kayleen Whitelock</b>	<b>Yes</b>
<b>Council Member Melissa Worthen</b>	<b>Yes</b>
<b>Chair Christopher McConnehey</b>	<b>Yes</b>

**The motion passed 7-0**

Council Office Director Alan R. Anderson explained the need to change the date of two Council meetings on the 2021 Annual Meeting Schedule to meet election canvassing deadlines.

**MOTION: Council Member Green moved to approve Ordinance 20-43 with modification to move two Council meetings from Wednesday to Tuesday (August 24, 2021 and November 16, 2021).  
Council Member Whitelock seconded the motion.**

voting members. Duncan Murray responded that alternate members would be able to participate fully in every way other than voting.

**MOTION: Council Member Whitelock moved to approve Ordinance No. 20-39 amending the 2009 City Code Section 1-6C General Plan Committee Alternate.  
Council Member Jacob seconded the motion.**

**The vote was recorded as follows:**

<b>Council Member Kelvin Green</b>	<b>Yes</b>
<b>Council Member Zach Jacob</b>	<b>Yes</b>
<b>Council Member Chad Lamb</b>	<b>Yes</b>
<b>Council Member David Pack</b>	<b>Yes</b>
<b>Council Member Kayleen Whitelock</b>	<b>Yes</b>
<b>Council Member Melissa Worthen</b>	<b>Yes</b>
<b>Chair Christopher McConnehey</b>	<b>Yes</b>

**The motion passed 7-0**

Referring to the Consent Agenda, City Attorney Rob Wall stated that incorrect packet information was provided to the Council for Consent Item 5c. Mr. Wall explained that the correct information had not changed since it was submitted to the Council the previous week, and said the approval of Consent Item 5c could stand if the Council reviewed the information provided the previous week and did not have any issues or concerns. Chair McConnehey stated that information for the meeting had been put together differently than for previous meetings, and apologized for the error.

**MOTION: Chair McConnehey made a motion acknowledging that the packet information for Consent Item 5c was not correct, but stating that the Council had seen Ordinance No. 20-36, and Council approval of Consent Item 5c stood even though the information was not included in the meeting packet.  
Council Member Green seconded the motion.**

**The vote was recorded as follows:**

<b>Council Member Kelvin Green</b>	<b>Yes</b>
<b>Council Member Zach Jacob</b>	<b>Yes</b>
<b>Council Member Chad Lamb</b>	<b>Yes</b>
<b>Council Member David Pack</b>	<b>Yes</b>
<b>Council Member Kayleen Whitelock</b>	<b>Yes</b>
<b>Council Member Melissa Worthen</b>	<b>Yes</b>
<b>Chair Christopher McConnehey</b>	<b>Yes</b>

**The motion passed 7-0**

## **8. REMARKS**

Council Member Pack –

- Asked for Council input regarding the possibility of changing the name of New Bingham Highway to Copper Hills Parkway between connections at 7800 South and 5600 West. Responding to a question from Council Member Whitelock, Council Member Pack explained reasons behind community push for the name change. Chair McConnehey suggested he and Vice Chair Green take the issue on as an action item and work with the Mayor and Staff.
- Spoke of community concerns related to lighting and noise coming from Copper Hills High School, and asked if sound barriers would be possible.



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

Wednesday, December 2, 2020 - 5:30 p.m.  
Approved December 16, 2020

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

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**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, Traffic Engineer Bill Baranowski, Community Engagement Director Tauni Barker, Police Lieutenant Richard Bell, Mayor Dirk Burton, Public Works Director Brian Clegg, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, Fire Chief Derek Maxfield, Water Systems Lead Tom McOmie, Assistant City Attorney Duncan Murray, City Engineer Nate Nelson, Economic Development Director Chris Pengra, Assistant City Attorney David Quealy, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

**PUBLIC:** Kenny Yue

### **CALL TO ORDER**

Chair McConnehey 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 November 12, 2020 and effective for 30 days.

### **A. Memorials, Monuments, and Naming of Public Spaces**

Public Works Director Brian Clegg informed the Council that the City received a donation from someone wanting to pay for the remaining nine memorial benches to be placed at Veterans Memorial Park. He explained that the current City process to accept donations for a memorial bench was long and complicated. Mr. Clegg suggested the following changes to City Code:

- “high level of community support” and “significant contribution” should be clearly defined;
- 8-15-4A(3) should be removed;
- 8-15-4B should be amended to allow naming of persons posthumously or living;
- 8-15-4C should allow consent of trustees when appropriate;
- 8-15-4D should be revised;
- 8-15-4H should be removed; and
- 8-15-11 regarding appeals to the Mayor should be reviewed for relevance.

Council Member Pack said he agreed the current process was complicated and should be more user-friendly. Mr. Clegg listed the sixteen steps in the current process and suggested some of the steps should be reduced/removed to simplify the process. Council Member Green spoke in favor of an established donor application form to donate a memorial bench for a specified dollar amount, with the City responsible for following through with purchase and installation. Mr. Clegg responded that every donation scenario was different. He said the Fee Schedule did not currently include an application fee for memorials or park benches. Chair McConnehey and Council Members Green and Whitelock stated they were not in favor of charging an application fee for memorial donations.

Chair McConnehey said he believed much of the existing process should be removed from Code and processed administratively through the Mayor's Office. Council Member Whitelock said it did not make sense to make people jump through hoops to donate something nice to the City, and agreed the process should be simplified. Council Member Green said he believed the posthumous requirement was unnecessary, and said he agreed with making a majority of the process administrative. He spoke in favor of having an established form and cost, with the City facilitating purchase and installation. Council Member Pack spoke in favor of consistency and simplifying the process. He said he agreed an application fee was not necessary.

Council Member Whitelock suggested memorial donations below a certain monetary value did not need to involve the City Council. Council Member Green said he believed naming of a park or building needed to be by resolution of the City Council but agreed that donations below a certain monetary value should not need Council approval.

City Attorney Robert Wall pointed out that the existing ordinance was written under the previous form of government. He advised the Council to think about the extent to which they wanted the Mayor to have the decision-making authority in that context, and what they would represent as the City's message. He suggested the Council had provided enough feedback for Staff to put together a first draft. Chair McConnehey suggested scheduling another discussion to provide further direction before beginning a revision. Council Member Green suggested adding naming rights for City buildings/facilities to the discussion.

Chair McConnehey thanked Mr. Clegg for bringing the discussion to the Council.

#### **B. Ranked Choice Voting**

Council Office Director Alan R. Anderson explained that the West Jordan City Council adopted Resolution No. 18-211 on December 12, 2018 to participate in a ranked-choice voting pilot program with the expectation of possible increased voter turnout, possible increased civility among candidates, and elimination of a primary election. The City Council rescinded the decision with Resolution No. 19-62 on March 13, 2019, following news that Salt Lake County would not be able to provide ranked-choice voting services, and considering the upcoming change in form of government. Mr. Anderson provided an update on 2019 Legislative actions regarding instant-runoff voting/ranked-choice voting and reported that cities must adopt or withdraw from the option by April 15. Participation would move the candidate filing deadline from June to August, and no primary election would be held. He reported that Salt Lake County indicated they would now be able to provide ranked-choice voting services, spoke of potential costs that might offset some of the savings from not holding a primary election, and said Staff recommended budgeting the same amount as traditionally budgeted for elections.

Council Member Jacob commented that ranked-choice voting was used at both State and County Republican Conventions in 2020 and appeared to go smoothly. He said the result was a candidate that had more buy-in from more people and expressed support for participating in ranked-choice voting with community education efforts.

Council Member Pack agreed with the need for voter education whenever something new was tried. He thanked Mr. Anderson for the presentation and said it would be nice to study what had been done in other areas to anticipate and be ready for any possible issues.

Chair McConnehey said he spent time in Australia during a ranked-choice voting election. He said he was not opposed to trying the method, emphasized the need for substantial outreach/education, and said he did





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

Wednesday, December 16, 2020 - 5:30 p.m.  
*Approved January 13, 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

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**COUNCIL:** Christopher McConnehey, Chair; Kelvin Green, Vice-Chair; Zach Jacob (joined at 5:37 p.m.), Chad Lamb, David Pack, Kayleen Whitelock, and Melissa Worthen

**STAFF:** Council Office Director Alan R. Anderson, Community Engagement Director 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, Senior Planner Ray McCandless, Economic Development Director Chris Pengra, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson, Volunteer Services & Event Coordinator Lynze Schoenbrunn, Administrative Services Director Danyce Steck, Assistant City Attorney Jared Tingey (excused at 6:19 p.m.), and City Attorney Robert Wall

**PUBLIC:** Alexandra Eframo, Barton Brierley, Craig Dearing, David Pritchett, and Jarom Smith with Tom Stuart Construction

### ***CALL TO ORDER***

Chair McConnehey 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 December 11, 2020, and effective for 30 days.

#### ***A. Process of Naming City Streets***

Council Office Director Alan R. Anderson explained that a request had been received to rename a street within the City of West Jordan and there was not currently a codified process for renaming streets. He listed honorary street names in West Jordan adopted by ordinance, but not recorded with the County Recorder's Office, and listed examples of street names that were recorded with the County. Mr. Anderson stated the County handled all street naming for emergency response purposes, and described the following process:

##### Current process for naming and renaming City streets

Existing development:

- All property owners sign a petition agreeing to the new name
- Letter from the County stating approval
- Reviewed by Staff
- Public Works installs signs (petitioners pay for cost of signs at \$42 per double-sided sign)

New development:

- Developer receives a letter from the County with a list of approved names
- Staff validates names on the approved list
- Developer installs signs

Mr. Anderson described processes used by other cities. He said Utah Code made it clear the City Council was the decision-making body responsible for renaming streets and asked if the Council wanted Staff to bring back a proposed process at a future work session.

Responding to a question from Council Member Pack, Mr. Anderson stated that recorded street names were recorded on plats. Council Member Worthen shared a personal experience of living on a street with one name used by the City and a different name recorded and used by the County, explaining the situation as messy. Council Member Whitelock asked if the United States Postal Service recognized honorary street names, and Mr. Anderson responded the USPS only recognized recorded street names.

Council Member Green suggested honorary street names and recorded street names should be separated in ordinance or code. He said he would want to keep the process simple, with approval from the Council the last step in the process. Council Member Green expressed the opinion that renaming streets should not cost the City any money.

Chair McConnehey said he would like a clean, simple process for both honorary and recorded street names. He suggested requiring a public hearing for a recorded name change and expressed a preference for approving honorary street names by resolution with no public hearing. Chair McConnehey said he would want the ability to waive fees if an application originated with the City, the County, or a School District.

City Attorney Rob Wall emphasized an important reason for formally recording a street name with the County was emergency response. Chair McConnehey responded that honorary street names were provided to the Sale Lake Valley Emergency Communications Center (VECC) for emergency response purposes.

Council Member Whitelock felt hesitation over honorary street names because of a personal experience. She asked of the effect of honorary street names on map apps. Council Member Whitelock said she believed a public hearing would be appropriate for both honorary and recorded street names.

Mayor Burton suggested honorary street names should only be allowed for numbered streets, not named streets. Assistant City Attorney Jared Tingey said a County representative had emphasized the need to notify emergency services of new street names.

Chair McConnehey asked for Council comment regarding the two issues – creating a process for renaming streets, and the request to rename the street in front of Copper Hills High School. Council Member Lamb said he believed the process to rename a street and the process to approve an honorary street name should be separate processes. Council Member Worthen agreed the City needed to have two separate processes and expressed the opinion that Copper Hills High School should help pay the cost of renaming New Bingham Highway.

Council Member Green suggested the issue should be addressed with two separate sections of code. He suggested the people who wanted the name change for New Bingham Highway could apply after the process was in place and the fee schedule set. Council Member Pack said he wanted the Council to be intentional with the process. Chair McConnehey commented that honorary street names in Salt Lake City were used only on street signs and could not be used as postal addresses.

Mr. Anderson provided a suggested framework for a draft policy when renaming existing streets as follows:

- A name may be added to a numbered street
- A named street may be renamed; the new name must be recorded with the County
- Executive Branch would follow the process put in place, with final approval by the Council, whether by resolution or ordinance

Council Member Green agreed that the majority of the process should be administrative, with Council approval as the final step. Mr. Wall commented that notifying emergency services needed to be a step in the process. Responding to a question from Mr. Tingey, Chair McConnehey said approval of a proposed street name should be obtained from the County prior to submission to the Council for final approval.

Council Member Green suggested naming of park benches, City streets, and buildings should be included in one title, instead of separate locations in code. Mr. Anderson said Staff had enough feedback to move forward.

***B. Land Use Subcommittee Report***

Council Member Jacob updated the Council on an ADU-related bill prepared for the upcoming Legislative Session. He said the Legislative bill at this point would not require cities to allow ADUs. Council Member Worthen said she would like to see results of the survey sent out with a City water bill in 2019. Council Member Whitelock said she believed a survey should be included on social media, since different individuals could be reached through social media than with a water bill.

Council Member Pack said he signed up for an ADU workshop regarding best practices and commented that approximately 50% of ADUs were rented to family members without a source of income. He suggested the City could simplify a permitting process and perhaps reinstitute a good-landlord program. Council Member Pack pointed out that even if ADUs were allowed by City code, many HOA regulations prohibited ADUs. Council Member Jacob responded that the Legislative bill currently drafted would address HOAs. Council Member Pack suggested ADU regulations should address parking.

Council Member Jacob forwarded 2019 survey results to the Council by email. Council Member Green said he believed the Council needed to take action and move on. He suggested a survey should be advertised and conducted via social media right away. Chair McConnehey commented that the Planning Commission suggested the Council get more community feedback some time ago and expressed preference for giving the Land Use Subcommittee direction to take the necessary steps to finalize a draft ordinance to submit to the Council for action.

Council Member Pack commented that over 500 residents replied to the 2019 survey. He asked if Council Members and Staff were assuming opinions would have changed from last year and asked why a second round of input would be necessary. Council Member Jacob responded that different people may respond to an online survey. Chair McConnehey expressed the opinion that the Land Use Subcommittee should take the necessary steps and make decisions regarding any further survey. Council Member Whitelock said she believed it would be acceptable to send an online survey out immediately, despite the holiday season. Council Member Jacob suggested a survey go out immediately, with results compiled for presentation at the work session scheduled for the second week in January 2021. Mr. Anderson commented the General Plan Committee was planning to distribute a survey in February of 2021 and encouraged the Land Use Subcommittee to distribute their survey as soon as possible to prevent overlapping.

Council Member Jacob reported Design Standards for Industrial Zones were not ready to be presented to the Council. Chair McConnehey stated the issue would remain on Unfinished Business with the associated date removed.



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

Wednesday March 10, 2021 - 5:30 p.m.  
Approved March 24, 2021

West Jordan City Council Chambers • 8000 S Redwood Road • West Jordan, UT 84088

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**COUNCIL:** Chair Zach Jacob (joined at 5:40 p.m.), 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, Mayor Dirk Burton, Public Works Director Brian Clegg, HR Generalist Diane Hansen, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, IT Administrative Assistant Rachel MacKay, Fire Chief Derek Maxfield, Assistant City Attorney Duncan Murray, HR Director Malena Murray, Economic Development Director Chris Pengra, Council Office Clerk Cindy Quick, Risk/Emergency Manager Jared Smith, Administrative Services Director Danyce Steck, Senior Assist City Attorney Jared Tingey, and City Attorney Robert Wall

**PUBLIC:** Alexandra Eframo, Justin Adams

### **CALL TO ORDER**

Council Vice Chair Green called the work session to order at 5:30 p.m. and noted that members of the public were welcome to attend the meeting in person or remotely via Zoom, or stream the meeting live via YouTube.

#### **A. Process of Naming Streets**

Senior Assistant City Attorney Jared Tingey summarized the following areas related to the City street name-change process requested by the Council for review during Council meetings in 2020 (10/28/2020; 11/4/2020; and 12/16/2020):

- Honorary street name change vs. recorded street name change
- Fees (City-initiated vs. resident-initiated)
- Process leading to City Council decision
- SLCO Addressing Department involvement
- VECC, Google Maps, Post-office, other mapping systems
- Placement of process in City Code (Title 8)

Regarding the request form and fees, Mr. Tingey suggested that the individual or group requesting the street name change file the request form with Community Development and pay all fees up front.

#### Suggested Contents of Request Form:

- Name of requester
- Current street name
- Proposed street name
- Satellite imagery and Google Map
- A statement regarding the City's sole discretion in approving or denying the request
- Number of signatures of agreement out of all property owners

Suggested Fees:

- Reasonable cost of Staff time
- Recording Fee
- Public notice fees (mailing fees)
- Costs to make street sign

Council Vice Chair Green requested confirmation that individuals would not be able to claim a First Amendment right of expression over a street name sign, and Mr. Tingey confirmed that street signs were considered government speech, which was protected.

Mr. Tingey explained that an honorary street name change would only affect a street name sign. An honorary street name change would not be recorded with the County, and would not affect mapping data. He spoke of potential confusion and delay for emergency responders trying to find honorary street names. Council Vice Chair Green commented that Salt Lake City listed both recorded street names and honorary street names together on street signs, with recorded street names in bigger letters. He suggested only allowing honorary street names for numbered streets.

Council Chair Jacob joined the meeting at 5:40 p.m.

Mr. Tingey stated that West Jordan did not currently have any honorary street names. He said GIS referred to honorary street names as “alias” names. He recommended West Jordan not allow honorary, unrecorded street names. The Salt Lake County Addressing Department recommended every street name be recorded.

For a street name change that would be recorded, Community Development would request acknowledgment from the Salt Lake County Addressing Department, and would next submit to the Mayor’s Office, Police Department, and Fire Department for recommendations. Those recommendations would be forwarded to the Council Office, and the Council Office would post and mail notices to all affected property owners. The term “affected property owners” refers to property owners fronting the street or that access their home within 300 feet of the street.

Council Member Whitelock said she would prefer to use the term “aerial photo” on the request form rather than a specific brand name like Google Map. Council Vice Chair Green agreed. Responding to a question from Council Member Whitelock, Mr. Tingey said he pulled the 300-foot length from Sandy City requirements. Council Member Whitelock suggested only including notice to property owners fronting the street.

Council Member Lamb referred to a previous street name change highlighted by the media and noted that the process seemed very simple. He asked what other cities required, specifically Taylorsville, and requested that fees be simple as well.

Council Vice Chair Green commented that noticing properties with access within 300-feet of the street was consistent with land use noticing. He pointed out the cost of mailing notices to a few extra properties was minimal. He said he agreed that fees needed to be simple, but expressed the opinion that public notice fees should cover actual cost, and should not be part of a set fee.

The Council discussed a potential name change for New Bingham Highway. Council Member Lamb said he believed the cost of changing the name of such a main highway through the City should be

covered by the City, not an individual or private group. Council Member Worthen said she believed the cost should be covered by the group requesting the change.

Council Member Pack expressed the opinion that consent of only a percentage of property owners should be required, not a unanimous vote. He commented that a name change would affect more individuals in a community than just those with adjacent properties. Council Member Pack said he would not want only the individuals living adjacent to a street to be responsible for the entire cost of a street name change and suggested that costs would vary by situation and should be as simple as possible.

Council Member McConnehey listed three types of fees it seemed Council Members were interested in: application fee, noticing fee, and signage change fee. He suggested the Council should have the ability to waive the fees should the applicant request it and the Council feel that it was appropriate. Council Member McConnehey said he agreed with Council Member Whitelock regarding only sending notice to those fronting the street. Council Vice Chair Green expressed support for mailing notice to a smaller population rather than a larger population.

Council Vice Chair Green said he did not agree with the idea of several different groups wanting to change the name of New Bingham Highway and expecting the City to pay for the change. He suggested those wanting the change should pay for the application cost.

Council Member Pack asked if notice for something of this type could be included with a utility bill mailing. Council Vice Chair Green commented that notice would have to be prepared at least 45 days in advance for a utility mailing. Council Office Director Alan Anderson added that utility bills did not reach the entire City at the same time. He said it took a month to get utility bills to the entire City.

Mr. Tingey proposed that after noticing took place, the Council would hold a public hearing and approve or deny a request in its sole discretion. Referring to “sole discretion”, Mr. Tingey suggested the Council consider:

- Number of property owners along the street that support (evidenced by signatures in the initial request or number at public hearing)
- Connection to the City
- Length of time the street name had been used
- Length of the street and the amount of traffic
- Compatibility with adjacent street names
- If proper name:
  - Awards/distinctions received? Public service?
  - Contribution to the City of West Jordan
  - Permission from individual or family members to use name on street sign
- Number who must inform DLD and DMV of change of residence on driver license within 10 days

If the City Council approved a requested name change, Mr. Tingey proposed Community Development would record affidavit of all street name changes with the Salt Lake County Addressing Department. Community Development would inform USPS, Questar, Police and Fire Departments, and GIS Department of the change. The GIS Department would update the VECC map and City map. The Public Works Department would make and install signs.

Mr. Tingey suggested the process could be part of City Code in Title 8 Chapter 4 (Street Design and Installation; Chapter 5 (Streets, Sidewalks, Public Ways Generally); Chapter 15 (Memorials, Monuments, and Naming of Public Places and Facilities); or a new chapter. He recommended creating a new chapter. Council Vice Chair Green said he believed a new chapter would be better than merging the process into an existing chapter.

Mr. Tingey shared elements of street name change policies in other cities. Council Member Pack repeated that he felt a street name change should not require unanimous consensus of those affected by the change. Council Vice Chair Green said he believed a fee waiver should require approval of the Council, not the Mayor or staff. Responding to a comment from Council Vice Chair Green, Mr. Tingey confirmed Title 10 specified street name changes were to be approved by the City Council. Mr. Tingey explained that developers submit original street names to the City and County for approval.

A majority of the Council indicated support for proposed fees and for Council ability to waive the fees. Regarding number of signatures, City Attorney Rob Wall suggested a petition could be considered a relevant factor for consideration without requiring a certain threshold. Council Chair Jacob expressed support. A majority of the Council indicated support for requiring notice only to properties that front the street, and support for codifying the process in a new chapter of City Code.

Council Chair Jacob said the issue would be added to Unfinished Business on the agenda until ready to be brought back to the Council.

## **B. *Health Clinic***

Chief Administrative Officer Korban Lee stated Staff were continually looking for ways to improve employee benefits and work life. He introduced the concept of a workplace health clinic as a potential employee benefit. Senior HR Generalist Diane Hansen shared personal experience in implementing a successful workplace health clinic. She stated onsite health clinics eliminated the most common barrier to health care, and offered an innovative approach to reducing healthcare costs by providing employees and their families with easy access to affordable, quality primary care. Worksite health clinics can increase preventive services, provide better management of chronic conditions, and provide mental health management. Ms. Hansen spoke of other potential benefits of a worksite health clinic, including reduced overall costs to health plans. She listed the following objectives of a worksite health clinic:

- Provide personalized primary care 24/7
- Manage mental health
- Increase employee productivity
- Attract and retain employees
- Control healthcare costs
- Long-term financial sustainability

Council Member Whitelock suggested conducting a survey of current employees and said she would want to know how much the City currently spent on urgent care, projected hours of operation, and an explanation of potential pharmacy services. She said she would want to see a good cost analysis, and asked how the City would reassure employees that the clinic was not a “big brother” scenario.

Council Member McConnehey said he was not opposed to looking into the idea further but asked how much Staff time and resources would be needed. Council Member Lamb asked how many other



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

Wednesday, May 12, 2021 - 5:30 pm

Approved June 9, 2021

West Jordan City Council Chambers • 8000 S Redwood Road • West Jordan, UT 84088

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**COUNCIL:** Chair Zach Jacob (left at 9:32 p.m.), Vice-Chair Kelvin Green, Chad Lamb (joined at 8:28 p.m.), Christopher McConnehey, David Pack, Kayleen Whitelock, and Melissa Worthen

**STAFF:** IT Director Robert Allred, Council Office Director Alan R. Anderson, Community Engagement & Government Affairs Director Tauni Barker, Mayor Dirk Burton, Public Works Director Brian Clegg, Community Development Director Scott Langford, City Administrator Korban Lee, IT Administrative Assistant Rachel MacKay, Assistant City Attorney Duncan Murray, Economic Development Director Chris Pengra, Council Office Clerk Cindy Quick, Deputy Police Chief Travis Rees, Administrative Services Director Danyce Steck, Assistant City Attorney Jared Tingey, and City Attorney Robert Wall (Lia )

**PUBLIC:** Alexandra Eframo, Brandy Wright, Carlton Christensen, Schule Bishop, GG Avante, Eric Callison, Vic Groves, Shirley Hollingsworth, Erin Dickson

### **CALL TO ORDER**

Council Chair Jacob called the work session to order at 5:30 pm and noted the work session was open to the public in Council Chambers, available remotely via Zoom, and streamed live on YouTube.

#### **A. Process of Naming Streets**

The City Council discussed the process for naming streets during multiple previous Council meetings. In March of 2021, the Council requested that Staff draft an ordinance to amend the process. Senior Assistant Attorney Jared Tingey presented the drafted ordinance and asked for Council feedback. He explained that street name requests from citizens would follow the same process as internal City requests.

Council Vice Chair Green suggested that consideration and possible approval of fee waiver requests by the Council occur prior to the public hearing for a street name change request. He also suggested simplifying the public notice section of the ordinance by referencing current public notice practices.

Council Member McConnehey suggested the ordinance include clarification that the City did not recognize honorary or alias street names. He requested the document include clarification of the role of the Mayor in the process, and said he agreed with Council Vice Chair Green's suggestions regarding public notice, with the exception that he did not believe it necessary to publish notice in the newspaper.

Regarding the Mayor's role in the process, Council Vice Chair Green suggested the Council approve street name change requests by ordinance, which automatically involve mayoral review and signature. Mr. Tingey responded most cities adopt street name changes by resolution, but there was



no reason it could not be done by ordinance in West Jordan. City Attorney Rob Wall discussed with the Council possible complications and options to separate a fee waiver request from consideration and public hearing for a street name change request.

Council Member Lamb commented that street name change requests were not received by the City often and suggested more Staff time was being spent on the issue than the City would get back in fees from name change requests. He suggested the Council move forward with the issue and stop spending additional Staff time. Council Member Worthen said she agreed.

Council Office Director Alan R. Anderson commented that recent State legislation eliminated the need for newspaper noticing in this situation. He said the Council would review amendments to City Code to comply with recent legislation at the next Council meeting.

## **B. Board Appointee Requirements**

Council Office Director Alan R. Anderson explained that State Code 10-3b-202(d)(ii) required the Mayor to seek Council advice and consent for the following positions: each Department Head; each Statutory Officer (Treasurer, Recorder, City Attorney, City Administrative, City Engineer); and each member of a Statutory Commission, Board or Committee (Planning Commission, Board of Adjustment, statutory committees). City Code 1-7-4(D) required the Mayor to seek Council advice and consent for appointment to the following positions: Human Resource Director; Information Technology Director; members of Executive Branch standing committees, boards, and commissions; and the Trans-Jordan Landfill City representative.

Mr. Anderson asked the City Council if they wanted to provide advice and consent for appointment of citizens to:

- Executive Branch standing committees, boards, and commissions;
- Jordan Valley Water Conservancy District Board nominees;
- South Valley Water Reclamation Facility Board Member; and
- Terms of service or at-will appointments.

Council Chair Jacob said he believed appointments to volunteer committees could be handled by the Mayor without the City Council weighing in. Council Member Whitelock said she disagreed, and said she believed it was good for the Council to look over volunteer appointments because individual Council Members may know something about citizen nominees that may have impact on the volunteer positions. She said she believed the Council should provide advice and consent for nominees or appointments to the Jordan Valley Water Conservancy District Board and the South Valley Water Reclamation Facility Board, and said she agreed with assigning a term to the positions.

Council Member Pack said he agreed it was good to have checks and balances, and said he agreed with assigning renewable terms to positions. Council Member McConnehey said he agreed with the Council providing advice and consent for appointments to standing committees, boards, and commissions to show that the Council encouraged public engagement, but said he was not sure terms of service were necessary. Council Member Worthen said she agreed with the Council providing advice and consent for appointment of citizens to the positions listed, and said she liked the idea of terms of service.

Mr. Anderson commented that appointments to Executive Branch standing committees, boards, and commissions already required advice and consent of the Council, and already included terms of service. Council Member Whitelock repeated her opinion that the Council should have an