



MINUTES OF THE CITY OF WEST JORDAN
COMMITTEE OF THE WHOLE
Wednesday, May 15, 2024 – 6:00 pm
Approved June 5, 2024
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

COUNCIL: Chair Zach Jacob, Vice Chair Chad Lamb, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton, Kayleen Whitelock

STAFF: Council Office Director Alan Anderson, Community Engagement & Government Affairs Manager Tauni Barker, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Public Services Director Cory Fralick, City Planner / Zoning Administrator Larry Gardner, Assistant City Administrator Paul Jerome, Policy Analyst & Public Liaison Warren Hallmark, City Administrator Korban Lee, Fire Chief Derek Maxfield, Administrative Services Director Danyce Steck, Police Chief Ken Wallentine

2. DISCUSSION TOPICS

a. Fiscal Year 2025 Tentative Budget Discussion

Administrative Services Director Danyce Steck oriented the Council with the following FY 2025 Tentative Budgets:

- The General Fund
- Proposed Property Tax Increase of 3.5%
**Council Member Green moved to direct staff to prepare the appropriate resolution to notify the County of truth in taxation at a rate of 3.5%.
Chair Jacob seconded the motion, which passed by unanimous vote (7-0).**
- Sales Tax Revenue
The Council discussed establishing a policy that would set reserves at a specific percentage of the annual budget, with any additional revenues going to the CIP Fund. Council Member Whitelock expressed concern that the number of City employees was growing much too fast.
- Council Office Budget
Council Office Director Alan Anderson demonstrated modules available with PrimeGov software for additional cost. Council Member Whitelock commented that most features of the Committee Manager Module applied to general administration, and suggested the cost would be more appropriate in the Mayor's Budget. The Council and staff discussed convenience versus cost.

Council Member Bloom did not believe the City needed to pay extra for live closed captioning with the Swagit EASE Module considering the many third-party captioning options available. Council Member Green suggested the transcription feature could be used to prepare meeting minutes and spoke in favor of the live

closed captioning feature. Council Member Whitelock said she would be in favor of adding Swagit EASE if Mr. Anderson truly believed it would make his office more efficient and help the residents. Mr. Anderson said he believed Swagit EASE would help the residents first and help his office second. Four Council Members expressed interest in adding the PrimeGov Swagit EASE (post closed captioning) Module to the budget.

- Justice Court

- City Administration Budget

Council Member Whitelock said she was not in favor of adding a full-time Communications Specialist, a CAO Intern, and \$17,500 for site visits for economic development as proposed in the Tentative Budget. City Administrator Korban Lee described management analyst studies and tasks that would be assigned to a CAO Intern. Council Member Green said he would want to see metrics of expectations and output for the proposed Communications Specialist position. Community Engagement & Government Affairs Manager Tauni Barker spoke of requests from residents for various forms of communication, and said her staff did a great job with the resources available to them but could not increase production without an increase in staffing. Council Member Bloom believed the proposed Communications Specialist position could help the City meet established goals and felt it was a wise choice. Vice Chair Lamb believed staff would not propose adding a Communication Specialist position to the budget without strongly believing the position was needed. Three Council Members expressed support for a Communications Specialist, CAO Intern, and funds for site visits for economic development as proposed in the Tentative Budget.

- Police Department

Police Chief Wallentine answered questions regarding police staffing requests, and listed police staffing request goals: maintain ability to respond to increasing demands for service; meet the challenge of high priority call increases; proactively serve the business community and address economic impact crimes; and provide an additional School Resource Officer with funding partnership from a charter school. Chief Wallentine said he would be happy to discuss the possibility of changing the Code to allow non-sworn officers to issue parking tickets if the Council desired. The Council and staff discussed the benefits and challenges of employing active military personnel in the Police and Fire Departments.

- Fire Department

Council Members expressed interest in discussing the possible addition of a mental health officer in the Fire Department. Fire Chief Maxfield spoke of the importance of cancer screenings for firefighters.

Council Member Green suggested development-based triggers should be established to indicate needed Fire Department expansion. Chief Maxfield answered questions from the Council about emergency vehicles navigating through traffic, and the possibility of providing evening firefighter training programs. A majority of the Council expressed a desire to allocate funds to the budget for additional turnout gear for firefighters as a one-time CIP Fund expense.

- Public Services Department

Responding to a question from Council Member Green about the cemetery, staff noted that the Tentative Budget included funds for the addition of a columbarium, which was a service currently not offered by the cemetery. The Council and staff discussed possible improvements to the rodeo arena, and Council Member Green asked staff to bring back cost estimates for possible inclusion in the FY 2025 Budget. Staff answered questions about funds allocated for the Western Stampede in the FY 2025 Tentative Budget. The Council discussed adding a multi-use events stage to Veterans Memorial Park. Mr. Lee spoke of challenges in planning the Western Stampede each year from the beginning of July when the budget was approved by the Council near the end of June. He suggested the Council review and approve the Western Stampede budgets earlier in the year going forward.

3. ADJOURN

Chair Jacob adjourned the meeting at 9:24 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on May 15, 2024. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 5th day of June 2024