



## THE CITY OF WEST JORDAN CITY COUNCIL MEETING September 25, 2024

8000 S Redwood Road, 3<sup>rd</sup> Floor  
West Jordan, UT 84088

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## CITY COUNCIL MEETING 6:00 PM

- 1. PLEDGE OF ALLEGIANCE**
- 2. PUBLIC COMMENT**

*Please address comments to the Council Chair without expecting debate or response. It is our desire that each person attending a meeting feel safe, respected, and comfortable participating in their government. We hope commenters will have the same goal striving to keep comments respectful, professional, and free from profanity, personal attacks, and indecency. Please provide your full name and limit your remarks to three (3) minutes. Alternatively written comments may also be submitted.*

- 3. REPORTS TO COUNCIL**
  - City Council Reports
  - Council Office Report
  - Mayor's Report
  - City Administrator's Report
  - Informational Presentation on the Salt Lake County (SLCo) Public Safety Bond – SLCo Sheriff Chief Deputy Matthew Dumont and SLCo Human Services Director Kelly Colopy
- 4. PUBLIC HEARINGS**
  - Ordinance No. 24-33 amending West Jordan City Code regarding procedures for

the Senior Housing Overlay District and other Overlay Zoning Districts in Sections 13-6H-12, 13-7D-4, 13-7D-6, and 13-7I-5

b. Ordinance No. 24-43 amending West Jordan City Code section 1-4-1 and 1-4-2 regarding Elected Officials Compensation

## 5. BUSINESS ITEMS

a. Ordinance No. 24-41 Amending Certain Sections of Title 1, Chapter 15 (Elections), including qualifications for office, campaign finance disclosures, and use of city logos. (City Code Sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9)

## 6. CONSENT ITEMS

*Items not requiring public discussion or which have previously been discussed may be adopted by one single motion. Council Members may request to pull an item for further discussion and consideration.*

a. Approve Meeting Minutes

- September 11, 2024 – Regular City Council Meeting

## 7. ADJOURN

### UPCOMING CITY COUNCIL MEETINGS

- Wednesday, October 9, 2024 – Regular City Council Meeting – 6:00p
- Wednesday, October 16, 2024 – Committee of the Whole Meeting – 6:00p
- Wednesday, October 23, 2024 – Regular City Council Meeting – 6:00p
- Wednesday, November 6, 2024 – Regular City Council Meeting – 6:00p
- Wednesday, November 13, 2024 – Committee of the Whole Meeting – 6:00p
- Wednesday, November 20, 2024 – Regular City Council Meeting – 6:00p

**Interested parties may contact the Council PRIOR to the meeting in one of the following ways:** (your comment will not be part of the meeting but will be provided to all members of the entire City Council)

- Call the 24-hour Public Comment Line PRIOR to the meeting and leave a message: **(801) 569-5052**. Please include your name and phone number.
- Send an email to [councilcomments@westjordan.utah.gov](mailto:councilcomments@westjordan.utah.gov). Please include your name and phone number.

*You can follow the City Council on Facebook @WestJordanCityCouncil*

*In accordance with the Americans with Disabilities Act, the City of West Jordan will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the West Jordan City Council Office at 801-569-5017, providing at least three working days' advance notice of the meeting.*

**ELECTRONIC PARTICIPATION**

*One or more council members may participate electronically in this meeting using online video conferencing technology per Utah Code (§52-4-207) and West Jordan City Code 1-13-1-E. Participation will be broadcast and amplified so all present in the meeting will be able to hear or see the communication.*

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**CERTIFICATE OF POSTING**

*I certify that the foregoing agenda was posted at the principal office of the public body, on the Utah Public Notice website <https://www.utah.gov/pmn/>, on West Jordan City's website <https://westjordan.primegov.com/public/portal>, and notification was sent to the Salt Lake Tribune, Deseret News, and West Jordan Journal.*

***Please note: agenda items are subject to change and may be reordered or tabled in order to accommodate the needs of the City Council, staff, and the public.***

***Posted and dated September 19, 2024      Cindy M. Quick, MMC, Council Office Clerk***

# Public Safety Bond



Salt Lake County is moving a bond question to the public to finance significant countywide criminal justice system needs and improvements.

## What Will the Public Safety Bond Cover?

### Consolidating and Improving the County Jail:

- Consolidating the two county jails to improve efficiencies and reduce operational costs.
- Increasing mental health beds and providing expanded mental health treatment.
- Expanding for future population growth. Since 2001, not a single jail bed has been added. Yet, Salt Lake County's population has increased by nearly 300,000 people over the last 20+ years.
- Building a Community Re-entry Step Down Unit to help people leaving jail prepare to rejoin society. This will provide a dedicated space where inmates preparing to exit jail will be connected with case workers and providers who will identify risks, needs, and the resources needed for them to rejoin society on a path toward self-reliance.

### Building a Justice and Accountability Center:

- Primarily for low-level offenders who are repeatedly involved in the criminal justice system because of underlying issues, such as unstable housing, and mental health and substance use disorders that have not been addressed.
- The Justice and Accountability Center will provide intervention in the form of a structured environment with resources to stop the cycle of criminal behavior, including dedicated case workers, job training and employment services, mental health and substance use disorder treatment, and connection to housing opportunities.
- Holds people responsible for their actions while simultaneously helping them reenter our community on a path toward self-reliance.

## Why is the Public Safety Bond on the Ballot?

- The Public Safety Bond for the Justice and Accountability Center and Jail expansion is a key part of Salt Lake County's comprehensive **Human Services, Homelessness, and Criminal Justice Action Plan**. More info: [slco.to/plan](http://slco.to/plan)
- **America's drug crisis has led to increased substance use and criminal activity** on our streets. In addition to the County's expanded Drug Enforcement Agency (DEA) Task Force, law enforcement and community resources like the Justice and Accountability Center and Jail Re-entry Step Down Unit will help break the cycle of repeat offenses.

| Facility Needs  | Bond Costs           |
|---|----------------------|
| Maintenance and Improvements:<br>Jail (Adult Detention<br>Center)/Sheriff's Office Building | \$90,000,000         |
| Jail Expansion and Improvements   | \$427,000,000        |
| Justice and Accountability Center   | \$100,000,000        |
| Oxbow Demolition  | \$10,000,000         |
| TOTAL:  | \$627,000,000        |
| Source  | Cost Offsets         |
| Oxbow Sale  | -\$20,000,000        |
| County Set Aside  | -\$100,000,000       |
| <b>Bond Total:</b>  | <b>\$507,000,000</b> |

### Taxpayer Cost:

- Average household: **\$58.94/year, under \$5/month**
- Average business: **\$107.16/year, under \$9/month**

More info: [slco.to/bond](http://slco.to/bond)





# Salt Lake County Human Services, Homelessness, and Criminal Justice Reform Action Plan

## We have arrived at a unique time

in which Governor Cox, key legislators, the business community, Salt Lake County, Salt Lake City and other cities in Salt Lake County are investing more directly in solutions to help homelessness, which is different than in previous years. Within this momentum, we're collectively moving forward with **PURPOSE + PARTNERSHIP + URGENCY**.

## To achieve the shared vision

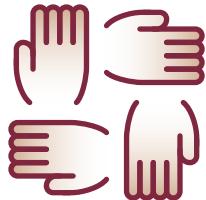
that homelessness is brief, rare, and non-recurring, it is essential that the systems connected with homelessness intersect and are functional. These complex systems include:

**CRIMINAL JUSTICE, HOUSING AND TEMPORARY SHELTER, AND BEHAVIORAL HEALTH TREATMENT AND WORKFORCE.**

A weakness in any one element of the system as a whole, leads to a loss of efficiency and effectiveness.

## Salt Lake County has

**MAPPED THE GAPS IN THE SYSTEM, IDENTIFIED BARRIERS, AND ANALYZED THE COST** of necessary additional investment. These are in alignment with the state's homelessness strategic plan and the Coordinated Homeless Services Plan signed by Governor Cox, Mayor Mendenhall, and Mayor Wilson in the Fall of 2023.



## Our Goals

### Bolster System Access

Create an efficient system to access housing, behavioral health, employment, and other needed services to reduce the number of people living on our streets, and develop clear, successful pathways to housing and additional opportunities for people experiencing homelessness.

### Increase Collaboration/Efficiency = Reduce Costs

Increase collaboration and systemic efficiency to realize cost savings and improved client outcomes.

### Require Criminal Accountability

Hold people accountable for criminal acts and prevent people from further penetrating the criminal justice system.

### Decriminalize Homelessness

Ensure accountability in our communities while not criminalizing acts related to homelessness.



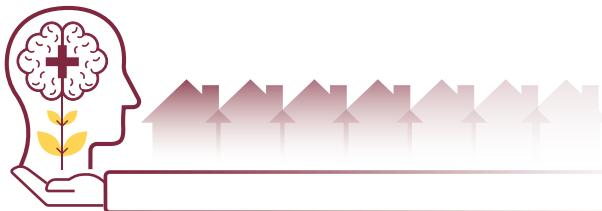
## Supportive Housing Need

**Salt Lake County estimates that 1,000 people are living unsheltered within the county.**

**300 people** require intensive mental health treatment and housing support such as residential or ACT team levels of care.

**300 people** require permanent supportive housing with case management and a focus on mental health support.

**400 people** need various levels of housing which could be permanent supportive housing or rental subsidies with less intensive behavioral health supports.



## Criminal Justice and Law Enforcement Challenges

- Systems are not aligned nor coordinated.
- America's drug crisis has led to increased drugs on our streets.
- Law enforcement response for people who are homeless or in mental health crisis is not standardized.
- Inconsistent Crisis Intervention Trained (CIT) officers.

Due to a lack of affordable housing and sufficient mental health treatment and other social services, jail has become the defacto system to serve people experiencing homelessness who have mental illness and substance use disorders.

**Length of stay in jail is 3.5x longer** for those in emergency shelters vs those in more permanent housing.

**Over 50 unhoused people** in jail at anytime, have a severe mental illness.

**1,200 people** who are in pretrial and probation, are unstably housed.



## Systemic Gaps

### Workforce:

Insufficient behavioral health workforce for mental health treatment and supportive housing needs.

### Health and Wellness Care:

Insufficient coordinated health and wellness care system to meet the needs of people experiencing homelessness.

### Mental Health Services:

Insufficient mental health capacity to serve those with severe mental illness in the community and in the jail.

### Integrated Data System:

Need for integrated data system to better serve clients and evaluate system outcomes.



## Solution: Expand Housing Units in Salt Lake County

***Bring an additional 1,000 units online over the next 5 years.***



### Progress:

- Opened Valley Oaks Group Home with 29 beds in November, 2023
- Opened Canyon Rim Group Home for 40 women in Millcreek on April 15, 2024
- Potential renovation and expansion (12 beds to 40) of existing group home – Salt Lake City
- Two sites purchased by non-profit partner for development of permanent supportive housing for those with serious mental illness (approximately 90 units)
- Studying capital and construction costs for a mix of housing to meet the 400 general PSH.



## Solution: Enforcement and Criminal Justice Reform

***Engage in system policy change and reform, to bring about cost savings and efficiencies for better outcomes.***

### **Provide:**

Regional SLCO-wide Crisis Intervention Training for local law enforcement.

**Progress:** Criminal Justice Advisory Council (CJAC) Work Group has been established and is working on a plan to implement/fund. Applying for Federal funding to support for training and coordination.

### **Work:**

With State to design and implement an effective HOME Court program.

**Progress:** SLCO Human Services is working with the state DHHS and court system on an implementation plan - \$2M funded for 5-year pilot.

### **Support:**

Regional Law Enforcement education and training for use of the new Receiving Center alternative to jail for those in substance use disorder (SUD) and mental health crisis.

**Progress:** CJAC Work Group has been established and is working with state and LE partners on guiding criteria and educational campaign for Spring 2025 opening.

### **Reinforce:**

SLC Justice Court Familiar Faces program.

**Progress:** This program is operational at the SLC Justice Courts. SLCO Criminal Justice Services is partnering with the court to support this initiative. The program continues to grow.



## Solution: Drug Enforcement Agency (DEA) Task Force

***By further investing we can continue to get drugs off the street and hold criminals accountable.***

The federal government provides hard cost support for the local DEA operations but the salaries of the enforcement officers is a local responsibility.

DEA operations have not been as extensive as possible due to the decentralized law enforcement system in Salt Lake County.

Many local jurisdictions cannot afford officers.  
Estimated Annual Amount =  
**\$1,600,000 for 10 additional officers**

### **Progress:**

- DEA Task Force Leadership presented to the SLCO Council on April 9, 2024
- DEA Task Force Leadership presented to the Criminal Justice Advisory Council on April 10, 2024
- DEA Task Force Expansion Working Group has been added to the Systemic Reform Committee structure to be led by Sheriff Rosie Rivera to review and determine the timing/cadence of adding 10 new DEA Task Force officers, the funding (County & Federal) and evaluate systemic impacts of the expansion to determine if other gaps are created and/or need to be addressed



## Solution: Build An Accountability and Justice Center

- 1. Add 100 bed community correctional step down model as part of the jail expansion to provide behavioral health treatment, workforce training, and other supports in an environment of accountability as people prepare to leave jail.**
- 2. Build 250-300 housing units focused on housing stability, mental health services, training and other support services for those with criminal involvement and experiencing homelessness or housing instability.**

### Progress:

- System Mapping and Personas Research Completed
- Held 2/4/24 Mapping and Personas Workshop for review and feedback with stakeholders
- Held 2 half day retreats with County Elected Officials, Staff and Legislators 3/11/24 & 3/14/24 to discuss and determine jail expansion and justice accountability center model
- Final decisions, programs and cost estimates in process
- On track to finalize and submit to County Council a ballot initiative in August for placement on the November 2024 ballot for voter approval



## Solution: Address Systemic Gaps

### Workforce:

Implement workforce training programs and a peer support specialist program to help meet service needs and provide employment opportunities.

**Progress:** Convening local peer support coalition to support their needs and receive feedback for program expansion. Program expansion ready for implementation once funding source is determined. Federal appropriation submitted through Congressman Curtis's office for pilot program. Additional applications for federal funding are being drafted. Also, SLCO supported legislation passed this session to assist with workforce needs.

### Health and Wellness Care:

Expand medical and street services for those who are unsheltered.

**Progress:** Program is developed and ready for expansion through 4th Street Clinic and VOA once funding source is determined.

### Mental Health Services:

Expand mental health supports in the jail and in expanded SMI housing.

**Progress:** Need currently being evaluated and finalized within the Jail Expansion/JAC design model.

### Integrated Data System:

Develop data sharing agreements and design and implement an integrated data system to support better client outcomes.

**Progress:** Work group has been established and data integration mapping both internal and external to SLCO is underway.



Public Safety Bond

[slco.to/bond](http://slco.to/bond)

# Public Safety Bond

A product of extensive countywide collaboration, bipartisan input, and a critical element of the County's Systemic Reform Plan.

- **Balances** public safety and human services needs.
- **Realigns** and sets the Salt Lake County Jail and Human Services systems for success.
- **Creates** structured and secure environments to reduce repeat offenses and put people on a path towards self-reliance.
- **Funds** a critical missing element of the broader system.
- **Replaces** outdated infrastructure and treatment programs.

# Quick Overview: Human Services, Homelessness, and Criminal Justice Action Plan

**Bi-partisan partnerships** between Governor Cox, key legislators, the business community, municipal leaders, and others in Salt Lake County are at an **all time high**.

We are collectively moving forward with **PURPOSE + PARTNERSHIP + URGENCY**

**To achieve a shared vision:**

***That homelessness is brief, rare, and non-recurring.***

Systems were mapped, service gaps and barriers identified, other successes evaluated, and costs analyzed.



# System Gaps & Barriers



## Supportive Housing Needs

An estimated 1,000 people are living unsheltered in Salt Lake County at any given time, requiring varying levels of intervention and a stable living environment to put them on the path towards self-reliance.

**300** Intensive | **300** Moderate | **400** Light



## Criminal Justice and Law Enforcement Challenges

America's drug crisis has led to increased substance use and criminal activity on our streets.

Jail is the largest mental health and substance use treatment facility in the County— at great expense to taxpayers. 50+ inmates are unhoused and have a severe mental illness. Jail stays are 3.5x longer for people experiencing homelessness.

**\$136** daily cost per inmate

**25%** inmates unhoused

**1,200** unstably housed on probation & pre-trial



## Systemic Gaps

**Workforce** | Insufficient behavioral healthcare workforce.

**Health and Wellness Care** | Insufficient coordinated healthcare system for unsheltered population.

**Mental Health Services** | Insufficient mental health capacity for unsheltered in the community and in the jail.

**Integrated Data System** | To better serve clients and evaluate system outcomes.

# Salt Lake County Action Plan

## Solutions:



**Expand Housing Unit Availability**



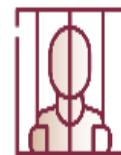
**Enforcement and Criminal Justice Reform**



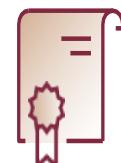
**Address Systemic Gaps**



**Build Justice & Accountability Center**



**Expand and Improve County Jail Mental Health Access**



**Support Drug Enforcement (DEA) Task Force**

# Public Safety Bond

## Addresses Vital Parts of the Action Plan



Address Systemic Gaps



Expand Housing Units



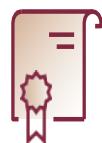
Build Justice & Accountability Center



Enforcement and Criminal Justice Reform



Improve & Expand Jail + Mental Health Unit



Support Drug Enforcement (DEA) Task Force



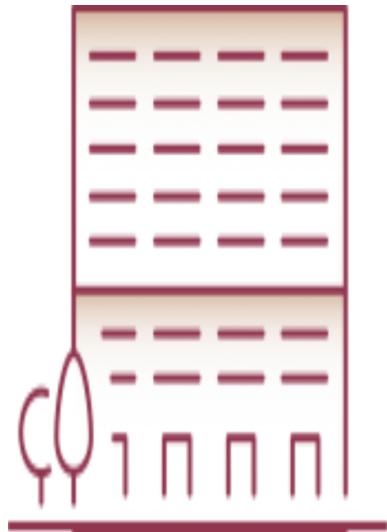
**Public Safety Bond** is a catalyst for essential parts of the systemic plan:

Justice and Accountability Center; including structured space for:

- Mental Health and Substance Use Services
- Job Training & Employment Resources
- Connection to Housing Opportunities
- Combine Two County Jails; including:
  - Updated and Increased Mental Health Units

# Justice & Accountability Center

Supervised and secure alternative for low-level offenders with resources to reduce repeat offenses and support people's path to self-reliance.



## Wrap-Around Stabilization Units

- Dedicated Case Workers
- Job Training and Employment Services
- Mental Health and Substance Use Disorder Treatment
- Connection to Housing Options

**Approximately \$75/day (per occupant)**

**\$60/day less than jail**

**\$22,500/yr less than jail**

**\$6.8M less per year than jail at full capacity**

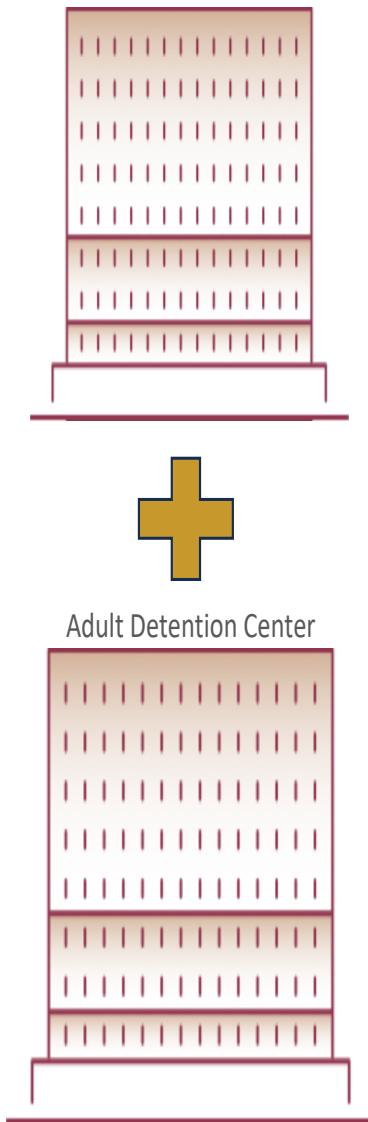
## Behavioral Health Stabilization Units

Intensive mental health/substance use treatment unit to prepare people to transition to the Wrap-Around space.

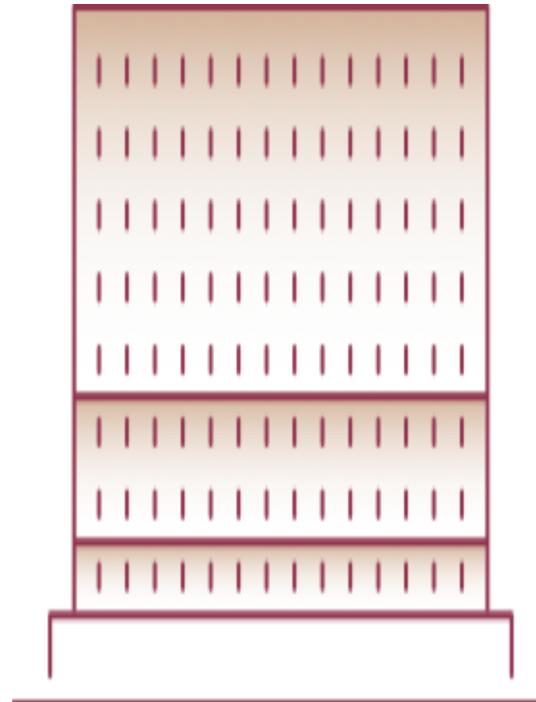
# County Jail System Revamp

Combine the two county jails; increase capacity, expand mental health unit, and build stepdown unit

Oxbow



**Adult Detention Center**  
(Expanded)



**General Population**  
**(Includes SUD Treatment Unit)**

Increased general population; built for future growth as well as improved substance use disorder treatment unit.

**Mental Health Unit**

Expanded and modernized behavioral health unit to better serve population.

**Community Reentry**  
**Stepdown Unit**

Transitional unit to help prepare inmates to rejoin society on a path towards self-reliance.

**Total Newly Constructed Beds = 812**

Rebuild Oxbow Capacity (552 beds)  
Renovate and enhance mental health pod (160 beds)  
Build Reentry Stepdown Unit (100 beds)

# Public Safety Bond

## Quick FAQs

### Justice & Accountability Center

Cost-reducing diversionary and stabilization space for low-level offenders and those exiting the jail in need of a structured environment with resources to put them on a path towards self-reliance

- Connected to the Criminal Justice System
- 25% exiting jail lack stable environment
- 1,200 on probation or pretrial lack stable environment
- Supervised and secure treatment facility
- Drug-free environment
- Resources to reduce repeat offenses
- Approximately \$75/day (per occupant)
  - \$60/day less than jail
  - \$22,500/yr less than jail
  - \$6.8M less per year than jail at full capacity

### County Jail System Revamp

Combine two county jails to improve efficiencies and reduce operational costs. Build additional capacity, including expanded mental health space and a transition to prepare those exiting jail to reenter the community

- Oxbow near end of lifespan (half-century old)
- \$90M+ would only extend life a maximum of 10 – 15 years
- No additional capacity constructed since 2001, while population has grown by more than 300,000
- Population growth requires additional space
- Jail system stricken with logistical and operational challenges
- Construction of Community Reentry Stepdown Unit
- Transition back to community on a path towards self-reliance
- Additional Law Enforcement and Public Safety Capital Investments
- Adult Detention Center maintenance and improvements
- Sheriff's Office Bureau maintenance and improvements



# Total Capital Cost

## General Obligation Bond

| FACILITY                        | COST               |
|---------------------------------|--------------------|
| Maintenance & Improvements      | 90,000,000         |
| ADC/SOB                         |                    |
| Jail Expansion + Improvements   | 427,000,000        |
| Justice & Accountability Center | 100,000,000        |
| Sale of Oxbow Property          | (20,000,000)       |
| Oxbow Demolition                | 10,000,000         |
| County Set Aside                | (100,000,000)      |
| <b>TOTAL BOND</b>               | <b>507,000,000</b> |

| IMPACT   | MONTHLY | ANNUAL   |
|--|---------|----------|
| Residence  | \$4.91  | \$58.94  |
| Business   | \$8.93  | \$107.16 |
| <i>Based on Avg. Property Value of \$602,000</i> |         |          |

# BOND LANGUAGE

Shall Salt Lake County, Utah, be authorized to issue general obligation bonds in an amount not to exceed \$507,000,000 and to mature in no more than twenty-one (21) years from the date or dates of issuance of such bonds for the purpose of financing:

- 1) Acquiring and constructing a Justice and Accountability Center** primarily for people who have had multiple encounters with law enforcement and who need a supervised and structured environment with resources to reduce repeat offenses, including for mental health and substance abuse treatment, job related services, and connection to housing opportunities;
- 2) Combining the two county jails into one and increasing capacity, including an expanded mental health unit and a transitional unit to prepare those exiting the jail to reenter the community;**
- 3) Completing necessary capital maintenance on existing correctional facilities; and**
- 4) Acquiring, constructing, expanding, equipping, renovating and remodeling related County public safety facilities and ancillary buildings** under the charge of Salt Lake County, Utah; and, to the extent necessary, for providing moneys for the refunding, at or prior to the maturity thereof, of general obligation bonds of the County authorized hereunder or heretofore issued and now outstanding?



# Questions?

More info: [slco.to/bond](http://slco.to/bond)

Additional info/follow up:

**Brad Townley**

385.202.6067

[btownley@saltlakecounty.gov](mailto:btownley@saltlakecounty.gov)



# Thank you!



# REQUEST FOR COUNCIL ACTION

**Action:** Need Council to take action

**Meeting Date Requested** : 09/25/2024

**Presenter:** Larry Gardner

**Deadline of item** : 09/11/2024

**Applicant:** West Jordan City

**Department Sponsor:** Community Development

**Agenda Type:** PUBLIC HEARINGS

**Presentation Time:** 5 Minutes

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

## 1. AGENDA SUBJECT

**Ordinance No. 24-33** amending West Jordan City Code regarding procedures for the Senior Housing Overlay District and other Overlay Zoning Districts in Sections 13-6H-12, 13-7D-4, 13-7D-6, and 13-7I-5

## 2. EXECUTIVE SUMMARY

The City Council has requested that additional requirements be added to West Jordan City Code that establishes best practices for when an applicant requests that a property be considered for an overlay district, or if an existing property that is already zoned with an overlay district requests that the overlay be removed. The proposal also contains requirements when changing the development plan.

## 3. TIME SENSITIVITY / URGENCY

Not urgent.

## 4. FISCAL NOTE

No fiscal impact.

## 5. PLANNING COMMISSION RECOMMENDATION

Jay Thomas moved, based on the information and findings of the required criteria set forth in the staff report and upon the evidence and explanations received today, to forward a recommendation of approval to the City Council for the Text Amendment regarding Overlay Zoning Districts finding that an affirmative determination has been made for the criteria found in 13-7D-6B; 1 through 4. The motion was seconded by John Roberts and passed 5-0 in favor. George Winn and Emily Gonzalez were absent.

## 6. STAFF ANALYSIS

The proposed amendments to the ordinance are:

C. If an applicant has submitted an application for a zone change to a specific underlying zoning district concurrently with an application for a zone change to the SHO district, each application shall be considered and voted upon by the city council as a separate agenda item, with the specific underlying zoning district application being considered and voted upon first, followed by the SHO district application. (Ord. 11-03, 2-9-2011; amd. Ord. 17-24,

5-24-2017)

*This amendment requires that if the overlay is requested with a base district zone that the base district and the overlay be reviewed, voted on, and approved as separate ordinances and agenda items.*

If the zoning administrator determined that the application for an amendment to change the zoning does not conform to and is not consistent with the purposes, goals, objectives and policies of the adopted general plan and/or future land use map, or if the application requires a zoning text amendment or a waiver or exception, or if the application, pursuant to subsection 13-7I-5(B)(4), proposes changing or removing any existing overlay zoning district designation or part of such existing district designation, then the application, together with all concurrent applications, shall be placed on a city council work session ("committee of the whole") agenda and a planning commission quarterly map meeting agenda as follows:

*This requires that if an applicant requests a change or removal of an overlay that the item be placed on a City Council work session.*

6. An amendment to the zoning map regarding changing or removing any existing overlay zoning district designation, or part of such existing district designation, may be recommended for approval by the planning commission to the city council only if affirmative determinations are made regarding each of the following additional criteria:

- a. The changing or removing of the existing overlay zoning district will not create or exacerbate one or more nonconforming (or noncomplying) uses or structures;
- b. Properties and structures within the existing overlay zoning district will not be significantly negatively affected by a restriction or change of use or uses;
- c. Properties and structures within the existing overlay zoning district will not be significantly negatively affected by lessened or changed design standards; and
- d. The design and layout of the properties and structures within the existing overlay zoning district will maintain the same or higher level of (i) functionality and (ii) compliance with applicable land use regulations.

*This amendment adds additional criteria for the Planning Commission to determine including that the application will not create or exacerbate a non-conforming condition; the change will not be negative on the existing properties; that the design and layout will be the same or better.*

The proposed amendments to the ordinance concerning development plans are:

D. Zoning Map Amendment Application to Change or Remove an existing SHO Zoning District Designation: Consistent with subsections 13-7D-4(C)(2) and 13-7I-5(B)(4):

1. If one or more platted lots in a development with an existing SHO overlay zoning district designation have been sold to an owner, who is not a developer, professional builder, or bank or financial institution, an applicant may not submit, and the city shall not accept, an application to change or remove the existing SHO overlay zoning district designation for said development or for any part of said development; and

2. An application seeking city approval to change or remove the existing SHO overlay zoning district designation, or part of such existing district designation, shall be placed on a city council work session agenda and is a major variation that requires an amended development plan (with a planning commission recommendation and approval by the city council). (Ord. 11-03, 2-9-2011; amd. Ord. 22-13, 5-11-2022)

*This requirement prohibits an application to change the zoning if a lot has been sold to a private party. The requirement also requires that a change to the development plan be placed on a City Council work session.*

**7. MOTION RECOMMENDED**

Move to approve Ordinance No. 24-33 amendments to West Jordan City Code Title 13 regarding Overlay Districts and Development Plans.

# West Jordan City Council Meeting

## Council Staff Review



**Item Name:** Ordinance 24-33, Senior Housing Overlay & Overlay Districts

**Department:** Community Development

**Action Needed:** Approve/Not Approve Ordinance

---

### ITEM SUMMARY

The council is being asked to review proposed amendments to applicable sections within Chapter 13, which would establish best practices for applicants requesting that a property be considered for an overlay district, or, that an overlay be removed.

The amendments are at the request of Council, and also include requirements for changing a development.

### POSSIBLE COUNCIL ACTIONS

Council may choose to take one of the following actions:

1. Approve the ordinance as written and as proposed OR with stated amendments;
2. Not Approve the ordinance;
3. Continue the item to a future specified date;
4. Move the item to an unspecified date;
5. Refer the item back to a Committee of the Whole Meeting, Council Subcommittee, or an Ad Hoc Committee;
6. Refer the item back to Council Staff or Administrative Staff.

### BACKGROUND & TIMELINE

Senior Housing Overlays and Title 13 were discussed in the [February 21, 2024 Committee of the Whole meeting](#).

### COUNCIL OFFICE ANALYSIS

As a result of recent developments requesting overlays to be removed (which was contrary to initial plans/agreements approved by Council), the Council requested that staff consider applicable amendments to code to serve as guidelines for potential, similar circumstances in the future.

Applicable developments indirectly related to the proposed amendments, where plans were initially approved with SHO designation, but later removed:

- The Cottages at Parker Place – [Rezone approved \(SHO removed\) in the December 20, 2023 City Council Meeting](#)
- Highlands Landing – [Rezone approved \(SHO removed\) in the August 24, 2022 City Council Meeting](#).

# West Jordan City Council Meeting

## Council Staff Review



The proposed amendments to the ordinance are summarized accordingly:

1. If an applicant applies for a zone change to a specific underlying zoning district along with an application for a zone change to the Senior Housing Overlay (SHO) district, each application must be considered and voted on separately by the city council.
2. If the application for a zoning change does not align with the general plan or future land use map, or if it involves changing or removing an existing overlay zoning district designation, then the application must be discussed in a city council work session and a planning commission quarterly map meeting.
3. The planning commission may recommend approval to the city council for changing or removing an existing overlay zoning district designation only if certain criteria are met, such as ensuring no negative impact on existing properties or structures.
4. Regarding development plans, if platted lots in a development with an existing SHO overlay have been sold to a private owner, the city cannot accept an application to change or remove the SHO designation. Any application for such a change requires a city council work session and an amended development plan.

--

*This Council Staff Review (CSR) has been created to complement the existing Request for Council Action (RCA) form submitted for the respective item.*

*While appropriate details may be repeated or referenced within a CSR, please refer to the RCA for department staff analysis and reporting, Planning Commission and/or Mayoral recommendations, fiscal impact, and other helpful information, as appropriate.*

**THE CITY OF WEST JORDAN, UTAH**  
**ORDINANCE NO. 24-33**

**AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE  
(AMENDMENT PROCEDURES FOR THE SENIOR HOUSING OVERLAY DISTRICT  
AND OTHER ZONING OVERLAY DISTRICTS);  
AMENDING SECTIONS 13-6H-12, 13-7D-4, 13-7D-6, AND 13-7I-5**

WHEREAS, the City of West Jordan (“**City**”) adopted West Jordan City Code (“**City Code**”) in 2009; and the City Council of the City (“**Council**” or “**City Council**”) desires to amend Sections 13-6H-12, 13-7D-4, 13-7D-6, and 13-7I-5 (“**proposed City Code amendments**”); and

WHEREAS, the Planning Commission of the City (“**Planning Commission**”) held a public hearing and provided a recommendation on August 20, 2024, regarding the proposed City Code amendments, which are all land use regulations in the land use titles; and determined the following, pursuant to City Code Section 13-7D-6B:

1. The proposed City Code amendments conform to the General Plan and are consistent with the adopted goals, objectives and policies described therein;
2. The proposed City Code amendments are appropriate given the context of the request and there is sufficient justification for a modification to the land use titles;
3. The proposed City Code amendments will not create a conflict with any other section or part of the land use titles or the General Plan; and
4. The proposed City Code amendments do not relieve a particular hardship, nor do they confer any special privileges to a single property owner or cause, and they are only necessary to make a modification to the land use titles in light of corrections or changes in public policy; and

WHEREAS, the City Council held work sessions (committee of the whole meetings) on March 27, 2024 and July 17, 2024 and a public hearing on September 25, 2024, regarding the proposed City Code amendments, and finds it to be in the best interest of the public health, safety, and welfare of the residents of the City to adopt the following proposed City Code amendments.

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

**Section 1. Amendment of City Code Provisions.** City Code Sections 13-6H-12, 13-7D-4, 13-7D-6, and 13-7I-5 are amended as shown in Attachment 1 (legislative version and clean version) to this Ordinance.

**Section 2. Severability.** If any provision of 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 publication as provided by law and upon (i) the Mayor signing the Ordinance, (ii) the City Council duly overriding the veto of the Mayor as provided by law, or (iii) the Mayor failing to sign or veto the Ordinance within fifteen (15) days after the City Council presents the Ordinance to the Mayor.

PASSED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THIS  
DAY OF 2024.

## 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         | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Vice-Chair Chad Lamb     | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Member Kelvin Green      | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Member Pamela Bloom      | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Member Kent Shelton      | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Member Kayleen Whitelock | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Council Member Bob Bedore        | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

**PRESENTED TO THE MAYOR BY THE CITY COUNCIL ON**

Mayor's Action:      Approve      Veto

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

ATTEST:

---

Tangee Sloan, CMC  
City Recorder

86  
87 **STATEMENT OF APPROVAL/PASSAGE (check one)**  
88

89 \_\_\_\_\_ The Mayor approved and signed Ordinance No. 24-33.  
90

91 \_\_\_\_\_ The Mayor vetoed Ordinance No. 24-33 on \_\_\_\_\_ and the  
92 City Council timely overrode the veto of the Mayor by a vote of \_\_\_\_\_ to \_\_\_\_\_.  
93

94 \_\_\_\_\_ Ordinance No. 24-33 became effective by operation of law without the  
95 Mayor's approval or disapproval.  
96

100 \_\_\_\_\_  
101 Tangee Sloan, CMC  
102 City Recorder  
103  
104  
105

106 **CERTIFICATE OF PUBLICATION**  
107

108 I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that  
109 a short summary of the foregoing ordinance was published on the Utah Public Notice Website on the  
110 \_\_\_\_\_ day of \_\_\_\_\_ 2024. The fully executed copy of the ordinance is  
111 retained in the Office of the City Recorder pursuant to Utah Code Annotated, 10-3-711.  
112

113 \_\_\_\_\_  
114 Tangee Sloan, CMC  
115 City Recorder  
116  
117

118 *(Attachment on the following pages)*  
119  
120  
121  
122  
123  
124  
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129  
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131

132

133

**Attachment 1 to**

134

**ORDINANCE NO. 24-33**

135

**AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE**

136

**(AMENDMENT PROCEDURES FOR THE SENIOR HOUSING OVERLAY DISTRICT**

137

**AND OTHER ZONING OVERLAY DISTRICTS);**

138

**AMENDING SECTIONS 13-6H-12, 13-7D-4, 13-7D-6, AND 13-7I-5)**

139

*(See the following pages for the legislative version and the clean version)*

141

1 **Proposed City Code Text Amendment Regarding Changing or Removing the SHO Zoning District**  
2 **Designation or any other Overlay Zoning District Designation**

3 ***[SHO Zone Provisions in the City Code]***

5 **13-6H-3: SENIOR HOUSING OVERLAY BOUNDARIES; AND CONCURRENT ZONING**  
6 **APPLICATIONS:**

7 A. Properties located within the following zoning districts shall be eligible for the SHO ~~District~~ district  
8 zoning subject to the permitted and conditional use tables associated with the specific underlying zoning  
9 district:

10 1. R-2 (Two-Family Residential), R-3 (Multi-Family Residential) and R-M (Mobile Home  
11 Residential) Zones;

12 2. The PC (Planned Community) and PRD (Planned Residential Development) Zones;

13 3. The LSFR (Low Density Single-Family Residential), MFR (Medium Density Multi-Family  
14 Residential) and the HFR (High Density Multi-Family Residential) Zones within the west side planning  
15 area; and

16 4. The P-O Professional Office Zone.

17 B. The SHO ~~District~~ district shall not be applied to any specific property until a rezone application has  
18 been approved by the ~~City Council~~ city council which affixes the overlay district ~~suffix~~ onto the ~~properties~~  
19 property's underlying zoning designation.

20 C. If an applicant has submitted an application for a zone change to a specific underlying zoning district  
21 concurrently with an application for a zone change to the SHO district, each application shall be considered  
22 and voted upon by the city council as a separate agenda item, with the specific underlying zoning district  
23 application being considered and voted upon first, followed by the SHO district application. (Ord. 11-03, 2-  
24 9-2011; amd. Ord. 17-24, 5-24-2017)

25  
26 **13-6H-12: DEVELOPMENT PLAN REQUIREMENTS; AND CHANGING EXISTING SHO**  
27 **DESIGNATION:**

28 A. Development Plan: A development plan is to be prepared for each proposed development (or phase)  
29 within the ~~senior housing overlay~~ SHO zone. The development plan shall provide pertinent information  
30 relative to public improvements, density, universal design concepts being utilized in the development,  
31 development standards and compliance therein, and design criteria.

32 B. Development Plan Review: The steps outlined in section 15-3-8 of this code shall be followed in  
33 connection with applications for approval of a development plan, along with the required fees and other  
34 specific processes required by this code to complete a specific project.

35 C. Development Plan Submittal Requirements: A developer seeking city approval of a development plan  
36 shall follow the submittal requirements as outlined in title 13, chapter 7, article I.

37 D. Zoning Map Amendment Application to Change or Remove an existing SHO Zoning District  
38 Designation: Consistent with subsections 13-7D-4(C)(2) and 13-7I-5(B)(4):

39       1. If one or more platted lots in a development with an existing SHO overlay zoning district  
40       designation have been sold to an owner, who is not a developer, professional builder, or bank or  
41       financial institution, an applicant may not submit, and the city shall not accept, an application to  
42       change or remove the existing SHO overlay zoning district designation for said development or for any  
43       part of said development; and

44       2. An application seeking city approval to change or remove the existing SHO overlay zoning district  
45       designation, or part of such existing district designation, shall be placed on a city council work session  
46       agenda and is a major variation that requires an amended development plan (with a planning  
47       commission recommendation and approval by the city council). (Ord. 11-03, 2-9-2011; amd. Ord. 22-  
48       13, 5-11-2022)

49

50       ***[Development Procedures (Zoning Amendments) Provisions in the City Code]***

51       13-7D-4: AUTHORIZED APPLICANT; COUNCIL WORK SESSION AND QUARTERLY MAP  
52       MEETING:

53       A. Zoning Map Amendment: An applicant for an amendment to change the zoning on any property shall  
54       be one of the following:

55       1. The owner of the property;

56       2. One or more joint owners of property who own individually or as a group, a majority interest in the  
57       property;

58       3. Both of the property owners where property is held in joint tenancy;

59       4. Seventy five percent (75%) or more of the owners of property in the area covered by the application  
60       when the application covers more than one property; or

61       5. The community development department, the planning commission or the city council on its own  
62       motion.

63       B. Zoning Text Amendment: The applicant for an amendment to change the text of this title, or the text  
64       of any other title adopted as a set of land use regulations (titles 5, 8 through 15 inclusive, and 17), shall be  
65       the community development department, the planning commission or the city council on its own motion. If  
66       an applicant for such an amendment, in the applicant's discretion, submits an application primarily because  
67       of the request of an "outside party", then said outside party shall pay a filing fee (but shall not submit an  
68       application) according to the consolidated fee schedule, as if said outside party was an applicant.

69       C. Signature, Work Session, And Quarterly Map Meeting Required: When the application is initiated by  
70       someone other than the community development department, the planning commission or city council,  
71       then:

72       1. The application shall be signed by the authorized applicant or an agent of any authorized applicant.  
73       The authority of the agent must be in writing, notarized, and filed with the application. The signature of  
74       such agent shall have the same force and effect as if the application were signed by the principal; and

75       2. If the zoning administrator determined that the application for an amendment to change the zoning  
76       does not conform to and is not consistent with the purposes, goals, objectives and policies of the adopted  
77       general plan and/or future land use map, or if the application requires a zoning text amendment or a waiver  
78       or exception, or if the application, pursuant to subsection 13-7I-5(B)(4), proposes changing or removing

79 any existing overlay zoning district designation or part of such existing district designation, then the  
80 application, together with all concurrent applications, shall be placed on a city council work session  
81 ("committee of the whole") agenda and a planning commission quarterly map meeting agenda as follows:

| Date Of Filing Of Complete Application | Date Of City Council Work Session        | Date Of Planning Commission Public Hearing/Meeting |
|--|--|--|
| January 1 to March 31                  | On or before the last meeting of April   | Soonest available meeting                          |
| April 1 to June 30                     | On or before the last meeting of July    | Soonest available meeting                          |
| July 1 to September 30                 | On or before the last meeting of October | Soonest available meeting                          |
| October 1 to December 31               | On or before the last meeting of January | Soonest available meeting                          |

82 (2009 Code; amd. Ord. 17-41, 7-12-2017; Ord. 19-50, 12-11-2019, Effective at 12 noon on January 6,  
83 2020; Ord. 20-40, 10-28-2020; Ord. 23-05, 2-8-2023)

84

85 13-7D-6: CRITERIA TO RECOMMEND APPROVAL:

86 A. Zoning Map Amendment: An aAmendment to the zoning map may be recommended for approval by  
87 the planning commission to the city council only if affirmative determinations are made regarding each of  
88 the following criteria:

89 1. The proposed amendment is consistent with the purposes, goals, objectives and policies of the  
90 adopted general plan and future land use map;

91 2. The proposed amendment will result in compatible land use relationships and does not adversely  
92 affect adjacent properties;

93 3. The proposed amendment protects the public health, safety and general welfare of the citizens of the  
94 city;

95 4. The proposed amendment will not unduly impact the adequacy of public services and facilities  
96 intended to serve the subject zoning area and property than would otherwise be needed without the  
97 proposed change, such as, but not limited to, police and fire protection, water, sewer and roadways; and

98 5. The proposed amendment is consistent with the provisions of any applicable overlay zoning  
99 districts which may impose additional standards.

100 6. An amendment to the zoning map regarding changing or removing any existing overlay zoning  
101 district designation, or part of such existing district designation, may be recommended for approval by the  
102 planning commission to the city council only if affirmative determinations are made regarding each of the  
103 following additional criteria:

104 a. The changing or removing of the existing overlay zoning district will not create or exacerbate  
105 one or more nonconforming (or noncomplying) uses or structures;

106 b. Properties and structures within the existing overlay zoning district will not be significantly  
107 negatively affected by a restriction or change of use or uses;

108       c. Properties and structures within the existing overlay zoning district will not be significantly  
109       negatively affected by lessened or changed design standards; and  
110       d. The design and layout of the properties and structures within the existing overlay zoning district  
111       will maintain the same or higher level of (i) functionality and (ii) compliance with applicable  
112       land use regulations.

113       B. Zoning Text Amendment: Amendment to the text of this title or of any other land use regulation title  
114       in this code shall be recommended for approval by the planning commission to the city council only if  
115       affirmative determinations are made regarding each of the following criteria:

116       1. The proposed amendment conforms to the general plan and is consistent with the adopted goals,  
117       objectives and policies described therein;

118       2. The proposed amendment is appropriate given the context of the request and there is sufficient  
119       justification for a modification to this title;

120       3. The proposed amendment will not create a conflict with any other section or part of this title or the  
121       general plan; and

122       4. The proposed amendment does not relieve a particular hardship, nor does it confer any special  
123       privileges to a single property owner or cause, and it is only necessary to make a modification to this title in  
124       light of corrections or changes in public policy. (2009 Code; amd. Ord. 11-35, 11-22-2011; Ord. 13-33, 11-  
125       13-2013; Ord. 17-41, 7-12-2017; Ord. 23-05, 2-8-2023)

#### ***[Development Plan Process (including Amendments and Major Variations) in the City Code]***

##### **13-7I-5: VARIATIONS FROM APPROVED PLANS AND DEVELOPMENT STANDARDS:**

129       A. Qualified Variations: Variations or modifications to an approved development plan ("variation") are  
130       classified as either major or minor. Any variation of or change to an approved development plan, whether  
131       major or minor, may only occur as set forth in this section.

132       B. Major Variation:

133       1. A variation to an approved development plan is considered "major" if the variation requested would  
134       change, alter, or eliminate an issue or condition addressed in the approved development plan which:

135           a. Is unique to the approved development plan;

136           b. Was recommended and/or adopted as a condition of approval of the development plan by the  
137       Planning Commission;

138           c. Was adopted as a condition of approval of the development plan by the city council; or

139           d. Was suggested or offered by an applicant as part of the initial application or following submission  
140       of the initial application suggested or offered to be included in the development plan by the applicant.

141       2. A major variation to an approved development plan may only occur by an amendment to the  
142       approved development plan. The amendment may only be made by either the planning commission or the  
143       city council, whichever approved the original development plan.

144       3. A request for an amendment to an approved development plan shall require an application, the  
145 payment of the applicable fee, and submission of all information required by this chapter.

146       4. Regarding an application to change or remove an overlay zoning district designation, and consistent  
147       with subsection 13-7D-4(C)(2):

148       a. If one or more platted lots in a development with an existing overlay zoning district designation  
149       have been sold to an owner, who is not a developer, professional builder, or bank or financial  
150       institution, an applicant may not submit, and the city shall not accept, an application to change or  
151       remove the existing overlay zoning district designation for said development or for any part of said  
152       development; and

153       b. An application seeking city approval to change or remove the existing overlay zoning district  
154       designation, or part of such existing district designation, shall be placed on a city council work session  
155       agenda and is a major variation that requires an amended development plan (with a planning  
156       commission recommendation and approval by the city council).

157       C. Minor Variation:

158       1. A variation is considered "minor" only if the Zoning Administrator determines in writing that (i) the  
159 following conditions of the approved development will exist if the variation is approved, and (ii) that the  
160 following characteristics of the development will exist following the implementation of the variance in the  
161 development:

162       a. No additional uses are added to the approved development plan or the development (residential,  
163 commercial, office space, medical, or otherwise);

164       b. All footprints, setbacks, and other requirements of city ordinances, standards, and regulations are  
165 met;

166       c. The heights of the buildings are the same or lower than in the approved development plan and in  
167 the development;

168       d. The density of the housing units, if any, is the same or lower than in the approved development  
169 plan and in the development;

170       e. The amount of office space, commercial space, or other similar required space, if any, is the same  
171 or more than in the approved development plan and in the development;

172       f. The amount or number of improvements and amenities, if any, is the same or more than in the  
173 approved development plan and in the development; and

174       g. All other similar measurable criteria are the same or more or "better" on the approved  
175 development plan and in the development, as determined by the Zoning Administrator. For example:  
176 owner-occupied residential units are deemed to be better than leased or rented residential units; or vinyl  
177 fencing is not the same or better than pre-cast concrete decorative fence.

178       2. The request for a minor variation shall be submitted in writing to the Zoning Administrator and  
179 shall include the following:

180       a. A detailed description and/or depiction of the nature of the variation or modification request; and

181       b. A detailed explanation of how the variation will not affect the overall intent and purpose of the  
182 approved development plan.

183       3. The Zoning Administrator may reject any minor variation request that fails to include any required  
184 information.

185       4. The Zoning Administrator is authorized to grant a minor variation in his or her sole discretion only  
186 upon a written determination and explanation by the Zoning Administrator, including specific facts related  
187 to the development ("written determination"), as follows:

188           a. How and why the variation is consistent with the intent of this article;

189           b. That the variation does not increase the overall allowable maximum density granted to the  
190 development;

191           c. Why the variation does not affect an approved preliminary or final site plan;

192           d. Why the variation does not affect an approved preliminary or final subdivision or condominium  
193 plat;

194           e. Specific facts as to why the variation does not constitute a major variation and therefore may be  
195 granted by the Zoning Administrator; and

196           f. The written determination shall be provided to the council office. (Ord. 22-13, 5-11-2022)

1 **Proposed City Code Text Amendment Regarding Changing or Removing the SHO Zoning District**  
2 **Designation or any other Overlay Zoning District Designation**

3 ***[SHO Zone Provisions in the City Code]***

5 13-6H-3: SENIOR HOUSING OVERLAY BOUNDARIES; AND CONCURRENT ZONING  
6 APPLICATIONS:

7 A. Properties located within the following zoning districts shall be eligible for the SHO district zoning  
8 subject to the permitted and conditional use tables associated with the specific underlying zoning district:

9 1. R-2 (Two-Family Residential), R-3 (Multi-Family Residential) and R-M (Mobile Home  
10 Residential) Zones;

11 2. The PC (Planned Community) and PRD (Planned Residential Development) Zones;

12 3. The LSR (Low Density Single-Family Residential), MFR (Medium Density Multi-Family  
13 Residential) and the HFR (High Density Multi-Family Residential) Zones within the west side planning  
14 area; and

15 4. The P-O Professional Office Zone.

16 B. The SHO district shall not be applied to any specific property until a rezone application has been  
17 approved by the city council which affixes the overlay district onto the property's underlying zoning  
18 designation.

19 C. If an applicant has submitted an application for a zone change to a specific underlying zoning district  
20 concurrently with an application for a zone change to the SHO district, each application shall be considered  
21 and voted upon by the city council as a separate agenda item, with the specific underlying zoning district  
22 application being considered and voted upon first, followed by the SHO district application. (Ord. 11-03, 2-  
23 9-2011; amd. Ord. 17-24, 5-24-2017)

24  
25 13-6H-12: DEVELOPMENT PLAN REQUIREMENTS; AND CHANGING EXISTING SHO  
26 DESIGNATION:

27 A. Development Plan: A development plan is to be prepared for each proposed development (or phase)  
28 within the SHO zone. The development plan shall provide pertinent information relative to public  
29 improvements, density, universal design concepts being utilized in the development, development  
30 standards and compliance therein, and design criteria.

31 B. Development Plan Review: The steps outlined in section 15-3-8 of this code shall be followed in  
32 connection with applications for approval of a development plan, along with the required fees and other  
33 specific processes required by this code to complete a specific project.

34 C. Development Plan Submittal Requirements: A developer seeking city approval of a development plan  
35 shall follow the submittal requirements as outlined in title 13, chapter 7, article I.

36 D. Zoning Map Amendment Application to Change or Remove an existing SHO Zoning District  
37 Designation: Consistent with subsections 13-7D-4(C)(2) and 13-7I-5(B)(4):

38       1. If one or more platted lots in a development with an existing SHO overlay zoning district  
39       designation have been sold to an owner, who is not a developer, professional builder, or bank or  
40       financial institution, an applicant may not submit, and the city shall not accept, an application to  
41       change or remove the existing SHO overlay zoning district designation for said development or for any  
42       part of said development; and

43       2. An application seeking city approval to change or remove the existing SHO overlay zoning district  
44       designation, or part of such existing district designation, shall be placed on a city council work session  
45       agenda and is a major variation that requires an amended development plan (with a planning  
46       commission recommendation and approval by the city council). (Ord. 11-03, 2-9-2011; amd. Ord. 22-  
47       13, 5-11-2022)

48

49 ***[Development Procedures (Zoning Amendments) Provisions in the City Code]***

50       13-7D-4: AUTHORIZED APPLICANT; COUNCIL WORK SESSION AND QUARTERLY MAP  
51       MEETING:

52       A. Zoning Map Amendment: An applicant for an amendment to change the zoning on any property shall  
53       be one of the following:

54       1. The owner of the property;

55       2. One or more joint owners of property who own individually or as a group, a majority interest in the  
56       property;

57       3. Both of the property owners where property is held in joint tenancy;

58       4. Seventy five percent (75%) or more of the owners of property in the area covered by the application  
59       when the application covers more than one property; or

60       5. The community development department, the planning commission or the city council on its own  
61       motion.

62       B. Zoning Text Amendment: The applicant for an amendment to change the text of this title, or the text  
63       of any other title adopted as a set of land use regulations (titles 5, 8 through 15 inclusive, and 17), shall be  
64       the community development department, the planning commission or the city council on its own motion. If  
65       an applicant for such an amendment, in the applicant's discretion, submits an application primarily because  
66       of the request of an "outside party", then said outside party shall pay a filing fee (but shall not submit an  
67       application) according to the consolidated fee schedule, as if said outside party was an applicant.

68       C. Signature, Work Session, And Quarterly Map Meeting Required: When the application is initiated by  
69       someone other than the community development department, the planning commission or city council,  
70       then:

71       1. The application shall be signed by the authorized applicant or an agent of any authorized applicant.  
72       The authority of the agent must be in writing, notarized, and filed with the application. The signature of  
73       such agent shall have the same force and effect as if the application were signed by the principal; and

74       2. If the zoning administrator determined that the application for an amendment to change the zoning  
75       does not conform to and is not consistent with the purposes, goals, objectives and policies of the adopted  
76       general plan and/or future land use map, or if the application requires a zoning text amendment or a waiver  
77       or exception, or if the application, pursuant to subsection 13-7I-5(B)(4), proposes changing or removing

78 any existing overlay zoning district designation or part of such existing district designation, then the  
79 application, together with all concurrent applications, shall be placed on a city council work session  
80 ("committee of the whole") agenda and a planning commission quarterly map meeting agenda as follows:

| Date Of Filing Of Complete Application | Date Of City Council Work Session        | Date Of Planning Commission Public Hearing/Meeting |
|--|--|--|
| January 1 to March 31                  | On or before the last meeting of April   | Soonest available meeting                          |
| April 1 to June 30                     | On or before the last meeting of July    | Soonest available meeting                          |
| July 1 to September 30                 | On or before the last meeting of October | Soonest available meeting                          |
| October 1 to December 31               | On or before the last meeting of January | Soonest available meeting                          |

81 (2009 Code; amd. Ord. 17-41, 7-12-2017; Ord. 19-50, 12-11-2019, Effective at 12 noon on January 6,  
82 2020; Ord. 20-40, 10-28-2020; Ord. 23-05, 2-8-2023)

83

84 13-7D-6: CRITERIA TO RECOMMEND APPROVAL:

85 A. Zoning Map Amendment: An amendment to the zoning map may be recommended for approval by  
86 the planning commission to the city council only if affirmative determinations are made regarding each of  
87 the following criteria:

- 88 1. The proposed amendment is consistent with the purposes, goals, objectives and policies of the  
89 adopted general plan and future land use map;
- 90 2. The proposed amendment will result in compatible land use relationships and does not adversely  
91 affect adjacent properties;
- 92 3. The proposed amendment protects the public health, safety and general welfare of the citizens of the  
93 city;
- 94 4. The proposed amendment will not unduly impact the adequacy of public services and facilities  
95 intended to serve the subject zoning area and property than would otherwise be needed without the  
96 proposed change, such as, but not limited to, police and fire protection, water, sewer and roadways; and
- 97 5. The proposed amendment is consistent with the provisions of any applicable overlay zoning  
98 districts which may impose additional standards.

99 6. An amendment to the zoning map regarding changing or removing any existing overlay zoning  
100 district designation, or part of such existing district designation, may be recommended for approval by the  
101 planning commission to the city council only if affirmative determinations are made regarding each of the  
102 following additional criteria:

- 103 a. The changing or removing of the existing overlay zoning district will not create or exacerbate  
104 one or more nonconforming (or noncomplying) uses or structures;
- 105 b. Properties and structures within the existing overlay zoning district will not be significantly  
106 negatively affected by a restriction or change of use or uses;

107       c. Properties and structures within the existing overlay zoning district will not be significantly  
108       negatively affected by lessened or changed design standards; and  
109       d. The design and layout of the properties and structures within the existing overlay zoning district  
110       will maintain the same or higher level of (i) functionality and (ii) compliance with applicable  
111       land use regulations.

112       B. Zoning Text Amendment: Amendment to the text of this title or of any other land use regulation title  
113       in this code shall be recommended for approval by the planning commission to the city council only if  
114       affirmative determinations are made regarding each of the following criteria:

115       1. The proposed amendment conforms to the general plan and is consistent with the adopted goals,  
116       objectives and policies described therein;

117       2. The proposed amendment is appropriate given the context of the request and there is sufficient  
118       justification for a modification to this title;

119       3. The proposed amendment will not create a conflict with any other section or part of this title or the  
120       general plan; and

121       4. The proposed amendment does not relieve a particular hardship, nor does it confer any special  
122       privileges to a single property owner or cause, and it is only necessary to make a modification to this title in  
123       light of corrections or changes in public policy. (2009 Code; amd. Ord. 11-35, 11-22-2011; Ord. 13-33, 11-  
124       13-2013; Ord. 17-41, 7-12-2017; Ord. 23-05, 2-8-2023)

125  
126 ***[Development Plan Process (including Amendments and Major Variations) in the City Code]***

127 13-7I-5: VARIATIONS FROM APPROVED PLANS AND DEVELOPMENT STANDARDS:

128       A. Qualified Variations: Variations or modifications to an approved development plan ("variation") are  
129       classified as either major or minor. Any variation of or change to an approved development plan, whether  
130       major or minor, may only occur as set forth in this section.

131       B. Major Variation:

132       1. A variation to an approved development plan is considered "major" if the variation requested would  
133       change, alter, or eliminate an issue or condition addressed in the approved development plan which:

134           a. Is unique to the approved development plan;  
135           b. Was recommended and/or adopted as a condition of approval of the development plan by the  
136       Planning Commission;

137           c. Was adopted as a condition of approval of the development plan by the city council; or

138           d. Was suggested or offered by an applicant as part of the initial application or following submission  
139       of the initial application suggested or offered to be included in the development plan by the applicant.

140       2. A major variation to an approved development plan may only occur by an amendment to the  
141       approved development plan. The amendment may only be made by either the planning commission or the  
142       city council, whichever approved the original development plan.

143       3. A request for an amendment to an approved development plan shall require an application, the  
144 payment of the applicable fee, and submission of all information required by this chapter.

145       4. Regarding an application to change or remove an overlay zoning district designation, and consistent  
146 with subsection 13-7D-4(C)(2):

147       a. If one or more platted lots in a development with an existing overlay zoning district designation  
148 have been sold to an owner, who is not a developer, professional builder, or bank or financial  
149 institution, an applicant may not submit, and the city shall not accept, an application to change or  
150 remove the existing overlay zoning district designation for said development or for any part of said  
151 development; and

152       b. An application seeking city approval to change or remove the existing overlay zoning district  
153 designation, or part of such existing district designation, shall be placed on a city council work session  
154 agenda and is a major variation that requires an amended development plan (with a planning  
155 commission recommendation and approval by the city council).

156       C. Minor Variation:

157       1. A variation is considered "minor" only if the Zoning Administrator determines in writing that (i) the  
158 following conditions of the approved development will exist if the variation is approved, and (ii) that the  
159 following characteristics of the development will exist following the implementation of the variance in the  
160 development:

161       a. No additional uses are added to the approved development plan or the development (residential,  
162 commercial, office space, medical, or otherwise);

163       b. All footprints, setbacks, and other requirements of city ordinances, standards, and regulations are  
164 met;

165       c. The heights of the buildings are the same or lower than in the approved development plan and in  
166 the development;

167       d. The density of the housing units, if any, is the same or lower than in the approved development  
168 plan and in the development;

169       e. The amount of office space, commercial space, or other similar required space, if any, is the same  
170 or more than in the approved development plan and in the development;

171       f. The amount or number of improvements and amenities, if any, is the same or more than in the  
172 approved development plan and in the development; and

173       g. All other similar measurable criteria are the same or more or "better" on the approved  
174 development plan and in the development, as determined by the Zoning Administrator. For example:  
175 owner-occupied residential units are deemed to be better than leased or rented residential units; or vinyl  
176 fencing is not the same or better than pre-cast concrete decorative fence.

177       2. The request for a minor variation shall be submitted in writing to the Zoning Administrator and  
178 shall include the following:

179       a. A detailed description and/or depiction of the nature of the variation or modification request; and

180       b. A detailed explanation of how the variation will not affect the overall intent and purpose of the  
181 approved development plan.

182       3. The Zoning Administrator may reject any minor variation request that fails to include any required  
183 information.

184       4. The Zoning Administrator is authorized to grant a minor variation in his or her sole discretion only  
185 upon a written determination and explanation by the Zoning Administrator, including specific facts related  
186 to the development ("written determination"), as follows:

187           a. How and why the variation is consistent with the intent of this article;

188           b. That the variation does not increase the overall allowable maximum density granted to the  
189 development;

190           c. Why the variation does not affect an approved preliminary or final site plan;

191           d. Why the variation does not affect an approved preliminary or final subdivision or condominium  
192 plat;

193           e. Specific facts as to why the variation does not constitute a major variation and therefore may be  
194 granted by the Zoning Administrator; and

195           f. The written determination shall be provided to the council office. (Ord. 22-13, 5-11-2022)

**MINUTES OF THE REGULAR MEETING OF THE WEST JORDAN PLANNING AND ZONING  
COMMISSION HELD AUGUST 20, 2024 IN THE WEST JORDAN COUNCIL CHAMBERS**

**PRESENT:** Ammon Allen, Tom Hollingsworth, John Roberts, Trish Hatch, and Jay Thomas. George Winn and Emily Gonzalez were excused.

**STAFF:** Scott Langford, Larry Gardner, Ray McCandless, Duncan Murray, Julie Davis, Paul Brockbank

\*\*\*\*\*

- 1. Text Amendment – Overlay Zoning Districts; Amend the 2009 West Jordan Municipal Code regarding Changing or Removing the Senior Housing Overlay District (SHO) Designation or any other Overlay Zoning District Designation; Amending Development Plan Requirements Sections 13-6H-12A and adding 13-6H-12D; Amending Authorized applicant Council Work Session and Quarterly Map Meeting Section 13-7D-4C2 and adding 13-7D-4C3; Amending Criteria to Recommend Approval adding Section 13-7D-6A6; Variations from Approved Plans and Development Standards adding Section 13-7I-5B4; City-wide applicability; City of West Jordan (applicant)**

Scott Langford said the proposed text amendment is a result of several meetings the City Council held after the Senior Housing Overlay was removed from a development. This is an effort to help the process for similar requests to be less awkward in the future.

Larry Gardner explained that one change is that the review and vote to rezone a property to the base zone would come first and separate from consideration of the overlay.

Duncan Murray said the next change would require an applicant to come to a council work session prior to starting the process to remove an overlay district. The council will then decide if the applicant should move forward through the public hearing process. Another provision states that if even one lot is sold to someone who is not a financial institution, builder, developer, etc. then removal of the overlay is not allowed.

Larry Gardner explained that the work session is a less formal way for the applicant to describe their request prior to the public hearing process. Additional criteria for the planning commission were added, including a determination that the change will not create or exacerbate a nonconforming situation. The other criterion addresses design and that the change cannot significantly negatively affect the properties or structures within the existing overlay zoning district. Any changes to the development plan would also have to be approved by the city council.

Based on the analysis and findings contained in the staff report and upon evidence received at the public hearing, staff recommended that the Planning Commission forward a recommendation of approval to the City Council for the Text Amendment regarding Overlay Zoning Districts.

Ammon Allen supported the change, but he also understood that in certain market conditions it could be a hardship to own a property with a senior housing overlay. He asked if it could be removed if all property owners wanted the change.

Larry Gardner said that would be a legislative decision for the city council.

Trish Hatch thought that the SHO imposes restrictions that do not benefit the city long-term, because it is too confining, and it does not serve the future. She had hoped that the SHO would be removed from the code.

Larry Gardner stated that the amendment does not prohibit the city from eliminating the senior housing overlay, but it applies to those that exist. The market was in a different situation 5 to 10 years ago when an older home could be sold with enough equity to purchase a new one. Other communities are also dealing with this situation.

Jay Thomas felt much the same as Commissioner Hatch and asked if the commission could propose to the city council elimination of the senior overlay.

Ammon Allen understood the proposed code to say that even if the developer were to buy back the lots that had been sold, removal of the overlay still would not be allowed.

Duncan Murray said that is how a strict interpretation would read, but that point could be argued.

Ammon Allen opened the public hearing.

Further public comment was closed at this point for this item.

Additional discussion was held concerning a recommendation to the city council to eliminate the SHO. That discussion would be placed on a future agenda and any action or recommendation would take place in a public hearing. At the time of discussion, staff should provide a listing of where current SHO zoning exists and if removal of the overlay would create a non-conforming use situation.

Commissioner Roberts said that the proposed amendment helps to resolve the negatives of the SHO, because any benefit that the developer gets that makes it nonconforming also binds them to it. Otherwise, the developer will have to build something conforming from the beginning if they want a chance to have the overlay removed later.

Duncan Murray said that it would be more realistic to lock the SHO from additional locations in a similar way to how the WSPA area is defined, but the zoning and regulations for it still exist.

Larry Gardner said he will place this discussion on the next meeting and staff will provide the current SHO locations and if there are any current applications.

**MOTION:** *Jay Thomas moved, based on the information and findings of the required criteria set forth in the staff report and upon the evidence and explanations received today, to forward a recommendation of approval to the City Council for the Text Amendment regarding Overlay Zoning Districts finding that an affirmative determination has been made for the criteria found in 13-7D-6B; 1 through 4. The motion was seconded by John Roberts and passed 5-0 in favor. George Winn and Emily Gonzalez were absent.*



**Office of the City Council**  
8000 South Redwood Road  
West Jordan, Utah 84088  
(801) 569-5017

## **CITY OF WEST JORDAN NOTICE OF PUBLIC HEARING**

A public hearing will be held before the West Jordan City Council on **Wednesday, September 25, 2024 at 6:00 pm (or as soon thereafter as possible)** at **West Jordan City Hall, 8000 S. Redwood Rd, 3rd Floor, West Jordan, UT 84088**.

The purpose of the hearing is to receive public comments regarding the following:

- **Ordinance No. 24-33** amending West Jordan City Code regarding Changing or Removing the Senior Housing Overlay District (SHO) Designation or any other Overlay Zoning District Designation; Amending Development Plan Requirements Sections 13-6H-12A and adding 13-6H-12D; Amending Authorized applicant Council Work Session and Quarterly Map Meeting Section 13-7D-4C2 and adding 13-7D-4C3; Amending Criteria to Recommend Approval adding Section 13-7D-6A6; Variations from Approved Plans and Development Standards adding Section 13-7I-5B4 the West Jordan City Transportation Master Plan
- **Ordinance No. 24-43** amending West Jordan City Code Section 1-4-1 and 1-4-2 regarding Elected Officials Compensation

In accordance with the Americans with Disabilities Act, the City of West Jordan will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the Council Office at (801) 569-5017 at least three working days' advance notice of the meeting.

If you are interested in participating in the public hearing, please visit the City of West Jordan website at <https://westjordan.primegov/public/portal> approximately four (4) days prior to the meeting for packet materials and Zoom login information.

Alternatively, you may share your comments with the Council prior to the meeting by calling the 24-Hour Public Comment line at (801) 569-5052 or by emailing [councilcomments@westjordan.utah.gov](mailto:councilcomments@westjordan.utah.gov). For further information please contact the Council Office at (801) 569-5017.

*Posted September 12, 2024*  
*/s/ Cindy M. Quick, MMC*  
*Council Office Clerk*

Mr. Lee reported that proposed amendments to Title 1 Chapter 8 were intended to bring the chapter up to date with current organization and operations. He commented that West Jordan Code was more detailed regarding organization of City departments than Salt Lake City Code. Mr. Lee said staff would review Chapter 8 with the intention of simplifying and shortening the language if directed by the Council.

Mr. Lee presented proposed amendments to Chapter 8 regarding administration and received feedback from the Council. The Council asked staff to make the changes discussed and bring Chapter 8 back for review in a future work session.

**d. *Discussion of amendments to Title 13 Chapter 6H Senior Housing Overlay (SHO) Zone***

Council Member Bloom referred to a recent request considered by the Council, and said she anticipated more developers would approach the City Council about removing the Senior Housing Overlay (SHO) Zone. She suggested the Council establish a clear procedure. Council Member Whitelock suggested the zoning should revert back to the previous zone if an SHO were removed. Council Member Green responded that her suggestion would involve complications. Council Member Lamb said the situation had happened before, and a procedure was already in place. Council Member Bloom said she did not want the City to be taken advantage of.

Community Development Director Scott Langford advised the Council not to be too focused on the SHO, and pointed out that discretion for development plans was still with the Council. Council Member Whitelock said she wanted to establish more guidelines, so developers knew what to expect. The Council discussed possible development scenarios, as well as development situations with which they had experience. Council Member Whitelock said she believed the current process was a problem, and suggested discussion of possible zoning changes should be brought to the Council as a whole for discussion. Council Members Bedore and Bloom expressed agreement. Council Member Whitelock suggested more collaboration at the front end.

Mr. Langford said staff were working on language that would require Land Use Map amendments to come to the Committee of the Whole before going through the rest of the process. He asked if the Council would like major zoning variation requests to follow the same process. Council Members expressed support. Council Member Green said developers should come up with a completed application and a rough draft of what they would be willing to give up in exchange for the requested zoning change.

Council Member Green suggested that denial of a major zoning change could be done "with prejudice" or "without prejudice". A denial with prejudice would require a specified waiting period before reapplication (perhaps 12 months); denial without prejudice would allow reapplication within a shorter time period. Council Members Bedore, Bloom, and Jacob expressed support. Chair Jacob pointed out the Council had already done something similar. City Attorney Josh Chandler advised the Council to make sure policy was applied consistently.

The Council discussed the new room for work sessions in City Hall.

### **3. ADJOURN**



# REQUEST FOR COUNCIL ACTION

**Action:** Need Council to take action

**Meeting Date Requested** : 09/25/2024

**Presenter:** Alan Anderson

**Deadline of item** : 05/01/2025

**Applicant:**

**Department Sponsor:** Council Office

**Agenda Type:** PUBLIC HEARINGS

**Presentation Time:** 10 Minutes

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

## 1. AGENDA SUBJECT

Ordinance No. 24-43 amending West Jordan City Code section 1-4-1 and 1-4-2 regarding Elected Officials Compensation

## 2. EXECUTIVE SUMMARY

In the August 21, 2024 Committee of the Whole Meeting, council discussed modifying compensation for elected officials, which would tie the council's compensation to the mayor's salary. The majority of the body supported the tentative proposal, which is presented for action via Ordinance No. 24-43.

Revised within the ordinance is the specification that the mayor's salary will automatically receive the same cost of living increases afforded to city employees. This amendment consequentially adjusts council member's salaries on an annual basis, as well.

The compensation schedule/salary table (including the cost of living increase) will be effective July 1, 2025.

State law and city code requires several items related to elected officials compensation in municipalities:

- Adopted by Ordinance. This policy would require an Ordinance adopted by council. The adoption would be required each year due to the now included COLA adjustments. (UCA [10-3-818\(1\)](#) & WJCC [1-4-1\(C\)](#))
- Hold a public hearing (UCA [10-3-818\(1\)](#)) & WJCC [1-4-1\(C\)](#)

## 3. TIME SENSITIVITY / URGENCY

Based on prior direction of the body, these section of code would need to be amended prior to May 1, 2025 to be reflected in the FY26 budget

## 4. FISCAL NOTE

A positive action on this amendment would increase Council Office Salaries Part-Time by \$47,600 annually beginning in FY26 budget. In addition, the cost-of-living-adjustment (COLA) would be added to this amount effective July 1, 2025. This would be the same amount given to all qualifying city employees and is generally based on the CPI for the Mountain West region. This is an unknown number at this time until the CPI is analyzed during the budget preparation process. In FY2025, the COLA was 2.0% which would add an additional \$2,480 to the Salaries Full-Time budget in the Office of the Mayor and \$3,444 to Salaries Part-Time in the Council Office budget.

**5. PLANNING COMMISSION RECOMMENDATION**

N/A

**6. STAFF ANALYSIS**

As established by the FY2025 annual budget, the mayor's established salary is \$124,000. A council member's salary is \$18,000, or 14.5% of the mayor's salary. Using the aforementioned data, 20% of the mayor's salary would establish a compensation of \$24,800 per council member, a 38% increase from the previous amount of \$18,000.

Neighboring/Comparable Cities (by population, +/- ~20k people), with most recent information for each:

| City         | Council Salary | Source  |
|--------------|----------------|---|
| Ogden        | \$24,106       | Ogden FY24 Budget                             |
| Orem         | \$16,135       | Orem FY25 Budget                              |
| Provo        | \$21,000       | Provo Elected Officials Comp Commission, 2021 |
| Sandy        | \$24,333*      | Statewide review of Council Member Salaries   |
| S. Jordan    | \$16,514       | Statewide review of Council Member Salaries   |
| Taylorsville | \$12,650       | Taylorsville code (as of 2008)                |
| West Valley  | \$21,580       | Statewide review of Council Member Salaries   |

\*Sandy's FY2025 Budget specifies "The Mayor and City Council members' compensation shall be adjusted annually on July 1 by an amount equivalent to the average pay increase to city employees."

As established by West Jordan City Code 1-4-1, any increase in council compensation would need to be adopted via ordinance, after a public hearing.

Council compensation was previously discussed on the following dates (click hyperlink for recordings, minutes are located within this packet):

- [August 21, 2024 \(COTW Meeting\) – Discussion Item](#)
- [August 11, 2021 \(CC Meeting\) - Ordinance No. 21-36](#)
- [December 15, 2021 \(COTW Meeting\) - Discussion Item](#)
- [August 10, 2022 \(CC Meeting\) - Ordinance No. 22-42](#)

*There is no additional CSR report, as this item is initiated by the City Council and the RCA written by the Council Office.*

**7. MOTION RECOMMENDED**

Move to approve/deny Ordinance No. 24-43 amending West Jordan City Code section 1-4-1 and 1-4-2 regarding Elected Officials Compensation

**8. PACKET ATTACHMENT(S)**

Ordinance 24-43

Legislative (Redline) Version

[Clean Version](#)  
[Public Hearing Notices](#)  
[Past Meeting Minutes](#)

1 THE CITY OF WEST JORDAN, UTAH  
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4

5 **ORDINANCE NO. 24-43**  
6  
7

8 **AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE RELATED  
9 TO ELECTED OFFICIALS COMPENSATION**  
10  
11

12 WHEREAS, the City of West Jordan adopted West Jordan City Code ("City Code") in 2009; and  
13  
14 WHEREAS, the City Council of the City of West Jordan desires to amend a certain section of the  
15 City Code, regarding and related to elected officials compensation; and  
16  
17 WHEREAS, the City Council held a public meeting on September 25, 2024 regarding the  
18 proposed City Code amendments; and  
19  
20 WHEREAS, the City Council finds it to be in the best interest of the public health, safety, and  
21 welfare of the residents of the City to adopt the following proposed City Code amendments.  
22  
23 NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN,  
24 UTAH AS FOLLOWS:  
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30 **Section 1. Amendment of Code Provisions.** City Code Section 1-4-1 and 1-4-2 are amended  
31 to read as shown on Attachment 1 to this Ordinance.  
32  
33 **Section 2. Severability.** If any provision of this Ordinance is declared to be invalid by a court  
34 of competent jurisdiction, the remainder shall not be affected thereby.  
35  
36 **Section 3. Effective Date.** This Ordinance shall become effective immediately upon posting  
37 or publication as provided by law and upon (i) the Mayor signing the Ordinance, (ii) the City Council  
38 duly overriding the veto of the Mayor as provided by law, or (iii) the Mayor failing to sign or veto the  
39 Ordinance within fifteen (15) days after the City Council presents the Ordinance to the Mayor.  
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42 PASSED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THIS 25<sup>th</sup> DAY OF  
43 SEPTEMBER 2024.  
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|    | <b>Voting by the City Council</b> | <b>"YES"</b>             | <b>"NO"</b>              |
|----|-----------------------------------|--------------------------|--------------------------|
| 47 | Council Chair Zach Jacob          | <input type="checkbox"/> | <input type="checkbox"/> |
| 48 | Council Vice-Chair Chad Lamb      | <input type="checkbox"/> | <input type="checkbox"/> |
| 49 | Council Member Bob Bedore         | <input type="checkbox"/> | <input type="checkbox"/> |
| 50 | Council Member Pamela Bloom       | <input type="checkbox"/> | <input type="checkbox"/> |
| 51 | Council Member Kelvin Green       | <input type="checkbox"/> | <input type="checkbox"/> |
| 52 | Council Member Kent Shelton       | <input type="checkbox"/> | <input type="checkbox"/> |
| 53 | Council Member Kayleen Whitelock  | <input type="checkbox"/> | <input type="checkbox"/> |
| 54 |                                   |                          |                          |
| 55 |                                   |                          |                          |
| 56 |                                   |                          |                          |

57 **PRESENTED TO THE MAYOR BY THE CITY COUNCIL ON \_\_\_\_\_.**

58  
59 Mayor's Action:  Approve  Veto

60  
61 By: \_\_\_\_\_  
62 Mayor Dirk Burton \_\_\_\_\_  
63 Date

64 ATTEST:

65 \_\_\_\_\_  
66 Tangee Sloan, CMC  
67 City Recorder

70  
71  
72 **STATEMENT OF APPROVAL/PASSAGE (check one)**

73  
74  The Mayor approved and signed Ordinance No. 24-\_\_.

75  
76  
77  The Mayor vetoed Ordinance No. 24-\_\_ on \_\_\_\_\_ and the City Council timely  
78 overrode the veto of the Mayor by a vote of \_\_ to \_\_.

79  
80  
81  Ordinance No. 24-\_\_ became effective by operation of law without the Mayor's approval  
82 or disapproval.

83 \_\_\_\_\_  
84 Tangee Sloan, CMC  
85 City Recorder

86  
87  
88 *(continued on the next page)*

95  
96       **CERTIFICATE OF PUBLICATION**  
97  
98  
99

100  
101       I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that a  
102       short summary of the foregoing ordinance was published on the Utah Public Notice Website on the  
103       \_\_\_\_ day of \_\_\_\_\_ 2024. The fully executed copy of the ordinance is retained in the  
104       Office of the City Recorder pursuant to Utah Code Annotated, 10-3-711.  
105  
106  
107

101  
102       \_\_\_\_\_  
103       Tangee Sloan, CMC  
104       City Recorder  
105  
106  
107

1  
2     1-4-1: CITY COUNCIL COMPENSATION:

3     A. Each member of the city council shall be paid through the city's regular payroll system  
4     at a minimum of once a month, in an amount equal to 20% of the mayor's salary as set forth  
5     in the compensation schedule or salary table adopted with the annual budget and pursuant  
6     to Utah Code 10-3-818 or successor provisions, effective July 1, 2025.

7     B. Each member of the city council may opt into any benefit provided to full-time  
8     employees as adopted in the annual budget.

9     C. Increase In Council Compensation: Any increase in council compensation shall be  
10    approved in a compensation schedule or salary table adopted by the city council by  
11    ordinance, after a public hearing, in a manner consistent with all other relevant  
12    requirements of this code and Utah Code 10-3-818 or successor provisions. (Ord. 22-42, 8-  
13    10-2022; amd. Ord. 24-11, 3-13-2024)

14  
15     1-4-2: MAYOR'S COMPENSATION:

16    The annual salary for the position of mayor shall be determined prior to each mayoral  
17    election and will be established through the following procedure:

18     A. During the fourth year of each four (4) year mayoral term and prior to the deadline for  
19     filing a declaration of candidacy for the upcoming mayoral term, the city council may  
20     express the desired value of the mayoral salary for the upcoming mayoral term by  
21     resolution. This desired successor salary within the resolution shall be included in the fiscal  
22     year budget that includes the end of the current mayoral term and the beginning of the  
23     upcoming mayoral term. The budget, like any other fiscal budget, shall be approved by  
24     ordinance.

25     B. Should the city council neither:

26       1. Provide the desired value of the successor mayoral salary prior to the filing deadline;  
27       nor

28       2. Include the successor salary in the appropriate fiscal year budget as provided in this  
29       subsection, the successor salary shall be the same as that salary provided to the incumbent  
30       mayor in the year four (4) budget.

31     C. The successor salary shall take effect on the first Monday of January following the  
32     mayoral election per Utah Code 10-3-201 or successor provisions.

33     D. Should any person elected to complete a full mayoral term not complete such term,  
34     the individual appointed to complete the remainder of the mayoral term shall receive the  
35     same salary provided to the prior mayor at the time the prior mayor left office.

36       E. Mayor Consent Required To Reduce Compensation: The sitting mayor may voluntarily  
37 reduce mayoral compensation for any given budget year, with the amount of the reduction  
38 to be placed in the general fund. The mayoral compensation may not be reduced during the  
39 mayor's term of office without the mayor's consent.

40       F. Mayor Salary Accrual; Timesheets; Benefits; Salary Increases: The mayor's  
41 compensation will be distributed to the mayor through the city's regular payroll system a  
42 minimum of once a month. The mayor is not required to submit time sheets. The mayor  
43 shall also receive the standard benefits provided by the city to appointed officers of the  
44 city; provided however that the mayor will neither:

- 45       1. Be allocated executive or compensatory leave; nor
- 46       2. Be entitled to merit increases, and performance increases, ~~and cost of living~~  
47 ~~increases~~ afforded city employees, without specific approval of the city council as noted in  
48 subsection G of this section, effective July 1, 2025.

49       G. Increase In The Sitting Mayor's Compensation: The mayor's salary shall automatically  
50 receive the same cost of living increases afforded to city employees effective July 1, 2025.  
51 An Any increase in the sitting mayor's compensation shall be approved in a compensation  
52 schedule or salary table adopted by the city council by ordinance, after a public hearing, in  
53 a manner consistent with all other relevant requirements of this code and Utah Code 10-3-  
54 818 or successor provisions. (Ord. 22-42, 8-10-2022; amd. Ord. 23-13, 3-8-2023; Ord. 24-  
55 11, 3-13-2024)

1

2 1-4-1: CITY COUNCIL COMPENSATION:

3 A. Each member of the city council shall be paid through the city's regular payroll system  
4 at a minimum of once a month, in an amount equal to 20% of the mayor's salary as set forth  
5 in the compensation schedule or salary table adopted with the annual budget and pursuant  
6 to Utah Code 10-3-818 or successor provisions, effective July 1, 2025.

7 B. Each member of the city council may opt into any benefit provided to full-time  
8 employees as adopted in the annual budget.

9 C. Increase In Council Compensation: Any increase in council compensation shall be  
10 approved in a compensation schedule or salary table adopted by the city council by  
11 ordinance, after a public hearing, in a manner consistent with all other relevant  
12 requirements of this code and Utah Code 10-3-818 or successor provisions. (Ord. 22-42, 8-  
13 10-2022; amd. Ord. 24-11, 3-13-2024)

14

15 1-4-2: MAYOR'S COMPENSATION:

16 The annual salary for the position of mayor shall be determined prior to each mayoral  
17 election and will be established through the following procedure:

18 A. During the fourth year of each four (4) year mayoral term and prior to the deadline for  
19 filing a declaration of candidacy for the upcoming mayoral term, the city council may  
20 express the desired value of the mayoral salary for the upcoming mayoral term by  
21 resolution. This desired successor salary within the resolution shall be included in the fiscal  
22 year budget that includes the end of the current mayoral term and the beginning of the  
23 upcoming mayoral term. The budget, like any other fiscal budget, shall be approved by  
24 ordinance.

25 B. Should the city council neither:

26 1. Provide the desired value of the successor mayoral salary prior to the filing deadline;  
27 nor

28 2. Include the successor salary in the appropriate fiscal year budget as provided in this  
29 subsection, the successor salary shall be the same as that salary provided to the incumbent  
30 mayor in the year four (4) budget.

31 C. The successor salary shall take effect on the first Monday of January following the  
32 mayoral election per Utah Code 10-3-201 or successor provisions.

33 D. Should any person elected to complete a full mayoral term not complete such term,  
34 the individual appointed to complete the remainder of the mayoral term shall receive the  
35 same salary provided to the prior mayor at the time the prior mayor left office.

36       E. Mayor Consent Required To Reduce Compensation: The sitting mayor may voluntarily  
37 reduce mayoral compensation for any given budget year, with the amount of the reduction  
38 to be placed in the general fund. The mayoral compensation may not be reduced during the  
39 mayor's term of office without the mayor's consent.

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42 minimum of once a month. The mayor is not required to submit time sheets. The mayor  
43 shall also receive the standard benefits provided by the city to appointed officers of the  
44 city; provided however that the mayor will neither:

- 45       1. Be allocated executive or compensatory leave; nor
- 46       2. Be entitled to merit increases and performance increases afforded city employees,  
47 without specific approval of the city council as noted in subsection G of this section,  
48 effective July 1, 2025

49       G. Increase In The Sitting Mayor's Compensation: The mayor's salary shall automatically  
50 receive the same cost of living increases afforded to city employees effective July 1, 2025.  
51 An increase in the sitting mayor's compensation shall be approved in a compensation  
52 schedule or salary table adopted by the city council by ordinance, after a public hearing, in  
53 a manner consistent with all other relevant requirements of this code and Utah Code 10-3-  
54 818 or successor provisions. (Ord. 22-42, 8-10-2022; amd. Ord. 23-13, 3-8-2023; Ord. 24-  
55 11, 3-13-2024)



## Office of the City Council

8000 South Redwood Road

West Jordan, Utah 84088

(801) 569-5017

### CITY OF WEST JORDAN NOTICE OF PUBLIC HEARING

A public hearing will be held before the West Jordan City Council on **Wednesday, September 25, 2024 at 6:00 pm (or as soon thereafter as possible)** at **West Jordan City Hall, 8000 S. Redwood Rd, 3rd Floor, West Jordan, UT 84088**.

The purpose of the hearing is to receive public comments regarding the following:

- **Ordinance No. 24-33** amending West Jordan City Code regarding Changing or Removing the Senior Housing Overlay District (SHO) Designation or any other Overlay Zoning District Designation; Amending Development Plan Requirements Sections 13-6H-12A and adding 13-6H-12D; Amending Authorized applicant Council Work Session and Quarterly Map Meeting Section 13-7D-4C2 and adding 13-7D-4C3; Amending Criteria to Recommend Approval adding Section 13-7D-6A6; Variations from Approved Plans and Development Standards adding Section 13-7I-5B4 the West Jordan City Transportation Master Plan
- **Ordinance No. 24-43** amending West Jordan City Code Section 1-4-1 and 1-4-2 regarding Elected Officials Compensation

In accordance with the Americans with Disabilities Act, the City of West Jordan will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the Council Office at (801) 569-5017 at least three working days' advance notice of the meeting.

If you are interested in participating in the public hearing, please visit the City of West Jordan website at <https://westjordan.primegov/public/portal> approximately four (4) days prior to the meeting for packet materials and Zoom login information.

Alternatively, you may share your comments with the Council prior to the meeting by calling the 24-Hour Public Comment line at (801) 569-5052 or by emailing [councilcomments@westjordan.utah.gov](mailto:councilcomments@westjordan.utah.gov). For further information please contact the Council Office at (801) 569-5017.

*Posted September 12, 2024*

*/s/ Cindy M. Quick, MMC*

*Council Office Clerk*

Chair Jacob proposed moving the regular Council meetings to Tuesdays instead of Wednesdays. Council Members Bedore and Bloom were fine with Council meetings on Tuesdays. Chair Jacob could see the value of COTW meetings, and suggested starting the COTW at 4:30 or 5:00 pm, with Council meetings following at 7:00 or 8:00 pm. Council Member Whitelock felt 8:00 pm was too late for meetings to start for the sake of citizens. Chair Jacob suggested moving Citizen Comments to COTW meetings.

Chair Jacob noted his preference would be to schedule three Tuesday evening meetings per month. All Council Members indicated they were able to meet on Tuesdays instead of Wednesdays. Council Member Green would prefer two meetings per month with an earlier start time. He believed employee morale was suffering with late Council meetings. Mayor Burton said staff would adjust to whatever worked for the Council.

Council Member Bloom spoke in favor of scheduling two evenings per month, starting at 4:00 pm, with additional meetings on 5<sup>th</sup> Tuesdays and the ability to schedule more meetings as necessary. Council Member Green agreed and suggested scheduling work sessions from 4:00 – 6:30 pm, with regular meetings starting at 7:00 pm. Vice Chair Lamb emphasized that Council Members had full-time jobs, and meeting before 4:00 pm would not be possible for many people. Chair Jacob said he would not want to make it harder for residents to be able to serve on the City Council. A majority of the Council indicated support for scheduling two Tuesday meetings per month with a work session at 4:00 pm followed by Council meetings at 7:00 pm, and a 6:00 pm work session on the 5<sup>th</sup> Tuesday in months that have five Tuesdays (except for December).

Council Member Green suggested the Council schedule a meeting on Tuesday, May 6, 2025 at 7:00 pm for the sole purpose of receiving the budget a week earlier than currently proposed. A majority of the Council expressed support for the suggestion.

Mr. Anderson said staff would prepare the 2025 Annual Meeting Schedule as outlined and bring it back to a future meeting for adoption.

***f. Discussion of Adjustments to Council Compensation***

Vice Chair Lamb reported that it had been nine years since an adjustment was made to City Council compensation. Vice Chair Lamb proposed putting together a policy that would adjust Council compensation whenever the Mayor's compensation was adjusted. He proposed 20% of the Mayor's annual salary. Council Member Bedore agreed with tying Council compensation to Mayoral compensation. Council Member Green suggested 25% of the Mayor's salary, with health insurance benefits eliminated. Council Member Bloom disagreed; she did not view service on the City Council as a part-time job.

Chair Jacob noted that the Taylorsville Council approved tying Council compensation to the annual cost-of-living adjustment (COLA) approved for staff. Council Member Whitelock felt time on the City Council was a service, and she believed 20% of the Mayor's salary was high.

The Council discussed health insurance benefits available to the Council. Council Member Whitelock said she would favor a citizen compensation committee deciding Council compensation.

A majority of the Council indicated support for putting a policy in place to address Council compensation and expressed support for 20% of the Mayor's salary, with an annual COLA. A majority of the Council indicated support for an effective date of July 1, 2025.

Mr. Anderson said staff would draft language and bring the amendment to a future Council meeting for action.

### **3. ADMINISTRATIVE ITEMS**

None

### **4. ADJOURN**

**Council Member Whitelock moved to adjourn. Chair Jacob seconded the motion, which passed by unanimous vote (7-0).**

The meeting adjourned at 9:11 pm.

*I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on August 21, 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 11<sup>th</sup> day of September 2024

**Yes:** Chris McConnehey, Zach Jacob, Melissa Worthen, David Pack, Pamela Bloom, Kayleen Whitelock

**No:** Kelvin Green

**Absent:**

**The motion passed 6-1.**

**b. *Ordinance No. 22-38 adopting the City's Annual Budget for Fiscal Year 2023.***

Administrative Services Director Danyce Steck presented the FY 2023 Final Budget.

Vice Chair Green said there were things in the budget he believed could be improved, but at the end of the day the budget was close to where it needed to be. He said he believed the Council needed to establish specific metrics and standards over the next year to provide better perspective. He expressed confidence in the West Jordan Police and Fire Departments. Vice Chair Green said he would vote in favor of the FY 2023 Final Budget. Council Member Jacob said he believed the budget represented a good compromise, and he would vote in favor.

Council Member McConnehey expressed the opinion that the proposed Final Budget was better than the budget presented to the Council several months earlier and said he would vote in favor. He thanked everyone involved in the budget process. Council Member McConnehey and Chair Whitelock thanked the residents in attendance for staying through the meeting.

Council Member Worthen left the dais at 9:16 pm, and returned at 9:17 pm

**MOTION:** Council Member McConnehey moved to APPROVE Ordinance No. 22-38 adopting the City's Annual Budget for Fiscal Year 2023. Council Member Whitelock seconded the motion.

**The vote was recorded as follows:**

**Yes:** Chris McConnehey, Zach Jacob, Melissa Worthen, David Pack, Kelvin Green, Pamela Bloom, Kayleen Whitelock

**No:**

**Absent:**

**The motion passed 7-0.**

**c. *Ordinance No. 22-42 amending West Jordan Municipal Code by creating Title 1-4 - Elected Official Compensation and deleting Title 1-6-4 and 1-7-2 and consolidating in new section.***

Council Office Director Alan R. Anderson oriented the Council with proposed Title 1-4 regarding "Elected Official Compensation" and explained proposed consolidation of

language. Mr. Anderson reviewed proposed elected official in-kind benefits, consistent with State law, with the Council, and answered questions.

Council Member Pack said he had found the allowance to be a lot of work to use. Mr. Anderson responded that each Council Member could choose whether or not to use the allowance. Any monetary value assigned to in-kind benefits would be considered taxable income.

Responding to a question from Council Member McConnehey, Vice Chair Green explained that the IRS did not tax meals provided prior to council meetings. Ms. Steck added that meals prior to council meetings were deemed de minimis. Meals in conjunction with ticketed events were considered part of the in-kind benefit and were considered taxable income.

Council Member McConnehey commented there were many volunteers involved in the Western Stampede and said he had hoped to see something in the language supporting use of non-revenue seats for the many volunteers. Vice Chair Green responded that the proposed ordinance was only directed at elected officials. All committee members and volunteers fell under mayoral policy. Council Member McConnehey said he would support mayoral policy that would recognize the effort of volunteers. Chair Whitelock expressed agreement.

Council Member McConnehey asked if it would be more efficient to call out the \$750 per Council Member in the budget with Council Compensation. Vice Chair Green suggested striking the sentence: "The annual budgeted amount adopted for each Elected Official cannot exceed \$750.00."

**MOTION:** Vice Chair Green moved to APPROVE Ordinance No. 22-42 amending West Jordan Municipal Code by creating Title 1-4 -Elected Official Compensation and deleting Title 1-6-4 and 1-7-2 and consolidating in a new section, striking words in lines 71 and 72: "The annual budgeted amount adopted for each Elected Official cannot exceed seven-hundred fifty dollars (\$750.00)". Council Member McConnehey seconded the motion.

**The vote was recorded as follows:**

**Yes:** Chris McConnehey, Zach Jacob, Melissa Worthen, David Pack, Kelvin Green, Pamela Bloom, Kayleen Whitelock

**No:**

**Absent:**

**The motion passed 7-0.**

Mr. Anderson stated a budget amendment would be presented to the Council at a future meeting.



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

Wednesday, December 15, 2021 - 5:30 pm  
Approved January 12, 2022

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

---

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

**STAFF:** Council Office Director Alan R. Anderson, Public Services Director Isaac Astill, Mayor Dirk Burton, Public Works Director Brian Clegg, City Planner/Zoning Administrator Larry Gardner, Policy Analyst & Public Liaison Cassidy Hansen, Community Development Director Scott Langford, City Administrator Korban Lee, 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, Deputy Police Chief Jeremy Robertson, Volunteer Events Service Coordinator Lynze Twede, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

### **CALL TO ORDER**

Chair Jacob called the work session to order at 5:30 pm

#### **A. Council Compensation**

Council Member Pack said City Council compensation was last adjusted in 2015. Since then, the City changed its form of government and defined a process to review the Mayoral compensation every four years. Council Member Pack spoke of a desire to take politics out of public service as much as possible and spoke in favor of regular incremental increases over occasional bigger increases. He said he did not suggest an increase in Council compensation at that time but did suggest putting a policy in place to ensure a regular review of Council compensation.

Council Office Director Alan R. Anderson reviewed State Code and West Jordan City Code regarding compensation for elected officials with the Council. A change in Council compensation would require a public hearing and adoption by ordinance. Policy Analyst/Public Liaison Cassidy Hansen listed the following options for the Council:

- Do nothing
- Adopt a schedule for Council compensation review
- Create a way in which compensation is reviewed (i.e., by the Council or a citizen-appointed commission)
- Establish when the implementation of compensation increases take effect
- Revise City Code to better reflect requirements of Utah Code (i.e., directly mention the requisite public hearing and that an ordinance must be used to adopt any compensation changes)

Ms. Hansen mentioned that Provo City had a citizen commission that reviewed elected-official compensation. She said an increase in Council compensation could be adopted by ordinance with adoption of the annual budget but suggested a separate public hearing and ordinance would be

more transparent to the public. Ms. Hansen commented the Council received benefits outside of monetary compensation.

Mr. Anderson shared a comparison of Council compensation in other northern Utah cities, including population and median household income data. Mr. Hansen said the approximate total cost to the City for Council compensation was calculated by multiplying the current or proposed annual salary by 1.22301 (taxes + retirement), added to \$23,000 (max health benefit).

Chair Jacob asked the Council to think of the discussion as a policy discussion. Council Member Worthen said she did not believe monetary compensation was the only draw for potential Council Members. Vice Chair Green said Salt Lake City had a policy that the Council received 25% of the Mayor's salary and commented that the Salt Lake City Council had meetings during the day. Council Member Worthen said she was not aware Council Members received compensation when she decided to run for office. Council Member Whitelock said she did not want citizens running for office because of the compensation. She said she was fine with the State Code.

Vice Chair Green said he liked the policy adopted by Draper City, with no health insurance, no retirement, and a fixed compensation rate. Council Member Whitelock suggested a review could be calendared and discussed every other year, in the off-election year. Vice Chair Green pointed out that ordinance required a review of the Mayor's salary every four years.

Chair Jacob said he understood Council Member Pack suggested the Council establish a policy so that Council compensation was not a controversial topic. Council Member Lamb said he had never thought about getting a raise while serving on the Council and had never thought that an increase in compensation needed to be discussed. He spoke of the number of meetings Council Members attended. Council Member Lamb said he was not concerned about what future Council Members would be paid, and suggested future Councils discuss the issue when it needed to be discussed.

Council Member McConnehey said he would be in favor of doing nothing or agreeing to a flat figure as suggested by Vice Chair Green. He said he believed the role of the City Council was different from the role of the Mayor. Council Member McConnehey said he thought the Council was compensated fine for what they were asked to do and said he would not want to schedule regular discussions of Council compensation. He said he would not want someone running in an election to represent the community for a paycheck and suggested a cost-of-living adjustment would not apply to the Council. Vice Chair Green and Council Member Worthen said they agreed.

Chair Jacob stated a majority of the Council appeared in favor of the status quo. Council Member Pack repeated it was his opinion that a long-term policy would be beneficial.

## **B. General Plan Update**

Council Office Director Alan R. Anderson provided an update on the General Plan Committee. He said a rough draft of the General Plan update should be ready for Planning Commission review in the first half of 2022, with a draft for Council review by early summer. Vice Chair Green suggested scheduling a couple of townhall meetings for citizen input prior to Council review.

Council Member Whitelock said she was surprised by the General Plan Committee's desire for Redwood Road to be walkable. Mr. Anderson said the General Plan Committee had also talked about Redwood Road being a main view of the City and discussed dressing Redwood Road up a bit.

used for active recreation. He said he believed the City needed to lead the way in showing how to deal with localscapes. Council Member Whitelock said she approved of the local scape method but wanted to avoid too many rock beds with few plants in them. Council Member Worthen said she agreed with localscaping, and suggested turf could be removed from areas of Teton Estates Park. Council Chair Jacob emphasized that local scaping could look good without using native grasses.

Mr. Lee said staff were working with the Jordan Valley Water Conservancy District to take advantage of available grants. He commented that localscaping would require more staff time than turf.

## 7. BUSINESS ITEMS

### *a. Amending City Code Section 1-6-4 City Council Compensation*

On February 24, 2021, the City Council repealed the City Ethics Ordinance 1-11A-18 in order to implement the State Ethics Act. Council Office Director Alan Anderson explained that Section 1-6-4 currently referred to the repealed section. He recommended the Council adopt Ordinance No. 21-36 to remove reference to repealed code.

Vice Chair Green said he would prefer to have council compensation tied to a percentage of the mayor's salary. He said he believed the Council needed to remove reference to 1-11A-18 but should schedule further discussion of council compensation on a future agenda. Council Member Pack said he agreed with Vice Chair Green's suggestion to tie council compensation to the mayor's salary. He expressed the opinion the issue should be addressed sooner rather than later, with a council compensation increase not effective until after a future election.

Mr. Anderson clarified the proposed ordinance would clean up City Code, not change Council Member compensation. Council Chair Jacob expressed support for a council compensation increase not taking effect until after an election.

**MOTION: Council Member Worthen moved to approve Ordinance No. 21-36 amending the 2009 West Jordan City Code Section 1-6-4 Compensation of Members of the City Council.**

**Vice Chair Green seconded the motion.**

**The vote was recorded as follows:**

|                                  |            |
|----------------------------------|------------|
| <b>Council Chair Jacob</b>       | <b>Yes</b> |
| <b>Vice Chair Green</b>          | <b>Yes</b> |
| <b>Council Member Lamb</b>       | <b>Yes</b> |
| <b>Council Member McConnehey</b> | <b>Yes</b> |
| <b>Council Member Pack</b>       | <b>Yes</b> |
| <b>Council Member Whitelock</b>  | <b>Yes</b> |
| <b>Council Member Worthen</b>    | <b>Yes</b> |

**The motion passed 7-0**

## 8. CONSENT ITEMS

### *a. Approve Meeting Minutes*

- July 28, 2021 – Work Session and Regular City Council Meeting**

**MOTION: Vice Chair Green moved to approve Consent item 8a as listed.**  
**Council Member Whitelock seconded the motion.**

**The vote was recorded as follows:**

|                            |            |
|----------------------------|------------|
| <b>Council Chair Jacob</b> | <b>Yes</b> |
|----------------------------|------------|



# REQUEST FOR COUNCIL ACTION

**Action:** Need Council to take action

**Meeting Date Requested** : 09/25/2024

**Presenter:** Tangee Sloan

**Deadline of item** : 09/25/2024

**Applicant:**

**Department Sponsor:** Recorder - Elections

**Agenda Type:** BUSINESS ITEMS

**Presentation Time:** 10 Minutes

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

## 1. AGENDA SUBJECT

**Ordinance No. 24-41** Amending Certain Sections of Title 1, Chapter 15 (Elections), including qualifications for office, campaign finance disclosures, and use of city logos. (City Code Sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9)

## 2. EXECUTIVE SUMMARY

On August 21, 2024, during the Committee of the Whole meeting, Council was asked to consider changes to City Code sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9. The following amendments and adjustments were discussed:

- Qualifications for office (including forms and processes).
- Disclosure campaign contributions and expenditures.
- Prohibition of the use of the city logo in municipal elections.
- Compliance with Utah election laws.
- Uniform fee for both City Council and Mayoral candidates.
- Consequences of failure to file campaign finance reports.
- The deletion of redundant numbering and other stylistic changes within the code itself.

Since the Committee of the Whole Meeting, staff has made the changes recommended by the Council. These changes include Options 1 and 2 (in two places in the text amendment) regarding submitting campaign finance reports.

- **Option 1** allows for a candidate to file a late or previously un-filed campaign finance report up until 30 days before the next municipal candidate filing period.
- **Option 2** prohibits a candidate from filling a declaration of candidacy at the next Municipal Election if any late or un-filed campaign finance report was more than 30 days late. The Council may select either option.

The other changes recommended by the Council, regarding City Logo Section 1-15-8, were also made by city staff. These changes are reflected in subsections B and C and set forth the exception to the prohibition of using the City Logo, as well as the enforcement mechanisms available to the City.

## 3. TIME SENSITIVITY / URGENCY

Recommend changes be adopted prior to January 2025 so they are effective well in advance of the next municipal election.

**4. FISCAL NOTE**

N/A

**5. STAFF ANALYSIS**

Elections officer supports the changes as presented.

Council staff has reviewed this item and has no additional input. Link to the August 21, 2024 COTW Meeting [can be found here](#), minutes for which have also been uploaded within the PrimeGov packet.

**6. MOTION RECOMMENDED**

Move to approve/deny Ordinance No. 24-41 amending City Code Sections 1-15-2; 1-15-4; 1-15-8; 1-15-9 using language in Option 1.

-OR-

Move to approve/deny Ordinance No. 24-41 amending City Code Sections 1-15-2; 1-15-4; 1-15-8; 1-15-9 using language in Option 2.

**7. PACKET ATTACHMENT(S)**

Ordinance No 24-41

Attachments illustrating the amendments

Minutes from August COTW meeting

**THE CITY OF WEST JORDAN, UTAH**  
**ORDINANCE NO. 24-41**

**AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE  
(AMENDING MUNICIPAL ELECTION PROCEDURES);  
AMENDING CERTAIN SECTIONS IN TITLE 1, CHAPTER 15 (ELECTIONS),  
INCLUDING QUALIFICATIONS FOR OFFICE, CAMPAIGN FINANCE DISCLOSURES,  
AND USE OF CITY LOGOS**

8 WHEREAS, the City of West Jordan (“City”) adopted West Jordan City Code (“**City Code**”)  
9 in 2009; and the City Council of the City (“**Council**” or “**City Council**”) desires to amend certain  
10 Sections in Title 1, Chapter 15 (Elections) (“**proposed City Code amendments**”); and

11 WHEREAS, the City Council held a work session (committee of the whole meeting) on  
12 August 21, 2024 and a public meeting on September 25, 2024, regarding the proposed City Code  
13 amendments, and finds it to be in the best interest of the public health, safety, and welfare of the  
14 residents of the City to adopt the following proposed City Code amendments.

15           NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
16           WEST JORDAN, UTAH AS FOLLOWS:

17        **Section 1. Amendment and Enactment of City Code Provisions.** Certain City Code Sections  
18    in Title 1, Chapter 15 (Elections) are amended (Sections 1-15-2 and 1-15-4) and enacted (Sections 1-  
19    15-8 and 1-15-9) as shown in Attachment 1 (legislative version and clean version) to this Ordinance.

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

22        **Section 3. Effective Date.** This Ordinance shall become effective immediately upon posting  
23 or publication as provided by law and upon (i) the Mayor signing the Ordinance, (ii) the City Council  
24 duly overriding the veto of the Mayor as provided by law, or (iii) the Mayor failing to sign or veto  
25 the Ordinance within fifteen (15) days after the City Council presents the Ordinance to the Mayor.

PASSED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THIS  
DAY OF \_\_\_\_\_ 2024.

## CITY OF WEST JORDAN

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

35 ATTEST:

**Cindy M. Quick, MMC**  
Council Office Clerk

44  
45 **Voting by the City Council**

"YES"      "NO"

46      Council Chair Zach Jacob           

47      Council Vice-Chair Chad Lamb           

48      Council Member Kelvin Green           

49      Council Member Pamela Bloom           

50      Council Member Kent Shelton           

51      Council Member Kayleen Whitelock           

52      Council Member Bob Bedore           

53  
54  
55  
56 **PRESENTED TO THE MAYOR BY THE CITY COUNCIL ON** \_\_\_\_\_.

57  
58      Mayor's Action: \_\_\_\_\_ Approve      \_\_\_\_\_ Veto

60  
61      By: \_\_\_\_\_  
62      Mayor Dirk Burton      Date

63  
64      ATTEST:

65  
66  
67  
68  
69      \_\_\_\_\_  
70      Tangee Sloan, CMC  
City Recorder

71  
72  
73  
74 **STATEMENT OF APPROVAL/PASSAGE (check one)**

75  
76      \_\_\_\_\_ The Mayor approved and signed Ordinance No. 24-41.

77  
78  
79      \_\_\_\_\_ The Mayor vetoed Ordinance No. 24-41 on \_\_\_\_\_ and the  
80      City Council timely overrode the veto of the Mayor by a vote of \_\_\_\_\_ to \_\_\_\_\_.

81  
82  
83      \_\_\_\_\_ Ordinance No. 24-41 became effective by operation of law without the  
84      Mayor's approval or disapproval.

85  
86  
87  
88      \_\_\_\_\_  
89      Tangee Sloan, CMC  
City Recorder

91  
92  
**CERTIFICATE OF PUBLICATION**  
93

94       I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that  
95       a short summary of the foregoing ordinance was published on the Utah Public Notice Website on the  
96       \_\_\_\_\_ day of \_\_\_\_\_ 2024. The fully executed copy of the ordinance is  
97       retained in the Office of the City Recorder pursuant to Utah Code Annotated, 10-3-711.  
98

99  
100 \_\_\_\_\_  
101 Tangee Sloan, CMC  
102 City Recorder  
103  
104

105       *(Attachment on the following pages)*  
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## **Attachment 1 – Legislative**

**City Code Text Amendment (Sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9) regarding  
Declarations of Candidacy, Campaign Finance Reports, and Prohibiting Use of the City Logo**

## 5 1-15-2: QUALIFICATIONS FOR OFFICE:

6 A. Qualifications For All Candidates and Declarations of Candidacy:

7       1. A candidate must be a registered voter who has resided within the city for a period of ~~twelve~~  
8 ~~(12)~~ consecutive months immediately preceding the date of the general election and must file a  
9 complete and timely declaration of candidacy with the city recorder, as set forth in subsection 3. A  
10 candidate may not file a declaration of candidacy if disqualified by any of the provisions of Utah  
11 Code section 20A-9-203 or its successor provisions.

12       a. In case of an annexation, any person who has resided within the territory annexed for the  
13       prescribed ~~twelve~~ (12) month period is deemed to meet the residence requirement for candidacy.

14       2. Candidates to be voted for at all municipal elections in the city shall be elected in an-a  
15 nonpartisan election administered consistent with Utah Code Ann. title 20A, chapter 5, with  
16 amendments and modifications as are appropriate for a municipal election.

17       3. A complete and timely declaration of candidacy must be filed in person with the city recorder  
18       as follows:

19       a. Complete all required fields, information, signatures, and initials on the form provided by  
20      the city recorder;

21       b. Pay the full filing fee identified in the consolidated fee schedule (approved by the city  
22 council);

### 23 *[Option 1 for subsection c]*

24       c. Complete all the requirements of subsection 1-15-4G, regarding any late or unfiled  
25 campaign finance report or reports, at least thirty calendar days before filing a declaration of  
26 candidacy;

## 27 *[Option 2 for subsection c]*

28       c. Accurately declare that all the requirements of subsection 1-15-4G have been complied  
29 with, regarding any late or unfiled campaign finance report or reports, including that no campaign  
30 finance report or reports have been more than thirty days late since the filing period for the last  
31 municipal election;

32           d. File in person with the city recorder by 5:00:00 p.m. on the last day of the posted filing  
33 period; and

34       e. The city recorder may not accept any declaration of candidacy filed after the end of the  
35 filing period (at 5:00:01 p.m. or after on the last day of the posted filing period) or that otherwise  
36 does not meet all the requirements of subsections a through d above.

37       f. Being present in person by 5:00:00 p.m. with a complete and timely declaration of  
38 candidacy complies with the "File with the city recorder by 5:00:00 p.m." requirement of subsection  
39 d above. In other words, if a candidate is present in person with a complete and timely declaration of  
40 candidacy, as defined in subsections (a) through (d) above, but the city recorder has not yet processed  
41 the declaration of candidacy, then the delay in processing the declaration of candidacy does not cause  
42 it to be untimely.

43       g. For purposes of this section, the term "city recorder" includes any deputy recorder or other  
44 person deputized by the city recorder to assist in fulfilling the duties established by this section.

45       B. Qualifications For Mayor: There are no additional qualifications for mayor other than those the  
46 requirements-listed in subsection A.

47       C. Qualifications For City Council:

48       1. Election To Council Seats:

49       a. At-large Seats. Three (3)-city council members shall be elected in a city wide at-large  
50 election. All registered voters residing in the city may vote for at-large city council candidates. The  
51 at-large council members must be qualified electors residing in the city. The three (3)-at-large council  
52 member seats shall be filled by the three (3)-candidates receiving the highest, second highest, and  
53 third highest number of votes in the election in which all candidates are running against all other  
54 candidates for the at large seats.

55       b. District Seats. Four (4)-city council members shall be elected from council districts that are  
56 substantially equal in population. To vote for a "districted" council candidate, a registered voter must  
57 be a resident of the council district for which the candidate is running. To be elected from a council  
58 district, the candidate must be a qualified elector residing in the council district for which they are  
59 running at the time of declaration of candidacy and through the completion of the elected term. If the  
60 candidate for a districted council seat ceases to be a qualified elector residing in council district he is  
61 running for before the primary or general election, the city recorder shall inform the appropriate  
62 election official that the candidate has been disqualified. The election official shall thereafter: (i)  
63 remove the candidate's name from the ballot if practicable by blacking out the candidate's name  
64 before the ballots are delivered to voters or (ii) if removing the candidate's name is not possible,  
65 inform the voters by any practicable method that the candidate has been disqualified and that votes  
66 cast for the candidate will not be counted, and (iii) not count any votes for the disqualified candidate.

67       c. Name Limited to Once on a Ballot. A candidate's name may not appear on the ballot for  
68 more than one ~~E~~city elected office in the same election.

69       D. Time Of Elections:

70       1. At-large Seats. The three (3)-at-large council seats shall be elected for four (4)-year terms of  
71 office during the regular municipal election in November 2021, and each fourth year thereafter.

72       2. District Seats and Mayor. The four (4)-districted council seats and the mayor shall be elected  
73 for four (4)-year terms of office during the regular municipal election in November 2019, and each  
74 fourth year thereafter.

75

76

77       E. Council District Boundaries:

78       1. The boundaries of the council districts shall be adopted by ~~resolution~~ ordinance in a city  
79       council meeting.

80       2. Within Consistent with Utah Code section 10-3-205.5 or its successor provisions, within six  
81       ~~(6)~~ months after the Legislature completes its decennial redistricting process, or when otherwise  
82       required or allowed by Utah Code, the city recorder shall submit for city council approval the council  
83       district boundaries to be realigned, if necessary.

84       a. The city council shall designate, by ~~resolution~~ ordinance, council districts that are  
85       substantially equal in population for the districted council members to be elected from.

86       b. The boundaries of the council districts ~~shall~~ may not be changed frivolously or arbitrarily,  
87       but only for the purpose of assuring that the council districts are contiguous, compact, and  
88       substantially equal in population.

89       F. Term Of Office: The mayor and members of the city council, unless otherwise set forth by law,  
90       shall begin their terms of office at 12 noon on the first Monday in January following their election.

91       G. Primary Election: If the number of candidates for a specific elected office exceeds twice the  
92       number of individuals needed to fill the office, the city will hold a Primary Election in accordance  
93       with Utah Code ~~Ann.~~ section 20A-9-404 or its successor provisions to reduce the candidate field for  
94       the General Election to two ~~(2)~~ times the number of individuals needed to fill the elected office. The  
95       candidates with the highest vote totals shall move forward to the General Election. If there are fewer  
96       than two ~~(2)~~ times the number of candidates for a specific elected office, a Primary Election ~~shall~~  
97       may not be held for that elected office. (Ord. 20-44, 12-2-2020; amd. Ord. 21-44, 11-16-2021; Ord.  
98       23-13, 3-8-2023)

99

100      1-15-4: DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND EXPENDITURES:

101       A. Disclosure Duty: Each candidate for elected municipal office shall report financial  
102       contributions and expenditures in full compliance with this code, Utah Code ~~Ann.~~ section 10-3-208,  
103       and title 20A, chapter 11, or its successor provisions. If the city adopts stricter disclosure  
104       requirements than Utah Code, the disclosure requirements of this chapter shall apply.

105       B. Report Filing: The filings required by this section shall be made with the city recorder. The  
106       statements so filed shall be public records.

107       C. Campaign Finance Reports:

108       1. Campaign finance reports shall detail accurately and completely the information required  
109       concerning contributions and expenditures.

110       2. Campaign finance reports shall identify the amount of each contribution, regardless of  
111       amount, and the name of the contributor, if known. The monetary value of in-kind contributions  
112       should be estimated.

113       3. Campaign finance reports shall identify each expenditure, regardless of amount, and the name  
114       of the recipient of the expenditure.

115        4. Campaign finance reports shall identify any anonymous donations. Campaign finance reports  
116 must include a statement of the date of transfer to state, county, city, or a non-profit 501(c)(3)  
117 organization and identify the organization funds were transferred to on any anonymous contributions  
118 greater than ~~fifty dollars~~ (\$50.00) as an expenditure.

119        D. Current Elected Officials: Current elected officials must submit an updated campaign finance  
120 report no later than April 1 each year in office to disclose campaign contributions and expenditures  
121 made or received since the immediately prior reporting period.

122        E. Campaign finance reports shall include a statement certifying that all contributions and  
123 expenditures not previously reported have been reported.

124        F. City Recorder Notifications:

125        1. The city recorder shall notify each candidate for municipal office upon declaration of  
126 candidacy and again ~~fourteen~~ (14) days before each municipal election, of the provisions of this  
127 section and Utah law that govern disclosure of contributions, expenditures, and the penalties for  
128 failing to file a campaign finance report, including the statutory provisions that require the removal of  
129 the candidate's name from the ballot for failure to file required campaign finance reports.

130        2. The city recorder shall notify all elected officials of their obligation to file an annual updated  
131 campaign finance report by April 1 as required by this section and the penalties for failing to do so at  
132 least ~~fourteen~~ (14) days but no more than ~~twenty-one~~ (21) days before such campaign finance report  
133 is due.

134 **[Option 1 for subsection G]**

135        G. Failure to File Campaign Finance Reports: A candidate who was more than thirty calendar  
136 days late in filing any campaign finance report or reports with the city recorder, since the filing  
137 period for the last municipal election, is not qualified to file any declaration of candidacy with the  
138 city recorder pursuant to section 1-15-2 until all the late or unfiled campaign finance reports have  
139 been filed with and accepted (as being in compliance) by the city recorder and in the time period  
140 required by subsection 1-15-2(A)(3)(c). (Ord. 20-44, 12-2-2020; amd. Ord. 23-13, 3-8-2023)

141 **[Option 2 for subsection G]**

142        G. Failure to File Campaign Finance Reports: A candidate who was more than thirty calendar  
143 days late in filing any campaign finance report or reports with the city recorder, since the filing  
144 period for the last municipal election, is not qualified to file any declaration of candidacy with the  
145 city recorder pursuant to section 1-15-2 during the filing period for the next municipal election,  
146 except that any late or unfiled campaign finance reports due on or before September 25, 2024 may be  
147 filed with (and potentially accepted as being in compliance by) the city recorder on or before October  
148 30, 2024 without any loss of qualification. (Ord. 20-44, 12-2-2020; amd. Ord. 23-13, 3-8-2023)

150 **1-15-8: PROHIBITION OF THE USE OF THE CITY LOGO IN MUNICIPAL ELECTIONS:**

151        A. Prohibition: A candidate or other "person", as defined in section 1-15-1, may not use any  
152 version or portion of the city logo in, or in the background of or in an attachment to, any election or  
153 campaign material of any type or medium (including, but not limited to, printed, digital or electronic,  
154 etc.).

155     B. Exception: Incidental use of any version or portion of the city logo in the background of a  
156 video or on a person's clothing in a video is allowed. Notwithstanding this exception, a person may  
157 not use any version or portion of the city logo:

- 158     1. In any printed or other physical election or campaign material; or
- 159     2. To infer the endorsement of a candidate by the city.

160     C. Enforcement: This section may be enforced pursuant to the procedures set forth in title 16 of  
161 this code, including but not limited to any fines identified in the consolidated fee schedule (approved  
162 by the city council). The city may also pursue injunctive relief or any other remedy or remedies  
163 available to the city. The pursuit of any remedy or remedies by the city does not limit or prohibit the  
164 pursuit of any other remedy or remedies by the city.

165

166 1-15-9: COMPLIANCE WITH UTAH ELECTION LAWS:

167     A. A candidate or other "person", as defined in section 1-15-1, shall fully comply with all the  
168 relevant requirements of the election laws in the Utah Code, including, but not limited to, all the  
169 relevant requirements of title 20A and any section cited in the declaration of candidacy form.

### **Attachment 1 – Clean (Option1)**

**City Code Text Amendment (Sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9) regarding  
Declarations of Candidacy, Campaign Finance Reports, and Prohibiting Use of the City Logo**

## 5 1-15-2: QUALIFICATIONS FOR OFFICE:

6 A. Qualifications For All Candidates and Declarations of Candidacy:

7       1. A candidate must be a registered voter who has resided within the city for a period of 12  
8 consecutive months immediately preceding the date of the general election and must file a complete  
9 and timely declaration of candidacy with the city recorder, as set forth in subsection 3. A candidate  
10 may not file a declaration of candidacy if disqualified by any of the provisions of Utah Code section  
11 20A-9-203 or its successor provisions.

12       a. In case of an annexation, any person who has resided within the territory annexed for the  
13      prescribed 12 month period is deemed to meet the residence requirement for candidacy.

14       2. Candidates to be voted for at all municipal elections in the city shall be elected in a  
15 nonpartisan election administered consistent with Utah Code title 20A, chapter 5, with amendments  
16 and modifications as are appropriate for a municipal election.

17       3. A complete and timely declaration of candidacy must be filed in person with the city recorder  
18 as follows:

19       a. Complete all required fields, information, signatures, and initials on the form provided by  
20      the city recorder;

21       b. Pay the full filing fee identified in the consolidated fee schedule (approved by the city  
22 council);

23       c. Complete all the requirements of subsection 1-15-4G, regarding any late or unfiled  
24 campaign finance report or reports, at least thirty calendar days before filing a declaration of  
25 candidacy;

26           d. File in person with the city recorder by 5:00:00 p.m. on the last day of the posted filing  
27           period; and

28       e. The city recorder may not accept any declaration of candidacy filed after the end of the  
29 filing period (at 5:00:01 p.m. or after on the last day of the posted filing period) or that otherwise  
30 does not meet all the requirements of subsections a through d above.

31 f. Being present in person by 5:00:00 p.m. with a complete and timely declaration of  
32 candidacy complies with the “File with the city recorder by 5:00:00 p.m.” requirement of subsection  
33 d above. In other words, if a candidate is present in person with a complete and timely declaration of  
34 candidacy, as defined in subsections (a) through (d) above, but the city recorder has not yet processed  
35 the declaration of candidacy, then the delay in processing the declaration of candidacy does not cause  
36 it to be untimely.

37 g. For purposes of this section, the term "city recorder" includes any deputy recorder or other  
38 person deputized by the city recorder to assist in fulfilling the duties established by this section.

39       B. Qualifications For Mayor: There are no additional qualifications for mayor other than those  
40       listed in subsection A.

41       C. Qualifications For City Council:

42       1. Election To Council Seats:

43           a. At-large Seats. Three city council members shall be elected in a city wide at-large election.  
44       All registered voters residing in the city may vote for at-large city council candidates. The at-large  
45       council members must be qualified electors residing in the city. The three at-large council member  
46       seats shall be filled by the three candidates receiving the highest, second highest, and third highest  
47       number of votes in the election in which all candidates are running against all other candidates for the  
48       at large seats.

49           b. District Seats. Four city council members shall be elected from council districts that are  
50       substantially equal in population. To vote for a "districted" council candidate, a registered voter must  
51       be a resident of the council district for which the candidate is running. To be elected from a council  
52       district, the candidate must be a qualified elector residing in the council district for which they are  
53       running at the time of declaration of candidacy and through the completion of the elected term. If the  
54       candidate for a districted council seat ceases to be a qualified elector residing in council district he is  
55       running for before the primary or general election, the city recorder shall inform the appropriate  
56       election official that the candidate has been disqualified. The election official shall thereafter: (i)  
57       remove the candidate's name from the ballot if practicable by blacking out the candidate's name  
58       before the ballots are delivered to voters or (ii) if removing the candidate's name is not possible,  
59       inform the voters by any practicable method that the candidate has been disqualified and that votes  
60       cast for the candidate will not be counted, and (iii) not count any votes for the disqualified candidate.

61           c. Name Limited to Once on a Ballot. A candidate's name may not appear on the ballot for  
62       more than one city elected office in the same election.

63       D. Time Of Elections:

64       1. At-large Seats. The three at-large council seats shall be elected for four year terms of office  
65       during the regular municipal election in November 2021, and each fourth year thereafter.

66       2. District Seats and Mayor. The four districted council seats and the mayor shall be elected for  
67       four year terms of office during the regular municipal election in November 2019, and each fourth  
68       year thereafter.

69       E. Council District Boundaries:

70       1. The boundaries of the council districts shall be adopted by ordinance in a city council  
71       meeting.

72       2. Consistent with Utah Code section 10-3-205.5 or its successor provisions, within six months  
73       after the Legislature completes its decennial redistricting process, or when otherwise required or  
74       allowed by Utah Code, the city recorder shall submit for city council approval the council district  
75       boundaries to be realigned, if necessary.

76       a. The city council shall designate, by ordinance, council districts that are substantially equal  
77       in population for the districted council members to be elected from.

78       b. The boundaries of the council districts may not be changed frivolously or arbitrarily, but  
79 only for the purpose of assuring that the council districts are contiguous, compact, and substantially  
80 equal in population.

81       F. Term Of Office: The mayor and members of the city council, unless otherwise set forth by law,  
82 shall begin their terms of office at 12 noon on the first Monday in January following their election.

83       G. Primary Election: If the number of candidates for a specific elected office exceeds twice the  
84 number of individuals needed to fill the office, the city will hold a Primary Election in accordance  
85 with Utah Code section 20A-9-404 or its successor provisions to reduce the candidate field for the  
86 General Election to two times the number of individuals needed to fill the elected office. The  
87 candidates with the highest vote totals shall move forward to the General Election. If there are fewer  
88 than two times the number of candidates for a specific elected office, a Primary Election may not be  
89 held for that elected office. (Ord. 20-44, 12-2-2020; amd. Ord. 21-44, 11-16-2021; Ord. 23-13, 3-8-  
90 2023)

91

92       **1-15-4: DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND EXPENDITURES:**

93       A. Disclosure Duty: Each candidate for elected municipal office shall report financial  
94 contributions and expenditures in full compliance with this code, Utah Code section 10-3-208, and  
95 title 20A, chapter 11, or its successor provisions. If the city adopts stricter disclosure requirements  
96 than Utah Code, the disclosure requirements of this chapter shall apply.

97       B. Report Filing: The filings required by this section shall be made with the city recorder. The  
98 statements so filed shall be public records.

99       C. Campaign Finance Reports:

100       1. Campaign finance reports shall detail accurately and completely the information required  
101 concerning contributions and expenditures.

102       2. Campaign finance reports shall identify the amount of each contribution, regardless of  
103 amount, and the name of the contributor, if known. The monetary value of in-kind contributions  
104 should be estimated.

105       3. Campaign finance reports shall identify each expenditure, regardless of amount, and the name  
106 of the recipient of the expenditure.

107       4. Campaign finance reports shall identify any anonymous donations. Campaign finance reports  
108 must include a statement of the date of transfer to state, county, city, or a non-profit 501(c)(3)  
109 organization and identify the organization funds were transferred to on any anonymous contributions  
110 greater than \$50.00 as an expenditure.

111       D. Current Elected Officials: Current elected officials must submit an updated campaign finance  
112 report no later than April 1 each year in office to disclose campaign contributions and expenditures  
113 made or received since the immediately prior reporting period.

114       E. Campaign finance reports shall include a statement certifying that all contributions and  
115 expenditures not previously reported have been reported.

116 F. City Recorder Notifications:

117 1. The city recorder shall notify each candidate for municipal office upon declaration of  
118 candidacy and again 14 days before each municipal election, of the provisions of this section and  
119 Utah law that govern disclosure of contributions, expenditures, and the penalties for failing to file a  
120 campaign finance report, including the statutory provisions that require the removal of the candidate's  
121 name from the ballot for failure to file required campaign finance reports.

122 2. The city recorder shall notify all elected officials of their obligation to file an annual updated  
123 campaign finance report by April 1 as required by this section and the penalties for failing to do so at  
124 least 14 days but no more than 21 days before such campaign finance report is due.

125 G. Failure to File Campaign Finance Reports: A candidate who was more than thirty calendar  
126 days late in filing any campaign finance report or reports with the city recorder, since the filing  
127 period for the last municipal election, is not qualified to file any declaration of candidacy with the  
128 city recorder pursuant to section 1-15-2 until all the late or unfiled campaign finance reports have  
129 been filed with and accepted (as being in compliance) by the city recorder and in the time period  
130 required by subsection 1-15-2(A)(3)(c). (Ord. 20-44, 12-2-2020; amd. Ord. 23-13, 3-8-2023)

132 1-15-8: PROHIBITION OF THE USE OF THE CITY LOGO IN MUNICIPAL ELECTIONS:

133 A. Prohibition: A candidate or other "person", as defined in section 1-15-1, may not use any  
134 version or portion of the city logo in, or in the background of or in an attachment to, any election or  
135 campaign material of any type or medium (including, but not limited to, printed, digital or electronic,  
136 etc.).

137 B. Exception: Incidental use of any version or portion of the city logo in the background of a  
138 video or on a person's clothing in a video is allowed. Notwithstanding this exception, a person may  
139 not use any version or portion of the city logo:

140 1. In any printed or other physical election or campaign material; or  
141 2. To infer the endorsement of a candidate by the city.

142 C. Enforcement: This section may be enforced pursuant to the procedures set forth in title 16 of  
143 this code, including but not limited to any fines identified in the consolidated fee schedule (approved  
144 by the city council). The city may also pursue injunctive relief or any other remedy or remedies  
145 available to the city. The pursuit of any remedy or remedies by the city does not limit or prohibit the  
146 pursuit of any other remedy or remedies by the city.

148 1-15-9: COMPLIANCE WITH UTAH ELECTION LAWS:

149 A. A candidate or other "person", as defined in section 1-15-1, shall fully comply with all the  
150 relevant requirements of the election laws in the Utah Code, including, but not limited to, all the  
151 relevant requirements of title 20A and any section cited in the declaration of candidacy form.

### **Attachment 1 – Clean (Option2)**

**City Code Text Amendment (Sections 1-15-2, 1-15-4, 1-15-8, and 1-15-9) regarding  
Declarations of Candidacy, Campaign Finance Reports, and Prohibiting Use of the City Logo**

## 5 1-15-2: QUALIFICATIONS FOR OFFICE:

6 A. Qualifications For All Candidates and Declarations of Candidacy:

7       1. A candidate must be a registered voter who has resided within the city for a period of 12  
8 consecutive months immediately preceding the date of the general election and must file a complete  
9 and timely declaration of candidacy with the city recorder, as set forth in subsection 3. A candidate  
10 may not file a declaration of candidacy if disqualified by any of the provisions of Utah Code section  
11 20A-9-203 or its successor provisions.

12       a. In case of an annexation, any person who has resided within the territory annexed for the  
13      prescribed 12 month period is deemed to meet the residence requirement for candidacy.

14       2. Candidates to be voted for at all municipal elections in the city shall be elected in a  
15 nonpartisan election administered consistent with Utah Code title 20A, chapter 5, with amendments  
16 and modifications as are appropriate for a municipal election.

17       3. A complete and timely declaration of candidacy must be filed in person with the city recorder  
18 as follows:

19       a. Complete all required fields, information, signatures, and initials on the form provided by  
20      the city recorder;

21       b. Pay the full filing fee identified in the consolidated fee schedule (approved by the city  
22 council);

23       c. Accurately declare that all the requirements of subsection 1-15-4G have been complied  
24 with, regarding any late or unfiled campaign finance report or reports, including that no campaign  
25 finance report or reports have been more than thirty days late since the filing period for the last  
26 municipal election;

27           d. File in person with the city recorder by 5:00:00 p.m. on the last day of the posted filing  
28 period; and

29       e. The city recorder may not accept any declaration of candidacy filed after the end of the  
30       filing period (at 5:00:01 p.m. or after on the last day of the posted filing period) or that otherwise  
31       does not meet all the requirements of subsections a through d above.

32 f. Being present in person by 5:00:00 p.m. with a complete and timely declaration of  
33 candidacy complies with the “File with the city recorder by 5:00:00 p.m.” requirement of subsection  
34 d above. In other words, if a candidate is present in person with a complete and timely declaration of  
35 candidacy, as defined in subsections (a) through (d) above, but the city recorder has not yet processed  
36 the declaration of candidacy, then the delay in processing the declaration of candidacy does not cause  
37 it to be untimely.

38       g. For purposes of this section, the term "city recorder" includes any deputy recorder or other  
39       person deputized by the city recorder to assist in fulfilling the duties established by this section.

40       B. Qualifications For Mayor: There are no additional qualifications for mayor other than those  
41       listed in subsection A.

42       C. Qualifications For City Council:

43       1. Election To Council Seats:

44       a. At-large Seats. Three city council members shall be elected in a city wide at-large election.  
45       All registered voters residing in the city may vote for at-large city council candidates. The at-large  
46       council members must be qualified electors residing in the city. The three at-large council member  
47       seats shall be filled by the three candidates receiving the highest, second highest, and third highest  
48       number of votes in the election in which all candidates are running against all other candidates for the  
49       at large seats.

50       b. District Seats. Four city council members shall be elected from council districts that are  
51       substantially equal in population. To vote for a "districted" council candidate, a registered voter must  
52       be a resident of the council district for which the candidate is running. To be elected from a council  
53       district, the candidate must be a qualified elector residing in the council district for which they are  
54       running at the time of declaration of candidacy and through the completion of the elected term. If the  
55       candidate for a districted council seat ceases to be a qualified elector residing in council district he is  
56       running for before the primary or general election, the city recorder shall inform the appropriate  
57       election official that the candidate has been disqualified. The election official shall thereafter: (i)  
58       remove the candidate's name from the ballot if practicable by blacking out the candidate's name  
59       before the ballots are delivered to voters or (ii) if removing the candidate's name is not possible,  
60       inform the voters by any practicable method that the candidate has been disqualified and that votes  
61       cast for the candidate will not be counted, and (iii) not count any votes for the disqualified candidate.

62       c. Name Limited to Once on a Ballot. A candidate's name may not appear on the ballot for  
63       more than one city elected office in the same election.

64       D. Time Of Elections:

65       1. At-large Seats. The three at-large council seats shall be elected for four year terms of office  
66       during the regular municipal election in November 2021, and each fourth year thereafter.

67       2. District Seats and Mayor. The four districted council seats and the mayor shall be elected for  
68       four year terms of office during the regular municipal election in November 2019, and each fourth  
69       year thereafter.

70       E. Council District Boundaries:

71       1. The boundaries of the council districts shall be adopted by ordinance in a city council  
72       meeting.

73       2. Consistent with Utah Code section 10-3-205.5 or its successor provisions, within six months  
74       after the Legislature completes its decennial redistricting process, or when otherwise required or  
75       allowed by Utah Code, the city recorder shall submit for city council approval the council district  
76       boundaries to be realigned, if necessary.

77           a. The city council shall designate, by ordinance, council districts that are substantially equal  
78           in population for the districted council members to be elected from.

79           b. The boundaries of the council districts may not be changed frivolously or arbitrarily, but  
80           only for the purpose of assuring that the council districts are contiguous, compact, and substantially  
81           equal in population.

82           F. Term Of Office: The mayor and members of the city council, unless otherwise set forth by law,  
83           shall begin their terms of office at 12 noon on the first Monday in January following their election.

84           G. Primary Election: If the number of candidates for a specific elected office exceeds twice the  
85           number of individuals needed to fill the office, the city will hold a Primary Election in accordance  
86           with Utah Code section 20A-9-404 or its successor provisions to reduce the candidate field for the  
87           General Election to two times the number of individuals needed to fill the elected office. The  
88           candidates with the highest vote totals shall move forward to the General Election. If there are fewer  
89           than two times the number of candidates for a specific elected office, a Primary Election may not be  
90           held for that elected office. (Ord. 20-44, 12-2-2020; amd. Ord. 21-44, 11-16-2021; Ord. 23-13, 3-8-  
91           2023)

92

#### 93           1-15-4: DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND EXPENDITURES:

94           A. Disclosure Duty: Each candidate for elected municipal office shall report financial  
95           contributions and expenditures in full compliance with this code, Utah Code section 10-3-208, and  
96           title 20A, chapter 11, or its successor provisions. If the city adopts stricter disclosure requirements  
97           than Utah Code, the disclosure requirements of this chapter shall apply.

98           B. Report Filing: The filings required by this section shall be made with the city recorder. The  
99           statements so filed shall be public records.

100           C. Campaign Finance Reports:

101           1. Campaign finance reports shall detail accurately and completely the information required  
102           concerning contributions and expenditures.

103           2. Campaign finance reports shall identify the amount of each contribution, regardless of  
104           amount, and the name of the contributor, if known. The monetary value of in-kind contributions  
105           should be estimated.

106           3. Campaign finance reports shall identify each expenditure, regardless of amount, and the name  
107           of the recipient of the expenditure.

108           4. Campaign finance reports shall identify any anonymous donations. Campaign finance reports  
109           must include a statement of the date of transfer to state, county, city, or a non-profit 501(c)(3)  
110           organization and identify the organization funds were transferred to on any anonymous contributions  
111           greater than \$50.00 as an expenditure.

112           D. Current Elected Officials: Current elected officials must submit an updated campaign finance  
113           report no later than April 1 each year in office to disclose campaign contributions and expenditures  
114           made or received since the immediately prior reporting period.

115       E. Campaign finance reports shall include a statement certifying that all contributions and  
116       expenditures not previously reported have been reported.

117       F. City Recorder Notifications:

118       1. The city recorder shall notify each candidate for municipal office upon declaration of  
119       candidacy and again 14 days before each municipal election, of the provisions of this section and  
120       Utah law that govern disclosure of contributions, expenditures, and the penalties for failing to file a  
121       campaign finance report, including the statutory provisions that require the removal of the candidate's  
122       name from the ballot for failure to file required campaign finance reports.

123       2. The city recorder shall notify all elected officials of their obligation to file an annual updated  
124       campaign finance report by April 1 as required by this section and the penalties for failing to do so at  
125       least 14 days but no more than 21 days before such campaign finance report is due.

126       G. Failure to File Campaign Finance Reports: A candidate who was more than thirty calendar  
127       days late in filing any campaign finance report or reports with the city recorder, since the filing  
128       period for the last municipal election, is not qualified to file any declaration of candidacy with the  
129       city recorder pursuant to section 1-15-2 during the filing period for the next municipal election,  
130       except that any late or unfiled campaign finance reports due on or before September 25, 2024 may be  
131       filed with (and potentially accepted as being in compliance by) the city recorder on or before October  
132       30, 2024 without any loss of qualification. (Ord. 20-44, 12-2-2020; amd. Ord. 23-13, 3-8-2023)

134       1-15-8: PROHIBITION OF THE USE OF THE CITY LOGO IN MUNICIPAL ELECTIONS:

135       A. Prohibition: A candidate or other "person", as defined in section 1-15-1, may not use any  
136       version or portion of the city logo in, or in the background of or in an attachment to, any election or  
137       campaign material of any type or medium (including, but not limited to, printed, digital or electronic,  
138       etc.).

139       B. Exception: Incidental use of any version or portion of the city logo in the background of a  
140       video or on a person's clothing in a video is allowed. Notwithstanding this exception, a person may  
141       not use any version or portion of the city logo:

- 142       1. In any printed or other physical election or campaign material; or
- 143       2. To infer the endorsement of a candidate by the city.

144       C. Enforcement: This section may be enforced pursuant to the procedures set forth in title 16 of  
145       this code, including but not limited to any fines identified in the consolidated fee schedule (approved  
146       by the city council). The city may also pursue injunctive relief or any other remedy or remedies  
147       available to the city. The pursuit of any remedy or remedies by the city does not limit or prohibit the  
148       pursuit of any other remedy or remedies by the city.

149

150       1-15-9: COMPLIANCE WITH UTAH ELECTION LAWS:

151       A. A candidate or other "person", as defined in section 1-15-1, shall fully comply with all the  
152       relevant requirements of the election laws in the Utah Code, including, but not limited to, all the  
153       relevant requirements of title 20A and any section cited in the declaration of candidacy form.



MINUTES OF THE CITY OF WEST JORDAN  
COMMITTEE OF THE WHOLE  
Wednesday, August 21, 2024 – 6:00 pm  
**Approved September 11, 2024**  
8000 S Redwood Road, 3rd Floor  
West Jordan, UT 84088

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## WORK SESSION

### 1. CALL TO ORDER

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

**STAFF:** Council Office Director Alan Anderson, Mayor Dirk Burton, City Attorney Josh Chandler, Policy Analyst & Public Liaison Warren Hallmark, City Administrator Korban Lee, Assistant City Attorney Duncan Murray, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson, Assistant City Administrator Paul Jerome, Attendee Patrick Boice, Attendee Tangie Sloan, Attendee Alexandra Sanchez, Attendee Joe Bryant

Chair Jacob called the meeting to order at 6:00 pm.

### 2. DISCUSSION TOPICS

a. ***Discussion of Election Code Text Amendments, Campaign Finance Reports, and Prohibition of the Use of the City Logo (West Jordan Title 1-15-2; 1-15-4; 1-15-8; 1-15-9)***

**City Recorder** Tangie Sloan oriented the Council with proposed amendments to City Code Sections 1-15-2, 4, 8, and 9 to address the following:

- Standardize elected official filing fee (\$50)
- Failure to file campaign finance reports
- Prohibit use of the City logo
- Deletion of redundant numbering and other stylistic changes
- Update language and format for consistency
- Compliance with Utah Election Laws

Ms. Sloan listed election-related expenses that the filing fee helped offset. Council Member Whitelock was not sure the City should sponsor a Meet the Candidates event. The Council discussed the proposed \$50 standardized filing fee. City Administrator Korban Lee believed charging a filing fee reduced staff workload by discouraging individuals from filing on a whim. A majority of the Council appeared to indicate support for setting the standardized filing fee at \$50.

Ms. Sloan proposed the following language regarding failure to file campaign finance reports to improve accountability, transparency, fairness, and efficiency:

A candidate who is at least thirty (30) calendar days late in filing any campaign finance report with the city recorder is not qualified to file any declaration of candidacy until all finance reports have been filed and accepted by the city recorder.

Responding to a question from Council Member Green about the possibility of charging a penalty fee, Ms. Sloan said State Code would allow the City to charge a \$50 penalty if the Council chose to do so. The Council discussed the proposed policy and potential scenarios. Responding to a suggestion from Council, Ms. Sloan said she believed it would be reasonable to require all previous campaign finance reports to be filed and accepted at least 30 days prior to the last day allowed to file candidacy which was supported by the majority of the Council.

Ms. Sloan proposed an amendment to the Election Code prohibiting the use of the City logo for perceived political advantage, to maintain the integrity and neutrality of municipal symbols, and to ensure all candidates had equal opportunities without leveraging City resources. Responding to a question from Council Member Green, City Attorney Josh Chandler said the City logo was trademarked, but there were questions about the enforceability of such a trademark.

Chair Jacob believed an incumbent should be able to use a photograph of themselves on the dais in Council Chambers for campaign purposes. Chair Jacob felt the purpose of prohibiting use of the City logo would be to prevent the appearance of endorsement by the City. Ms. Sloan said her concern was for printed, standalone use of the City logo on mailers or signs. Chair Jacob requested more legal background on the issue, and suggested a consequence should be established.

Ms. Sloan briefly noted that renumbering and language corrections were also needed for consistency in the code. Council requested that amendments be brought back to a future meeting for final action.

***b. Municipal Alternate Voting Methods Pilot Project (also referred to as ranked choice voting) for the 2025 Election (three at-large seats)***

City Recorder Tangie Sloan reported that she had the responsibility of asking the legislative body if they would like to participate in the Municipal Alternative Voting Methods Pilot Program (also known as ranked choice voting or instant runoff voting) for the 2025 election, sponsored by the Lt. Governor's Office. Ms. Sloan noted that the 2025 election year was the final year to participate in the pilot program. May 1, 2025 was the deadline to notify of intent to participate or withdraw from participation.

Ms. Sloan reported that the 2023 traditional election with a primary and general election for four council seats and a mayoral seat cost the city \$220,995. Using information provided by the County, Ms. Sloan estimated an election for the same seats would cost \$164,238 under ranked choice voting with no primary election. However, additional funds would be needed for voter education estimated at \$60,000-\$65,000. Ms. Sloan estimated for the 2025 election, a traditional election would cost \$165,000-\$200,000, and



**MINUTES OF THE CITY OF WEST JORDAN  
CITY COUNCIL MEETING  
Wednesday, September 11, 2024 – 6:00 pm  
*Waiting Formal Approval***  
8000 S Redwood Road, 3rd Floor  
West Jordan, UT 84088

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## **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, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Public Utilities Director Greg Davenport, Assistant Planner Mark Forsythe, Public Services Director Cory Fralick, Policy Analyst & Public Liaison Warren Hallmark, Community Development Director Scott Langford, City Administrator Korban Lee, Fire Chief Derek Maxfield, Assistant City Attorney Duncan Murray, City Engineer Nathan Nelson, Council Office Clerk Cindy Quick, Assistant City Administrator Paul Jerome

Chair Jacob called the meeting to order at 6:00 pm.

## **2. FLAG CEREMONY**

Scout Troop 92 administered a special flag ceremony in recognition of 9/11.

## **3. PUBLIC COMMENT**

**Chair Jacob opened the public comment period at 6:03 pm.**

Comments:

Erick Browning, West Jordan resident, asked that the word "if" be removed from the chicken ordinance statement "if chickens are cooped." Mr. Browning showed a picture of his dog, who died as a result of attack from un-cooped chickens. He expressed the opinion that residents wanting to play farmer should have agricultural land. Mr. Browning spoke of potential danger to children and other pets. He stated chickens in residential zones needed to be kept inside a pen or coup, with wings clipped. Mr. Browning said he would request the same change from the County Council.

**Chair Jacob closed public comments at 6:07 pm.**

## **4. REPORTS TO COUNCIL**

### **a. City Council Reports**

Council Member Whitelock welcomed high school students in attendance. She expressed appreciation to staff members who organized business and facility visits for the Council.

Council Member Green reported on a recent Association of Municipal Councils meeting, and the recent Utah League of Cities and Towns (ULCT) convention. He commented that July of 2026 would be the 250<sup>th</sup> anniversary of the United States, and the Utah Department of Cultural and Community Engagement had suggested ways to add to the celebration. Council Member Green suggested the Council consider a utility rate audit. He expressed gratitude for the final beam-placing event at the Community Arts and Events Center.

Council Member Bloom spoke of the recent ULCT conference, and said she was excited to work with the Council to implement ideas to enrich the City. She thanked the Parks Department for a dog waste station.

Council Member Bedore believed West Jordan was good at the little things that mattered. He expressed appreciation to the staff for arranging events for the Council to attend. Council Member Bedore said it was great to see the beam ceremony for the Events Center, and said he knew from experience that scheduling for such a facility could fill up quickly. He said the construction crew anticipated a Spring of 2025 opening.

Vice Chair Lamb acknowledged the inconvenience of construction on 1300 West but stressed the importance of replacing old, disintegrating pipes. He expressed his passion for improving infrastructure and thanked the staff and crews for their work.

Council Member Shelton thanked Troop 92 for administering the special flag ceremony. He spoke of a recent tour of Wood Ranch on the west side, a ride-along with the Parks Department, and events in the community. Council Member Shelton was grateful for the City staff and residents who made up West Jordan.

Chair Jacob reported on a recent Jordan Valley Water Conservancy District meeting, and noted the 2024 Summary of Operations was available for review.

***b. Council Office Report***

Policy Analyst & Public Liaison Warren Hallmark provided an update on the Youth Council program.

***c. Mayor's Report***

Mayor Dirk Burton thanked Troop 92 for the flag ceremony, and spoke of the importance of remembering events of September 11, 2001. Mayor Burton spoke of recent and upcoming events in the community. He thanked the Council for attending the recent ULCT conference.

***d. City Administrator's Report***

City Administrator Korban Lee reported the skate park had been very popular since the soft opening. Mr. Lee said the remainder of the park would be finished October 12, 2024.

Fire Chief Derek Maxfield reported California had reached out with a request for help with wildfires, and said three West Jordan firefighters would leave for California the next day. Utilities Manager Greg Davenport provided an update on utility projects.

## 5. PUBLIC HEARINGS

### a. *Ordinance No. 24-32 amending the West Jordan City Transportation Master Plan*

Nathan Nelson said a Transportation Master Plan (TMP) update occurred every 7-10 years. The current TMP was adopted in 2014. He said an update of the Master Plan would provide a new list of future projects to aid in planning and applying for grants. Mr. Nelson said the recent update process was steered by a committee, with stakeholder involvement, and public involvement through survey and open houses.

Scott Johnson with Wall Consulting Group, contracted to help the City through the update process, said the updated TMP reflected changes in the City since 2014 and addressed new projected conditions moving forward. Mr. Johnson explained information gathered, and said the current Active Transportation Master Plan was incorporated in the TMP update.

*Mayor Burton left the meeting at 6:35 pm.*

Responding to a question from Vice Chair Lamb, Mr. Johnson said it was recommended the City continue to coordinate with UDOT regarding intersection traffic flow on UDOT streets. Mr. Johnson commented the City had many north/south corridors, but few east/west corridors, and only one that continued through the entire City. He spoke of recommended improvements in the updated TMP designed to improve capacity and better serve traffic demands.

**Chair Jacob opened a public hearing at 6:56 pm.**

#### Comments:

Ross Dinsdale said City staff had been good at keeping him updated as a landowner with regard to the Master Plan, and said he knew WCG did good work. Mr. Dinsdale expressed support for the updated TMP, and said he had a good experience throughout the process.

**Chair Jacob closed the public hearing at 6:58 pm.**

Responding to a question from Council Member Whitelock, Mr. Nelson said the annexation area shown in the updated TMP represented areas in which the City could expand in the future, and matched the City's annexation ordinance. Mr. Nelson said staff were working on an update to truck routes within the City.

Council Member Shelton said residents had expressed concern to him about plans for a 90-degree intersection at 9000 South and Duck Ridge Way, and asked if the Council would support a plan that would not drop 9000 South traffic onto Duck Ridge Way. Council Member Shelton said he believed the proposed intersection could be avoided with minor changes. Mr. Nelson said traffic in the area was studied extensively as part of plans to extend 9000 South. Council Member Shelton said he knew residents in the area did not want 9000 South to be extended, and asked if the plan could be revisited at the time of construction. Mr. Nelson said the TMP could be amended by the Council in the future if desired.

Council Member Shelton referred to plans to replace the bridge over the Jordan River at 7800 South. He said he supported plans to rebuild the bridge, and emphasized the need to take annual flooding into consideration. Mr. Nelson said staff were aware of the flooding problem. Council Office Director Alan Anderson said a No Build Study was completed and emailed to Council Members in March of 2024.

Council Member Green agreed with Council Member Shelton about the Duck Ridge/9000 South intersection, and expressed the opinion that designs needed to be more creative. Mr. Nelson said moving the intersection would have ripple effects, but the Council and staff could have the conversation. Council Member Green said truck routes needed to be updated.

Vice Chair Lamb suggested scheduling a meeting with the Council and staff to discuss plans for Duck Ridge Way and 9000 South. Chair Jacob said he would like to see 9000 South extended and connected, but believed plans involving Duck Ridge Way could be done differently. He pointed out the study referenced by staff did not have to do specifically with an intersection at 9000 South and Duck Ridge Way. Chair Jacob suggested changing language on page 70 of the updated TMP to read "New Bingham Highway will be realigned to create a 90-degree intersection at 9000 South". Council Member Green said he agreed.

**MOTION:** Council Member Green moved to APPROVE Ordinance No. 24-32 amending the West Jordan City Transportation Master Plan, changing the words "at Duck Ridge Way" with the words "with 9000 South" in the second paragraph on page 70 of the Plan.

Council Member Shelton seconded the motion.

Council Member Bloom thanked staff for the hard work on the update.

The vote was recorded as follows:

**YES:** Zach Jacob, Chad Lamb, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton, Kayleen Whitelock

**NO:**

**ABSENT:**

The motion passed 7-0.

## 6. BUSINESS ITEMS

### a. *Ordinance No. 24-39 adopting the 2025 Annual Meeting Schedule for City Council and Agency Boards*

The Council reviewed and discussed a 2025 Annual Meeting Schedule during a previous work session. Council Office Director Alan Anderson presented the schedule with changes requested by the Council. The Council would meet on Tuesday evenings instead of Wednesday evenings in 2025, with additional Committee of the Whole meetings scheduled on fifth Tuesdays. The RDA Board would be scheduled to meet quarterly in

March, June, September, and December, although the schedule included for adoption with Ordinance No. 24-39 only included meetings of the City Council, consistent with State law.

Council Member Whitelock encouraged administration to make sure correct calendars were included on the City website.

**MOTION: Council Member Green moved to APPROVE Substitute Ordinance No. 24-39 adopting the 2025 Annual Meeting Schedule for City Council and Agency Boards.**

**Vice Chair Lamb seconded the motion.**

**The vote was recorded as follows:**

**YES:** Zach Jacob, Chad Lamb, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton, Kayleen Whitelock

**NO:**

**ABSENT:**

The motion passed 7-0.

*b. Ordinance No. 24-42, a petition from Ross Dinsdale/Ivory Development requesting an amendment to the Dry Creek Highlands Sub-Area 1 Development Plan encompassing 89 acres of property located at approximately 6400 West 9000 South.* Council Office Director Alan Anderson explained that Ordinance No. 24-42 did not include the Master Development Agreement, consistent with previous direction from the Council.

**MOTION: Council Member Green moved to APPROVE Ordinance No. 24-42, a petition from Ross Dinsdale/Ivory Development requesting an amendment to the Dry Creek Highlands Sub-Area 1 Development Plan encompassing 89 acres of property located at approximately 6400 West 9000 South.**

**Council Member Whitelock seconded the motion.**

Council Member Whitelock thanked staff for highlighting changes made.

**The vote was recorded as follows:**

**YES:** Zach Jacob, Chad Lamb, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton, Kayleen Whitelock

**NO:**

**ABSENT:**

The motion passed 7-0.

## **7. CONSENT ITEMS**

**a. Approve Meeting Minutes**

- *August 21, 2024 – Committee of the Whole Meeting*
- *August 27, 2024 – Regular City Council Meeting*

**MOTION:** Council Member Green moved to APPROVE Consent Agenda as listed.  
Council Member Whitelock seconded the motion.

The vote was recorded as follows:

**YES:** Zach Jacob, Chad Lamb, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton, Kayleen Whitelock

**NO:**

**ABSENT:**

The motion passed 7-0.

#### **8. ADJOURN**

Council Member Green moved to adjourn the meeting. Council Member Whitelock seconded the motion, which passed by unanimous vote (7-0).

The meeting adjourned at 7:37 pm.

*I hereby certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on September 11, 2024. This document constitutes the official minutes for the West Jordan City Council meeting.*

Cindy M. Quick, MMC  
Council Office Clerk

Approved this \_\_\_\_ day of \_\_\_\_ 2024