



MINUTES OF THE CITY OF WEST JORDAN
COMMITTEE OF THE WHOLE
Tuesday, October 28, 2025 – 4:00 pm
Approved November 18, 2025
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

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

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Utilities Manager Greg Davenport, Policy Analyst & Public Liaison Warren Hallmark, Community Development Director Scott Langford, Fire Chief Derek Maxfield, Assistant City Attorney Duncan Murray, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, Police Chief Ken Wallentine, Deputy Fire Chief Chris Trevino

2. DISCUSSION TOPICS

a. Council Tour of the West Jordan Historical Museum – 2053 West 7800 South

The work session began at 4:00 pm with a tour of the West Jordan Historical Museum at 2053 West 7800 South.

Council Members returned to City Hall at 4:47 pm to continue with work session discussion items.

b. Discussion of the Transportation Impact Fee Study

Administrative Services Director Danyce Steck explained that Utah Code 11-36A requires that an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) be prepared before imposing an impact fee. The IFFP would identify demand on the City from new development and projects resulting from the demand. The IFA would analyze cost and all financing sources for the projects.

Ms. Steck presented a cost analysis and recommendation for a Transportation Impact Fee. She explained that her recommendation did not include existing roads (buy-in) in the cost analysis, and she presented a proposed impact fee of \$418.44. The study-supported impact fee with existing roads included in the cost analysis would be \$558.27. Responding to a question from Council Member Green, Fred Philpot with LRB Public Finance Advisors explained the Council could choose the impact fee focus only on new infrastructure or could choose to include an amount for the City to recoup part of the cost of existing infrastructure.

Ms. Steck said the National Highway Construction Cost Index had increased by over 92% between 2016 and 2025. The last West Jordan Transportation Impact Fee Study was conducted in 2016. She explained that adopted impact fees were collected city-wide, and did not change for specific areas in the City. Ms. Steck presented a table showing land use groups, land use categories, current fees, proposed fees, and study-supported fees. Council Member Green was not comfortable with some of the numbers. Chair Whitelock believed it was how the numbers compared to those charged by neighboring communities that mattered. Ms. Steck said staff would continue to work on clarifying the land use categories.

Mr. Philpot showed a Residential Single-Family Transportation IFA Comparison of nineteen Utah cities. The Council and staff discussed the comparison. Responding to a question from Council Member Jacob, Mr. Philpot said the fee calculation included inflation through a ten-year planning horizon. However, it was possible for actual construction cost inflation to eclipse the assumptions, and it was important for entities to regularly review the assumptions for needed modifications. Mr. Philpot noted that it was typical for an impact fee not to keep pace with inflationary pressure unless updated regularly. He recommended a full impact fee refresh every three to five years and added that regular adjustments tended to be more legally defensible.

Responding to a question from Vice Chair Bedore, Mr. Philpot explained how numbers were obtained for the study using a travel demand model for the whole system. Ms. Steck recommended a review of impact fees every two years, with a complete overhaul every five.

Ms. Steck showed examples of the proposed change in Transportation Impact Fee for single family and multi-family residential, as well as examples of the proposed change for non-residential. Council Member Bloom was interested in the Economic Development Director's perspective on how the proposed change would impact bringing commercial to West Jordan. Council Member Green expressed concern with how such a dramatically increased impact fee would appear to the State Legislature.

Chair Whitelock agreed with the suggestion for Economic Development Director David Dobbins to attend a future work session and share his perspective. The Council requested the item come back for further discussion and include an expanded comparison of commercial impact fees in other cities.

c. Discussion of House Bill 48 Wildland Urban Interface (WUI) Modifications and its Impact on the City of West Jordan

Deputy Fire Chief Chris Trevino explained that House Bill 48 required the City to adopt the Wildland Urban Interface Code (adopted by the State in 2006), and select an area of the City to be identified as Wildland Urban Interface by January 2026. Chair Whitelock felt concerned about the map included in the State's Code. Council Member Bloom expressed concern for the impact on insurance rates in the City. Chief Maxfield clarified that the City would create its own map, and would not be required to follow the map included in the State Code. Chair Whitelock expressed the opinion that the area west of the railroad tracks was the area of concern.

Speaking to Council Member Bloom's concern about insurance rates, Deputy Chief Travino said there would be a cost associated with whatever area was identified as Wildland Urban Interface. Council Member Green found it interesting that the Legislature wanted cheaper houses to be built, but the cost to build the "cheaper" houses would increase with the Wildland Urban Interface designation. Deputy Chief Trevino said the idea behind HB 48 was mitigation. Chief Maxfield said the cost was obviously the biggest concern for the City. He said fees would be assessed from structures built in areas considered high risk, but said he did not think West Jordan had anything that would fall in the high-risk category. Deputy Chief Trevino added that once a Wildland Urban Interface area was identified, developers within the WUI would need to build to fire resistant construction standards.

Council Member Jacob pointed out that the area of risk in the City had changed over time as development occurred. Chief Maxfield expressed the opinion it would be best for the Wildland Urban Interface boundary to be established as far west as possible. Council Member Green asked how much of the property was already under master development agreement. Chief Maxfield said West Jordan was fortunate to have a relatively small area that could be considered Wildland Urban Interface.

Council Member Bloom asked which department or entity would oversee compliance. Chief Maxfield said the question was still under discussion. The County was currently in charge of property inspection and assessment.

Chief Maxfield said staff would bring back a recommendation for the Wildland Urban Interface area, but first wanted feedback from the Council. Council Member Shelton said he agreed with Council Member Jacob that the WUI border should be at the edge of developable land. Vice Chair Bedore said the Council wanted the City to be safe, and wanted to be respectful of development. Chief Maxfield said he envisioned a strip of 300-500 feet along the western edge of the City. Ms. Steck asked if the area could be redefined over time, and Chief Maxfield said he assumed it could.

Council Member Jacob asked how firework restriction areas would be affected by the WUI. He asked how the potential appearance of inconsistency between not having much Wildland Urban Interface and maintaining the current firework restriction area would be received by the State. The Council and staff discussed firework restriction areas and possible Wildland Urban Interface area. Council Members Green and Whitelock said they agreed with adopting a Wildland Urban Interface area as far west as possible. Council Members Bloom and Bedore said they trusted Chief Maxfield.

d. Discussion of Separate Utility Meters for Accessory Dwelling Units

Council Member Lamb said a constituent had asked about the possibility of allowing separate utility meters for accessory dwelling units (ADUs). Council Member Lamb said use of ADUs had grown and would continue to grow, and although he did not think a lot of residents would jump on separate utility meters for ADUs right away, he believed they might in the future. Council Member Lamb said allowing separate electric utility meters for ADUs would not affect the City budget. Installation of a separate electric box would be paid for by the property owner.

Council Member Bloom said Provo City allowed separate electric meters for external ADUs, and Salt Lake County allowed separate water and sewer if they remained in the property owner's name. She said she would be comfortable allowing separate electric utility meters for ADUs.

Council Member Jacob asked for feedback from staff. Community Development Director Scott Langford said he would be fine either way, but said allowing separate electric meters could be looked at as erosion of the single-family residential zone if a lot of separate meters were installed. Chair Whitelock suggested allowing a separate meter would not erode the single-family residential zone any more than allowing the external ADU already would. Council Member Bloom said she wanted to allow residential property owners to have as much freedom as possible in structuring their ADU arrangement.

Utilities Manager Greg Davenport pointed out the City did not currently have code to regulate a separate electric utility meter. He suggested establishing engineering for placement of two meters, and said regulations should be put in place to protect safety and quality. Mr. Davenport pointed out that any home owner could currently purchase a water meter separate from the City water meter to measure how much water was used on their property. He suggested more information should be gathered, including more options to present to property owners. A majority of the Council indicated a desire for staff to bring back more information.

3. ADMINISTRATIVE ITEMS

None

4. ADJOURN

Chair Whitelock adjourned the meeting at 6:15 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on October 28, 2025. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 18th day of November 2025