



AGENCY MEETING May 05, 2026

8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

PARTICIPATE IN MEETING



VIEW THE MEETING



Welcome to the Municipal Building Authority meeting!

While the Board encourages in-person attendance, you may attend virtually by using the links in the top right corner:

- To provide public comment, click **"Participate in Meeting"** (registration required)
- To observe the meeting, click **"View the Meeting"**

WEST JORDAN PUBLIC MEETING RULES

To view meeting materials for any agenda item, click the item title to expand it, then select the view icon to access attachments, or visit <https://westjordan.primegov.com/public/portal>

MUNICIPAL BUILDING AUTHORITY 6:20 pm (or as soon thereafter as possible)

1. CALL TO ORDER

2. BUSINESS ITEMS

- a. Accept the Proposed Budget for the Municipal Building Authority for Fiscal Year Ending June 30, 2027

3. CONSENT ITEMS

- a. Approve Meeting Minutes
 - May 6, 2025 – Municipal Building Authority Meeting

4. ADJOURN

Please note, at the conclusion of this meeting, the Board will convene for its Redevelopment Agency meeting.

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/pmnl/>, on West Jordan City's website <https://westjordan.primegov.com/public/portal>, and notification was sent to the Salt Lake Tribune and Valley Journal.

Posted and dated May 1, 2026

Cindy M. Quick, MMC, Secretary

REQUEST FOR BOARD ACTION

Action: Provide information to Board

Meeting Date Requested : 05/05/2026

Presenter: Becky Condie

Deadline of item : 05/05/2026

Department Sponsor: Admin. Services

Agenda Type: BUSINESS ITEMS

Time Requested: 5 Minutes

(Board may elect to provide more or less time)

1. AGENDA SUBJECT

Accept the Proposed Budget for the Municipal Building Authority for Fiscal Year Ending June 30, 2027

2. EXECUTIVE SUMMARY

The Board is being asked to accept the proposed budget for the fiscal year ending June 30, 2027, prior to the final approval process outlined below.

- 05/05/2026 Receipt of the FY2027 Tentative Budget
- 05/12/2026 Adoption of the FY2027 Tentative Budget and setting the date for the public hearing
- 05/26/2026 Public hearing on the FY2027 Tentative Budget
- 06/09/2026 Adoption of the FY2027 Annual Budget

3. TIME SENSITIVITY / URGENCY

[Utah State Code 17B-1-607 \(1\)](#) requires the governing body of a special district to receive the tentative budget on the first regularly scheduled meeting in May prior to the start of the fiscal year.

4. FISCAL NOTE

Revenues: \$1,852,650
Expenditures: \$1,852,650
Use of reserves: --

5. DEPARTMENT RECOMMENDATION

Staff recommends the Board receive the budget as presented for consideration

6. COUNCIL STAFF ANALYSIS

This item is procedural in nature and is intended to satisfy requirements of the budget process. Future budget hearings will provide additional opportunities for public input and Council discussion regarding the proposed budget.

7. EXECUTIVE DIRECTOR RECOMMENDATION

The Executive Director (Mayor) recommends the Board accept the proposed budget for review

8. POSSIBLE BOARD ACTION

The Board is advised to accept the proposed budget for FY2027 in accordance with state law

9. PACKET ATTACHMENT(S)

FY 2027 MBA Tentative Budget
Budget Presentation



ANNUAL BUDGET

MUNICIPAL
BUILDING
AUTHORITY

WEST JORDAN CITY

FY
2027



FISCAL YEAR

Municipal Building Authority

2027 Annual Budget

BOARD MEMBERS

Board Chair, District 2 Bob Bedore
Board Vice-Chair, At-Large Jessica Wignall
Board Member, At-Large Annette Harris
Board Member, At-Large Kayleen Whitelock
Board Member, District 1 Chad Lamb
Board Member, District 3 Zach Jacob
Board Member, District 4 Kent Shelton

ADMINISTRATION

Executive Director Mayor Dirk Burton
Chief Administrative Officer Korban Lee
Assistant Chief Administrative Officer Paul Jerome

BUDGET COMMITTEE

Mayor Dirk Burton
Chief Administrative Officer Korban Lee
Assistant Chief Administrative Officer Paul Jerome
Administrative Services Director Danyce Steck
Budget & Management Analyst Becky Condie
Police Chief Jeremy Robertson
Public Utilities Director Greg Davenport
Human Resources Manager Michael Wilkey

MUNICIPAL BUILDING AUTHORITY

FUND DESCRIPTION & PURPOSE

The purposes for which the Municipal Building Authority was founded and incorporated are to acquire, improve, or extend one or more projects and to finance their costs on behalf of the City of West Jordan, in accordance with the procedures and subject to the limitations of the Utah Municipal Building Authority Act (Utah Code Annotated) in order to accomplish the purposes for which the City exists.

Reserves are restricted for the final year's debt service.

GOVERNING BOARD

The Authority is managed by a Governing Board of seven trustees consisting of the members of the West Jordan City Council. Meetings are held at such times and places as needed, with an annual meeting held for the purpose of electing trustees and officers.

DEBT SERVICE SCHEDULE

Series 2016 Lease Revenue Bond

	Principal	Interest	Trustee	TOTAL
FY 2027	1,030,000	819,600	3,050	1,852,650
FY 2028	1,085,000	766,725	3,050	1,854,775
FY 2029	1,140,000	711,100	3,050	1,854,150
FY 2030	1,200,000	652,600	3,050	1,855,650
FY 2031	1,260,000	591,100	3,050	1,854,150
FY 2032 - 2036	7,330,000	1,925,800	15,250	9,271,050
FY 2037 - 2039	5,230,000	319,400	9,150	5,558,550

LEASE PAYMENT SCHEDULE BY FUND

	General Fund 48%	Water Fund 13%	Sewer Fund 16%	Solid Waste Fund 7%
FY 2027	889,272	240,845	296,424	129,686
FY 2028	890,292	241,121	296,764	129,834
FY 2029	889,992	241,040	296,664	129,791
FY 2030	890,712	241,235	296,904	129,896
FY 2032 - 2036	4,450,104	1,205,237	1,483,368	648,974
FY 2037 - 2039	2,668,104	722,612	889,368	389,099

	Storm Water Fund 14%	Streetlight Fund 2%
FY 2027	259,371	37,053
FY 2028	259,669	37,096
FY 2029	259,581	37,083
FY 2030	259,791	37,113
FY 2032 - 2036	1,297,947	185,421
FY 2037 - 2039	778,197	111,171

MUNICIPAL BUILDING AUTHORITY

BUDGET & FINANCIAL HISTORY

			Prior Year Actual FY 2025	Adopted Budget FY 2026	Estimated Actual FY 2026	Annual Budget FY 2027	Yr-to-Yr Budget Change Increase (Decrease)	
Revenue								
1	420-362201	Public Works Building Lease	\$ 1,848,876	\$ 1,852,900	\$ 1,851,351	\$ 1,852,650	\$ (250)	0%
2	420-361000	Interest Earnings	78,385	-	50,000	-	-	100%
3			1,927,261	1,852,900	1,901,351	1,852,650	(250)	100%
Expenditures								
4	420-481000	Principal	(930,000)	(980,000)	(980,000)	(1,030,000)	50,000	5%
5	420-482000	Interest- Ltd	(917,600)	(869,850)	(869,850)	(819,600)	(50,250)	-6%
6	420-483000	Agents Fee	(2,675)	(3,050)	(3,050)	(3,050)	-	0%
7			(1,850,275)	(1,852,900)	(1,852,900)	(1,852,650)	250	0%
8	Net change		\$ 76,986	\$ -	\$ 48,451	\$ -		
9	Beginning reserve balance		\$ 1,859,289	\$ 1,936,275	\$ 1,936,275	\$ 1,984,726		
	Net change		76,986	-	48,451	-		
10	Ending reserve balance		\$ 1,936,275	\$ 1,936,275	\$ 1,984,726	\$ 1,984,726		

ADDITIONAL DETAILS

Expenditures			
11 420-481000	Principal	1,030,000	Series 2016 bond principal payment
12 420-482000	Interest- Ltd	819,600	Series 2016 bond interest payment
13 420-483000	Agents Fee	1,650	Trustee fee
14		1,375	Continuing disclosure services
15		25	State corporation annual registration fee
16		1,852,650	

ITEM 3/A: FY2027 TENTATIVE BUDGET

Topic: Receive the FY2027 Tentative Budget

Staff Contact: Becky Condie, Administrative Services



FY 2027 TENTATIVE BUDGET

Collects lease payments from the General Fund and Utility Funds for leasing the Public Works Building

Lease revenue is used to pay for debt service

Issue Date: 12/01/2016

Amount: \$24,960,000

Interest rate: 5%

Total repayment: \$40,380,675

Terms: 23-year debt with the first 2 years as interest only

Equal payments of approximately \$1,850,000 per year

REVENUES TO EXPENDITURES

	FY 2026 Estimate	FY 2027 Budget
Leases	\$ 1,851,351	\$ 1,852,650
Interest earnings	50,000	----
	<u>1,901,351</u>	<u>1,852,650</u>
Debt payments	1,852,900	1,852,650
Net change	<u>\$ 48,451</u>	<u>\$ ----</u>
Reserves	\$ 1,984,726	\$ 1,984,726

One year of debt service is required as a reserve per the bond covenants.

Reserves are held with the trustee and will be applied as the final debt service payment in FY 2039.

CONCLUDING INFORMATION

The Executive Director and Staff both recommend the Board receive the budget as presented for consideration

QUESTIONS ?



MUNICIPAL BUILDING AUTHORITY

1. CALL TO ORDER

- BOARD:** Chairperson Chad Lamb, Vice Chairperson Kayleen Whitelock, Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Kent Shelton
- STAFF:** Council Office Director Alan Anderson, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Utilities Manager Greg Davenport, Community Development Director Scott Langford, City Administrator Korban Lee, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, Assistant City Administrator Paul Jerome, Policy Analyst & Public Liaison Warren Hallmark

Chair Lamb called the meeting to order at 6:22 pm

2. PUBLIC HEARINGS

a. MBA Resolution No. 116 adopting the Annual Budget for the Municipal Building Authority of the City of West Jordan for Fiscal Year 2026.

Budget and Management Analyst Becky Condie explained that the Municipal Building Authority (MBA) was established to fund the Public Works Building. The MBA leases the building to the city, and the city makes the debt service payments through lease payments.

Chair Lamb opened the Public Hearing at 6:24 pm

Comments:

None

Chair Lamb closed the public hearing at 6:24 pm

MOTION: Board Member Green moved to APPROVE MBA Resolution No. 116 adopting the Annual Budget for the Municipal Building Authority of the City of West Jordan for Fiscal Year 2026.

Board Member Whitelock seconded the motion.

The vote was recorded as follows:

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

NO:

ABSENT:

The motion Passed 7-0.

3. CONSENT ITEMS

a. Approve Meeting Minutes

- **April 22, 2025 – Municipal Building Authority Meeting**

MOTION: Board Member Green moved to APPROVE Consent Items as listed
Board Member Whitelock seconded the motion.

The vote was recorded as follows:

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

NO:

ABSENT:

The motion Passed 7-0.

4. ADJOURN

Chairperson Lamb adjourned the meeting at 6:26 pm

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on May 6, 2025. This document constitutes the official minutes for the City of West Jordan Municipal Building Authority meeting.

Cindy M. Quick, MMC
Secretary

Approved this day of 2026