Minutes of the City of West Jordan
Committee of the Whole
Tuesday, June 09, 2026 – 6:00 pm
Approved June 23, 2026
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

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1. Call to Order

Council: Vice Chair Jessica Wignall, Annette Harris, Zach Jacob, Kayleen Whitelock

Staff: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Public Utilities Director Greg Davenport, Assistant Planner Mark Forsythe, Public Services Director Cory Fralick, Assistant City Administrator Paul Jerome, Public Information Manager Marie Magers, City Administrator Korban Lee, Fire Chief Derek Maxfield, Senior Planner Ray McCandless, Council Office Clerk Cindy Quick, Police Chief Jeremy Robertson, Policy Analyst Walter Schmidt, Administrative Services Director Danyce Steck

Acting Chair Wignall called the meeting to order at 4:02 pm, and noted that Council Member Whitelock was participating remotely. Council Members Lamb, Shelton, and Bedore were excused.

2. Discussion Topics

a. Property Tax Impact Schedule for Fiscal Year 2027

Acting Chair Wignall noted the City voluntarily included the Property Tax Impact Schedule with FY2027 budget discussions in accordance with House Bill 236 and Utah League of Cities and Towns (ULCT) best practices. The schedule was accepted on May 5, 2026 and was available to the public.

b. Discussion of the Fiscal Year 2027 Tentative Budget

Administrative Services Director Danyce Steck said the meeting was intended for Council discussion of the FY2027 Tentative Budget. She said the Council needed to decide that evening the maximum property tax increase that they would consider for FY2027, and what budget items would be supported by the tax increase.

Council Member Jacob commented that $50,000 in the FY2026 Economic Development Budget designated for business outreach during construction projects did not get spent. He asked why the funds were requested, why they were not spent, and why the line item was not included in the FY2027 Budget. City Administrator Korban Lee said the previous fiscal year included a lot of road projects that had big impact on area businesses, and said staff had wanted to do a better job of communicating impacts of projects to the business community in FY2026. Mr. Lee said FY2026 turned out to not have projects that were as impactful on the business community, and the funds were not spent. He said staff did not feel the extra funding would be needed in FY2027. Public Information Manager Marie Magers explained that tools now available to the City made communication with area businesses more efficient and less expensive.

Council Member Whitelock read aloud a prepared statement thanking everyone who had worked on the Mayor's Budget. She said a small annual property tax increase would be more palatable to her if the City truly had needs that could be justified, but said she had observed that an automatic annual property tax increase did not require the hard choices to be made, and did not get as much public involvement. Council Member Whitelock expressed concern with adding staff, and said she supported the concept of Beet Days, but struggled with including $100,000 in the FY2027 budget for Beet Days when she had not heard a plan for using the funds. She said she would rather use one-time money for Beet Days after she had heard and supported a plan.

Council Member Whitelock said she agreed with Council Member Jacob's comments at the previous Committee of the Whole meeting regarding the utility transfer, and said the Council needed more information on the transfer. She said she had always supported the transfer in the past because she believed it created more stability in the budget, but had concerns after the last COTW meeting. Ms. Steck clarified that concerns expressed at the previous COTW meeting related only to the Transportation Utility Fee, specifically street lights. She said there was legislation to support a transfer from other utilities.

City Attorney Josh Chandler said he did not have concerns about the utility transfers included in the Mayor's Budget. Mr. Chandler said he had not looked at whether transfer of the Transportation Utility Fee could be justified under new legislation because it was not included in the budget. Council Member Jacob said he thought it would be wise to wait for an analysis, and was comfortable leaving transfer of the Transportation Utility Fee out of the budget in FY2027. Council Member Whitelock said she concurred. Ms. Steck read aloud from HB425 that a city may not transfer funds from a transportation fund to any other fund or separate account, but transfer of reasonable administrative costs associated with a transportation fund was allowed.

Mr. Lee explained that only the Transportation Utility Fee was called out in legislation, not Enterprise Fund transfers. Council Member Whitelock said she would rather have staff make sure the State was okay with the Enterprise Fund transfers. Council Member Jacob said he would rather remove the Transportation Utility Fee transfer from the budget for FY2027, and not shine a spotlight on the other transfers. Council Member Whitelock said she wanted to find out the true intent of the legislation. Acting Chair Wignall asked the Legislature's justification for the language. Council Member Jacob said transportation utility fees had been a topic of conversation at the Legislature for a number of years, and guardrails were finally passed in 2026.

Responding to a question from Council Member Whitelock, Ms. Steck said property tax revenue from the newly annexed area was not accounted for in the FY2027 budget, and said she did not know how much the property tax revenue from the area would be. Council Member Whitelock said she wanted to fund Beet Days a different way. Council Office Director Alan Anderson said staff calculated that the property tax increase could reduce from 2.26% to 1.8% (approximately $1.79 per year lower for an average homeowner) if Beet Days was funded a different way.

Council Member Jacob said he did an analysis of pet licensing several years ago and found that approximately 7% of pets in the City were licensed. He suggested increasing the fee for impounding cats and dogs, and reducing or eliminating the fee to license pets, hopefully resulting in increased conformity with pet licensing. Ms. Steck said the City received $34,000 from animal licensing, and $45,000 from impounding. Council Member Jacob suggested increasing impounding fees by 65% to reduce licensing fees to zero. Mayor Burton commented that when Animal Control picked up a licensed animal, they were sometimes able to read the chip and return the animal to the owner rather than impounding.

Council Member Bedore joined the meeting remotely at 4:33 pm.

Chief Robertson said he believed eliminating the licensing fee would be possible, but said he would want to be sure the cost to administer the program would be recovered. City Administrator Korban Lee pointed out fees could be adjusted mid-year through a budget amendment, and said staff could look at options and possible unanticipated impacts if directed by the Council.

Council Member Whitelock said she believed the Council needed to review cemetery fees and consider whether an increase was needed. She pointed out cemetery plots were a limited resource. Council Member Whitelock said the discussion had come up several times during her time on the Council, but fees had not been raised.

Council Member Harris asked pros and cons of using one-time money for Beet Days. Council Member Jacob said the first Beet Days (planned for August 2027) would probably involve a lot of one-time expenses, including marketing. If one-time funds were used for the first year, a property tax increase would be necessary in the future to continue or grow the event if desired. Chair Bedore commented that removing Beet Days from the property tax increase for FY2027 would result in needing a larger increase for Beet Days the next year if the event was successful. Council Member Harris said she was unsure, and wanted more time to think about using property tax versus one-time money for Beet Days.

Council Member Whitelock repeated that she wanted to know what the money would be used for, and said the true cost would not be known until after the event. She suggested the event may be so successful that the Council would want to eliminate some of the smaller City events in order to grow Beet Days. Council Member Harris acknowledged that planning such events took a lot of time, and said she did not want to burden staff with putting together a complete plan before the Council approved any funding. Mr. Lee pointed out that by the same time next year, the event would still not have happened. Council Member Jacob said he was comfortable seeding the event with $100,000 of ongoing money.

Chair Bedore left at 4:48 pm.

Mr. Anderson pointed out the Council could approve the Tentative Budget with a maximum 2.26% increase, and settle at a lower percentage for the Final Budget in August. Responding to a question from Council Member Harris, Ms. Steck explained the Certified Tax Rate process.

Acting Chair Wignall asked if staff had any questions for the Council. Mr. Lee referred to a suggestion from Council Member Shelton to increase staff for the Passport Office beyond what was requested. Mr. Lee asked how the majority of the Council felt about the question. Council Member Whitelock said she did not see the need to increase beyond the request. Council Member Jacob said Council Member Shelton's suggestion might reduce difficulties related to turnover. Acting Chair Wignall said she believed enabling staff to take PTO (paid time off) was important, and said Ms. Steck had indicated staff would be able to temporarily pull someone from a different office into the Passport Office if needed. Acting Chair Wignall said she was comfortable with the requested change from two part-time positions to one full-time position included in the budget. Council Member Harris said she was comfortable with the change included in the budget, but not with adding another part-time position as suggested by Council Member Shelton. Council Member Jacob said he would be comfortable with either scenario, supplementing with one-time funds as needed.

Mr. Lee said based on the Council discussion, he suggested leaving the staffing change in the budget as proposed, with the possibility of a budget amendment mid-year to add a part-time position if needed. A majority of the Council indicated support. Responding to a question from Council Member Whitelock, Ms. Steck confirmed that with the change requested in the budget, the Passport Office would essentially have the staffing Council Member Shelton had wanted to provide.

Council Members Jacob, Harris, and Wignall indicated support for including the 2.26% property tax increase in the Tentative Budget.

Ms. Steck explained proposed amendments to the FY2026 Budget, including: impact of the Leave Conversion Program; changes to Risk Management assessments and reserves; Fleet Management contributions; Benefits Management contributions; General Fund transfers to Development Services Fund, RDA Fund, and Capital Projects Fund; transfers into the General Fund; additional amendments to the General Fund; and changes to Highland Special District, Capital Projects Fund, Water Fund, Sewer Fund, Solid Waste Fund, Storm Water Fund, Streetlight Fund, Fleet Management Fund, IT Management Fund, Benefits Management Fund, and Risk Management Fund. Ms. Steck emphasized that all amendments led to an increase in reserves, with exception of the IT, Risk, and Streetlight funds.

Responding to a question from Council Member Whitelock, Ms. Steck said the RDA received approximately $460,000 in tax increment from PayPal and Aligned Energy combined. She said the redevelopment area would expire in two budget years.

Council Member Jacob pointed out that both the proposed CIP transfer in the FY2026 Budget amendment, and the proposed property tax increase in the FY2027 budget were approximately $500,000. Ms. Steck said the CIP transfer was one-time savings, and property tax provided an ongoing revenue stream. Council Member Jacob responded that if the $500,000 was not transferred out of the General Fund to the CIP Fund in FY2026, the General Fund baseline would be $500,000 higher. Mayor Burton said there was always a hope that there would be money to transfer into the CIP Fund because there was never enough money for projects. Council Member Jacob suggested there would not be a material change in what could be accomplished if the proposed FY2026 CIP transfer were removed.

Council Member Jacob suggested reducing the proposed FY2027 property tax increase by the proportion of the proposed FY2026 CIP transfer amount that could be attributed to property tax. Mr. Lee said it sounded like Council Member Jacob assumed that FY2026 revenues had been underestimated, with a suggestion that property tax for the next year would not need to increase because of the underestimated revenues. Mr. Lee explained that revenue estimates for FY2027 were based on actual FY2026 numbers.

Council Member Whitelock suggested the annual budgetary estimate of 5% sales tax revenue increase was too conservative. The Council and staff discussed the Capital Projects Fund. Ms. Steck said money transferred to the Capital Projects Fund was typically one-time savings from staff vacancies or savings in department budgets. She said the City did not really have a strategy for intentional investment in CIP. Council Member Jacob said he agreed with planned increases to keep up with inflation, but suggested some funds may grow at a rate that outpaced what was needed. He expressed the opinion that reevaluating and sometimes pulling back a little would be okay. Council Member Jacob said he did not want to change the proposed maximum property tax increase in the FY2027 Tentative Budget, but may not want to approve the full amount in August. Council Member Whitelock suggested she and Council Member Jacob do an RCA together.

Ms. Steck said the Tentative Budget presented that evening for adoption would include a property tax increase of 2.26%.

3. Administrative Items

None

4. Adjourn

Acting Chair Wignall adjourned the meeting at 6:12 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on June 9, 2026. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

/s/ Cindy M. Quick, MMC
Council Office Clerk

Approved this 23rd day of June 2026