



September 9, 2020

Item 2a

Approve Meeting Minutes

- June 10, 2020 Redevelopment Agency Meeting
- June 24, 2020 Redevelopment Agency Meeting

**DRAFT MINUTES OF THE CITY OF WEST JORDAN
REDEVELOPMENT AGENCY BOARD MEETING**

Wednesday, June 10, 2020 - 7:00 p.m.

Waiting Formal Approval

This meeting was held electronically via Zoom and streamed on West Jordan's YouTube channel
base location at City Hall 8000 S Redwood Road • West Jordan, UT 84088

BOARD: Chris McConnehey, Chair; Board Members Kelvin Green, Zach Jacob, Chad Lamb, David Pack, Kayleen Whitelock, and Melissa Worthen

STAFF: IT Director Robert Allred, Interim Council Office Director Alan R. Anderson, Community Engagement Director Tauni Barker, Mayor Dirk Burton, Senior Planner Lisa Elgin, City Planner Larry Gardner, Utilities Manager Tim Heyrend, Development Services Director Scott Langford, Chief Administrative Officer Korban Lee, Fire Chief Derek Maxfield, IT Administrative Assistant Rachel MacKay, Assistant City Attorney Duncan Murray, Capital Projects Manager David Murphy, IT Manager Michael Oliver, City Recorder Cindy Quick, and City Attorney Robert Wall

PUBLIC: John Taylor, Victor Groves, Tom with Focus Engineering, Steve Jones, Seth with Focus Engineering, Rich Sonntag, Michael Cope with JUB Engineers, John Dorney, and Katie Jacobsen

CALL TO ORDER

Chair McConnehey called the RDA meeting to order at 8:50 p.m.

MINUTES REVIEW AND APPROVAL

The minutes of the May 13, 2020 City of West Jordan RDA meeting were reviewed.

MOTION: Board Member Green moved to approve the minutes of the May 13, 2020 RDA meeting. Board Member Lamb seconded the motion.

The vote was recorded as follows:

Board Member Whitelock	Yes
Chair McConnehey	Yes
Board Member Lamb	Yes
Board Member Worthen	Yes
Board Member Jacob	Yes
Board Member Green	Yes
Board Member Pack	Yes

The motion passed 7-0.

PUBLIC HEARING – ANNUAL BUDGET FOR THE CITY OF WEST JORDAN RDA FOR FISCAL YEAR 2020-2021

Danyce Steck presented the FY 2020-2021 Proposed Budget for the RDA, and answered questions from the Board. The City of West Jordan currently had five active Redevelopment Areas, four active

Economic Development Areas, two Community Development Areas, and one Community Reinvestment Area.

Chair McConnehey opened a public hearing at 8:53 p.m.

Citizen Comments:

There were none.

Chair McConnehey closed the public hearing at 8:53 p.m.

WORK SESSION

Ms. Steck presented budget amendments recommended to reflect new or revised activity in FY 2020.

Revenues

- **Tax Increment:** The Agency has received its final distribution of tax increment for tax year 2019 in the amount of \$4,287,121. Reduce the budget by (\$74,648) to correspond to actual receipts.
- **Interest earnings:** As a best practice, the Agency does not include a budget for interest earnings until actual receipt. The Agency estimates receipt of \$186,594 of interest earnings by year end. Increase the budget by \$186,594.
- **Transfer from the General Fund:** Economic Development Area #1 (Dannon) has expired with an outstanding balance of (\$86,989). There is no revenue source to make up this deficit, therefore, the General Fund will need to transfer funds to the RDA Fund to bring the balance to zero and close the area. Increase the budget by \$86,989.

Expenditures

- **Professional & Technical Services:** The Agency does not estimate any professional & technical services will be used by year end. Reduce the budget by (\$90,000).
- **Participation Agreement:** Increase the budget by \$1,337,037.
 - On August 14, 2019, the RDA Board adopted Resolution 218 approving a participation agreement with Amazon. Increase the budget by \$1,575,000.
 - The budget for the participation agreement with Aligned Energy and Paypal was in excess of the eligible amount for tax year 2019. Reduce the budget by (\$245,850).
 - The budget for the participation agreement for Jordan Station is based on a reimbursement of taxes paid. This eligible reimbursement for tax year 2019 was greater than the budget. Increase the budget by \$7,887.
- **Low-Income Housing:** The Agency does not estimate any low-income housing projects in excess of the current YTD expenses. Reduce the budget by (\$291,477).
- **Area Improvements:** The Agency does not estimate any area improvements for this fiscal year. Reduce the budget by (\$2,385,985).
- **Recruitment & Marketing:** The Agency does not estimate any expenses in this account for this fiscal year. Reduce the budget by (\$2,500).
- **Property Acquisition:** On July 17, 2019, the RDA Board adopted Resolution 217 approving the purchase of 30.1 acres of vacant real property for purposes of development. Increase the budget by \$7,000,500.
- **Interest:** The Purchase agreement for the property referenced above had terms over 18 months with an annual interest rate of 2.5%. Increase the budget by \$120,000.

The total change in the budget was an increase of revenue in the amount of \$111,946, an increase of expense in the amount of \$5,687,575, and a transfer in the amount of \$86,389 for a net use of reserves

in the amount of \$5,489,240. The ending reserve balance for the RDA Fund after the proposed amendment would be \$5,972,474.

MOTION: At 9:00 p.m., Board Member Green moved to adjourn the RDA meeting and move to a meeting of the Municipal Building Authority. Board Member Worthen seconded the motion, which passed by unanimous vote (7-0).

I, Cindy Quick, Council Office Clerk of the City of West Jordan hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on June 24, 2020. This document constitutes the official minutes for the West Jordan City Redevelopment Agency board meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this ___ day of ____ 2020



DRAFT MINUTES OF THE CITY OF WEST JORDAN REDEVELOPMENT AGENCY BOARD MEETING

Wednesday, June 10, 2020 - 5:30 pm
Waiting Formal Approval

This meeting was held electronically via Zoom and streamed on West Jordan's YouTube channel
Base location at City Hall 8000 S Redwood Road • West Jordan, UT 84088

BOARD: Chris McConnehey, Chair; Board Members Kelvin Green, Zach Jacob (joined at 5:37 pm), Chad Lamb, David Pack, Kayleen Whitelock, and Melissa Worthen

STAFF: Interim Council Office Director Alan R. Anderson, Community Engagement Director Tauni Barker, Mayor Dirk Burton, Senior Engineer Todd Johnson, Development Services Director Scott Langford, Chief Administrative Officer Korban Lee, Fire Chief Derek Maxfield, IT Administrative Assistant Rachel MacKay, Assistant City Attorney Duncan Murray, Capital Projects Manager David Murphy, Parks Division Manager Dave Naylor, IT Manager Michael Oliver, City Recorder Cindy Quick, Finance Director Danyce Steck, City Attorney Robert Wall, Police Chief Ken Wallentine

1. CALL TO ORDER

Chair McConnehey called the RDA meeting to order at 5:41 p.m.

2. BUSINESS ITEMS

a. Consider approving the minutes of May 27, 2020

The minutes of the May 27, 2020 RDA meeting were presented.

MOTION: Board Member Green moved to approve the minutes of the May 27, 2020 RDA meeting. Board Member Jacob seconded the motion, which passed by unanimous vote (7-0).

b. Consider approving Resolution No. 223 adopting the Budget for the City of West Jordan Redevelopment Agency for Fiscal Year 2020-2021.

Administrative Services Director Danyce Steck presented the FY 2021 Budget for the RDA.

MOTION: Board Member Whitelock moved to approve Resolution No. 223 adopting the budget for the City of West Jordan Redevelopment Agency for Fiscal Year 2020-2021. Board Member Jacob seconded the motion.

Board Member Whitelock expressed the opinion that hiring an Economic Development Director should be a priority for City Administration. She disagreed with statements that West Jordan had plenty of retail and commercial.

The vote was recorded as follows:

Board Member Green	Yes
Board Member Jacob	Yes
Board Member Lamb	Yes
Board Member Pack	Yes

Board Member Whitelock **Yes**
Board Member Worthen **Yes**
Chair McConnehey **Yes**

The motion passed 7-0.

3. PUBLIC HEARING

a. Public Hearing and consideration of Resolution No. 222 regarding amendments to the Budget for the City of West Jordan Redevelopment Agency for Fiscal Year 2019-2020.

Ms. Steck presented amendments to the FY 2020 RDA Budget, and answered questions from the Board. The RDA Fund would have an ending amended reserve balance of \$5,972,474.

Chair Chris McConnehey opened the public hearing at 5:52 PM

Citizen Comments:

None

Chair Chris McConnehey closed the public hearing at 5:53 PM

MOTION: **Board Member Green moved to approve Resolution No. 222 amending the budget for the City of West Jordan Redevelopment Agency for Fiscal Year 2019-2020. Board Member Worthen seconded the motion.**

The vote was recorded as follows:

Board Member Green **Yes**
Board Member Jacob **Yes**
Board Member Lamb **Yes**
Board Member Pack **Yes**
Board Member Whitelock **Yes**
Board Member Worthen **Yes**
Chair McConnehey **Yes**

The motion passed 7-0.

4. ADJOURN

MOTION: **Chair McConnehey moved to adjourn the RDA meeting and return to City Council work session at 5:54 p.m. Board Member Green seconded the motion, which passed by unanimous vote (7-0).**

I, Cindy Quick, Council Office Clerk of the City of West Jordan hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on June 24, 2020. This document constitutes the official minutes for the West Jordan City Redevelopment Agency board meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this ___ day of ____ 2020