



December 16, 2020

Item 5a

Approve Meeting Minutes

- November 18, 2020 City Council Work Session and Regular Meeting
- December 2, 2020 City Council Work Session and Regular Meeting



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL WORK SESSION

Wednesday, November 18, 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

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

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Community Engagement Director Tauni Barker, Mayor Dirk Burton, Public Works Director Brian Clegg, City Planner Larry Gardner, Community Development Director Scott Langford, Chief Administrative Officer 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, Assistant City Attorney David Quealy, City Recorder Tangee Sloan, Administrative Services Director Danyce Steck, Police Chief Ken Wallentine, and City Attorney Robert Wall

PUBLIC: Dan Eatchel, Ashley Murphey, John Rekoutis, Kory Holdaway, Lee, Lloyd Boulton, Max, Rulon Dutson, and Ty McCutcheon

CALL TO ORDER

Chair McConnehey called the work session to order at 5:30 p.m., and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19, dated November 12, 2020, and effective for 30 days.

A. Community Cats

Council Office Director Alan R. Anderson shared a definition of "community cat" (a feral or free roaming cat that is without visibly discernable or microchip owner identification of any kind, and has been sterilized, vaccinated, and ear tipped), and related terms. He explained the history of the Trap, Spay/Neuter, Return Program (TNR) in West Jordan, implemented in February 2017, and stated the City entered into a Memorandum of Understanding (MOU) with the Best Friends Animal Society on August 9, 2017. Mr. Anderson explained that generally, as a community cat population decreased due to euthanasia, the remaining cats tended to repopulate at an increased rate to make up for the decrease.

Council Member Whitelock shared frustrations of community members tired of dealing with problems related to community cat colonies, and said she hoped the City could add something to the current program to provide help. She read aloud the following letter addressed to the City Council by Max Jensen and Neighbors in the Mountain View Estates Subdivision.

*"To: City Council Members
Mayor Dirk Burton and Dan Eatchel
Neighborhood Meeting Participants*

From: Max Jensen and Neighbors in the Mountain View Estates Subdivision

Re: Feral Cats problems in West Jordan

Date: November 11, 2020

After an increasing population of feral cats has inundated our neighborhood over the past several years, a section of the residents in the Mountain View Estates appealed to the Mayor for help commencing with a letter (with pictures attached) on June 10, 2020. In early July we received a letter from Keenan Price, with an attached letter from Dan Eatchel, Animal Services Manager, and describing TNR. He also suggested "this issue also occurred in our community under trap and euthanize program."

After a short stay in the hospital, I responded to Mayor Burton on July 21, 2020 and provided him with copies of the letters mentioned above, and related the discussion which I had with Michael DiTullio of Best Friends Animal Society when he personally came to our neighborhood and talked to us.

In the letter to the Mayor we contested the merits of the Trap, Neuter, and Return program, and also the lack of city zoning regulations to control feral cats; the number of cats keeps escalating profusely. People are trapping the same cats multiple times, but returning them back into the same neighborhood guarantees they could live and have a home in our neighborhood for a life span of 12-15 years. More people have started feeding the feral cats "so they won't starve to death." Since our meeting with the Mayor, it appears that the number of "wild cat feeders" has risen to six that we know of in nearby residential properties. At the same time they are rampantly destroying our sand piles/playground equipment, flower beds, lawn areas that can no longer be used for children to play on, and demolishing patio furniture. Controlling the number of feral cats by city zoning regulations is perhaps the only long term answer. Making feral cats "exempt from these running at large requirements," makes no sense! Please change city zoning ordinances to state, in effect, that people who feed feral cats are required/mandated to restrain them (with pens and fencing) to their own property like is currently done with other animals --- and set limits on the numbers allowed. Please remember a city official at our meeting stated: (1) "Feed a cat, own a cat," and (2) Veterinarians indicate that neighborhood people feeding feral cats will make it much more difficult for effective trapping success.

Changing City Zoning regulations, back peddling to euthanizing (may be cheaper), and/or relocating the feral cats by effective trapping may be the only alternatives to actually reducing their numbers! Giving the person who trapped them a choice of whether they are relocated or euthanized by the city might also be considered as an option. Ironically we are now aware of three additional colonies/pockets of feral cats that have surfaced in and/or around our area in West Jordan other than those discussed with the Mayor in our meeting. The Mayor and each City Council member should each have received several communications on this issue --- including some photos and reasons why TNR is not working. It became obvious from the questionnaire we sent out, and the Mayor responded to it, that this festering problem has never become an agenda item for City Council. We are now requesting that it become an item. We know that this is a difficult issue; the Mayor has recently helped us with relocating our cats. Inasmuch as we have worked on this problem since June 10, 2020 ---and copies of all communications between us and the city could be provided to you should you so desire, we feel that you might well evaluate the long term problem and ramifications seriously lest it should infest the entire city."

Council Member Whitelock said she felt the City could and should do something more.

Chair McConnehey asked if anything in Code prohibited relocation of community cats following sterilization. Council Member Green said he was interested in costs to the City related to community cats, and the number of cats involved. He said he would want whatever the City implemented to be an accepted, effective practice. Council Member Green mentioned that some neighborhoods in the City dealt with skunks and raccoons, and asked about City policy regarding animals other than cats.

Dan Eatchel with Animal Control said there was no cost to the City for the TNR Program with Best Friends Animal Society. He explained that the "R" in TNR had changed from "release" to "return" to reflect the goal to return cats to the neighborhoods where they were collected. However, in extreme situations, such as in the Jensen's neighborhood, efforts would be made to relocate some of the cats. Mr. Eatchel stated there was a difference in policy and procedure for cats versus wildlife nuisance animals.

Council Member Whitelock said it was her understanding that relocating cats from neighborhoods with extreme community cat populations would not cause additional expense to the City. Mr. Eatchel confirmed that Animal Control was responding to calls from the Jensen's neighborhood, collecting, and relocating trapped cats.

Council Member Lamb commented that some community members enjoyed the community cats, and some did not. He said it was a complicated issue, but said he agreed with Council Member Whitelock that something should be done to help reduce extreme populations.

Mayor Burton said he believed relocation of cats was within the City's administrative authority. City Attorney Rob Wall added that it would not be possible to outlaw feral cats in the City, but the City was able to set policy regarding what would happen to cats once they were captured.

Council Member Whitelock suggested that beyond a certain population threshold, community cats from a neighborhood should be relocated rather than returned. Mayor Burton said he believed her suggestion fell within current City Policy.

Council Member Lamb said he believed the issue could be directed by the Mayor's Office rather than legislated by the Council. Council Member Whitelock requested the Mayor's Office send communication in writing to Animal Control with clear direction regarding relocation. Chair McConnehey requested an update from the Mayor at a future meeting.

B. Wood Ranch

Community Development Director Scott Langford gave an update on the progress of the Wood Ranch development, and spoke of the many steps involved (annexation, PCFB Zone, interlocal agreement with Kearns Improvement District, PID, Mining Extraction Overlay, geotech, and the Master Development Agreement).

Rulon Dutson with Daybreak Communities addressed concerns that had been expressed by Council Members, including MDA assignability; development quality; commercial development; street standards; lanes; open space and hillside sensitivity; geotech and soils; cuts and fills; PID financing; housing ratios and densities. The current land use proposal included a 3,069 unit entitlement request (4.82 units per acre).

Council Member Green asked if the current direction provided enough flexibility for the applicant while staying within the Council's comfort level. Mr. Langford responded that in addition to the overall cap of 3,069 units, each individual village/sub-area in the development would have designated density and use types. Mr. Lee said the MDA was not yet before the Council for consideration and approval because Staff was trying to ensure the type of project the Council and Daybreak were both envisioning.

Council Member Whitelock asked if there was a timeframe for when everything would come together. Mr. Langford explained the order in which things needed to be done, and said it was not possible to set exact dates yet.

C. Ranked Choice Voting

This item was moved to a meeting unknown.

D. New Business

A list of new business items expected to appear on future agendas was included in the meeting packet. Due to lack of time, the list was not discussed.

Chair McConnehey adjourned the work session at 6:56 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on November 18, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC

Council Office Clerk

Approved this _____ day of _____ 2020

DRAFT



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL MEETING

Wednesday, November 18, 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

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

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Community Engagement Director Tauni Barker, Police Lieutenant Rich Bell, Mayor Dirk Burton, Public Works Director Brian Clegg, City Planner Larry Gardner, Community Development Director Scott Langford, Chief Administrative Officer 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, Assistant City Attorney David Quealy, City Recorder Tangee Sloan, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

PUBLIC: Alexandra Eframo, Dave Udall, Laurel Udall, Jackie Goodrich, John Rekoutis, Lee, Lloyd Boulton, Max, and Thomas McCurtry

1. CALL TO ORDER

Chair McConnehey called the meeting to order at 7:00 p.m., and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19, dated November 12, 2020, and effective for 30 days.

Chair McConnehey asked for a moment of silence to commemorate the sacrifice of Officer Ron Wood, who died in the line of duty on November 18, 2002. Mayor Burton took a moment to honor Officer Ron Wood. He thanked the Police Department for their service.

2. PLEDGE OF ALLEGIANCE

Lieutenant Bell led participants in the pledge of allegiance.

3. CITIZEN COMMENT

Chair McConnehey opened the citizen comment period at 7:02 p.m.

Citizen Comments:

Alexandra Eframo, West Jordan resident, expressed gratitude for the service of Officer Ron Wood and all Police Officers in the community. She requested a moment of silence to contemplate common goals and freedoms.

Ann Jensen, West Jordan resident, said she had spent several years trying to cope with the feral cats in her neighborhood that leave feces in her planter boxes and on her lawn. She said she had to patrol her yard for cat feces before mowing the lawn and when her grandchildren came to play at her home. She said she did not personally own a cat, but the City TNR policy forced residents of her neighborhood to deal with the presence of cats. She stated the feral cats were wild, and suggested the populations should be controlled as was the practice with other wild animals. Ms. Jensen said she and many of her neighbors favored the previous City policy that was in place before TNR was adopted.

Lee Henderson said he lived in the Mountain View Subdivision near the Jensen family. He said he had been forced to deal with feral cats for many years, and added that in the years they were allowed to trap and euthanize feral cats through the City, he would trap around 10 cats during summer months. Mr. Henderson asked why people were allowed to feed feral cats, and commented that truly wild animals were able to take care of themselves. He expressed frustration that the feral cats used flower beds as a litter box.

Chair McConnehey closed the citizen comment period at 7:15 p.m.

4. *REPORTS TO CITY COUNCIL*

i. Council Office Report

Council Office Director Alan Anderson spoke of citizen communications with the Council Office. He reported that upgrades to Council Chambers were continuing, and stated the Council Office was meeting regularly with the Chief Administrative Officer, the Mayor, and the Community Engagement Department.

ii. City Council Reports

Council Member Worthen updated the Council on planned community events. She reported a budget planning meeting was scheduled for December 3, 2020.

iii. Mayor's Report

Mayor Dirk Burton said he had been hopeful that the deadline for CARES Act spending would be adjusted beyond December, but said it appeared there would not be an extension. He expressed hope for a final wave of funding from the County. He reported positive results from the recent emphasis on local restaurants. Mayor Burton reported Mayor Wilson made the decision to close all arts and performance facilities, as well as limiting access to libraries and recreation facilities within the County due to high COVID-19 numbers. The Mayor said he had enjoyed the opportunity to distribute bonuses to City employees.

iv. Chief Administrative Officer's Report

Chief Administrative Officer Korban Lee recognized City Employees for outstanding work. Recognizing International GIS Day, Mr. Lee praised the City's GIS employees. He reported that David Cottle, President of the Employee's Association, was working on a reorganization of the Employee's Association, and requested Council input.

v. Unfinished Business

Chair McConnehey noted that all unfinished business items had follow-up dates associated with them, and stated no additional updates were needed.

5. *CONSENT ITEMS*

a. Approve Meeting Minutes

- ***October 28, 2020 City Council Work Session and Regular Meeting***
- ***November 4, 2020 City Council Work Session and Regular Meeting***

The Council reviewed the consent agenda.

MOTION: Council Member Whitelock moved to approve Consent item 5a as listed. Council Member Worthen seconded the motion.

The vote was recorded as follows:

Council Member Green	Yes
Council Member Jacob	Yes
Council Member Lamb	Yes

Council Member Pack	Yes
Council Member Whitelock	Yes
Council Member Worthen	Yes
Chair McConnehey	Yes

The motion passed 7-0.

6. PUBLIC HEARING

a. Udall Commercial Rezone

Senior Planner Ray McCandless explained the requested Future Land Use Map Amendment for 5.01 acres located at 7592 S 5490 W from Very-Low Density Residential to Community Commercial, and requested rezone from RR-1D (Rural Residential, 1-acre lots) to SC-2 (Community Shopping Center) for Udall Commercial. Mr. McCandless showed a map and conceptual site plan for the subject property, and stated the Planning Commission and Staff recommended approval.

Responding to a question from Council Member Whitelock, Mr. McCandless confirmed that the street on the south end of the property would extend from 5600 West to 5490 West.

Dave and Laurel Udall, applicants, said they were residents of Lindon, Utah. Mr. Udall said they were happy to make the proposal to the City. Ms. Udall complimented the City on planning for growth, and stated the existing infrastructure would be adequate for their plans for the subject property.

Chair McConnehey opened the public hearing at 7:45 p.m.

Citizen Comments:

Amy Martz, West Jordan resident, said citizens were relying on the City's existing zoning plan, and said she hoped the zoning of the properties in her area would remain as they were. She requested a setback on the subject property from existing homes on 5490 West to preserve privacy.

Chair Chris McConnehey closed the public hearing at 7:47 p.m.

Ms. Udall said she hoped the planned dental office would provide a buffer between existing development on 5490 West and the proposed development, especially with dental/professional offices closed on holidays and weekends, and daily after 5:00 p.m. Council Member Jacob commented that setbacks were more a site plan issue than a rezone issue.

Council Member Whitelock commented that the applicants had previously mentioned the possibility of a drive-thru on the property, and asked if plans for a drive-thru had progressed. Mr. McCandless responded he had not yet seen any specific site plan submittals.

Council Member Green said he had received emails both for and against the project. He said one email had expressed concern about traffic impact on 5490 West. Scott Langford responded that traffic impact would be an issue to address with site plan review.

MOTION: Council Member Whitelock moved to approve Ordinance No. 20-45 amending the Future Land Use Map for 5.01 acres located at 7592 S 5490 W from Very Low Density Residential to Community Commercial and Rezone from RR-1D (Rural Residential, 1-acre lots) to SC-2 (Community Shopping Center) zone. Council Member Lamb seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

7. BUSINESS ITEMS

a. Election Code Updates

Council Office Director Alan Anderson oriented the Council with proposed amendments to City Code to put all election-related language in the same section of Code, and clarify contributions and financial filing requirements.

Council Member Whitelock said she had thought the annual financial report would be due from Council Members in January of each year, along with the conflict of interest forms, rather than June as listed in the proposed amendment. She said she did not think a punishment for forgetting was necessary. Council Member Green said June 15th was chosen because it tied in with the election cycle, but added that the date could be changed. He suggested the section regarding penalties for failing to file state that the elected official “may be subject to censure”. He said the goal was to encourage transparency.

Chair McConnehey suggested adding a duty for the City Recorder to remind elected officials of the due date each year. He suggested the section regarding penalties for failing to file specify that the elected official “may be subject to remedies permitted by Federal, State, or local law, or Council Policies and Procedures.”

Council Member Lamb said he had not received any contributions since being elected, and had nothing to report. He said the requirement to file an annual report on funds received felt big-brotherish. He said he did not believe adding the requirement was necessary. Council Member Jacob said he did not mind the idea of filing a report with a zero on it. He suggested that an elected official should be required to file past reports before filing for re-election. Council Member Worthen said she would not mind filing a report that indicated zero contributions. She said she liked the idea of a reminder from the City Recorder, and agreed that filing should be required to be eligible to file for re-election. Council Member Pack said he agreed with the desire for transparency, and agreed that filings should be current to be eligible to file for re-election.

Chair McConnehey said he preferred the idea of transparency and disclosure, and said he would not want to wait until there was a serious issue to begin requiring annual disclosure. Council Member Green said he liked the idea of making the annual report due in January of each year with the conflict of interest statement, and agreed that filings should be current to file for re-election. Council Member Worthen said she did not believe it would be fair to require a reminder from the City Recorder if not all of the Council Members were going to follow through, and suggested including a personalized reminder of the “unfinished business” on meeting agendas until filing occurred. Council Member Worthen said she did not think the City Recorder should have to chase people down.

Chair McConnehey spoke of his desire to promote transparency and avoid fraud. Council Member Pack said he agreed with the suggested January deadline. Council Member Lamb said he thought it might be difficult to meet a January 2021 deadline, and suggested beginning with a June deadline in the first year. Chair McConnehey said he did not see a problem with pushing the date back for 2021, and pointed out that Council Members could file in January 2021 if they wanted. Council Member Jacob commented that

the election cycle included a report due in December, and suggested a deadline of June 1st would coordinate better with the election cycle.

Assistant City Attorney David Quealy pointed out that the three penalty options included in the Staff Report were all available regardless of local ordinance, and said he listed the options to show what penalties were available under State law.

Chair McConnehey questioned whether the Code needed to articulate the penalties if they were already available under State law. Mr. Quealy responded that stating the penalty options made sense if the Council wanted to clarify which penalty they would prefer to pursue, or were to add a fourth option. Chair McConnehey said he would want to at least state that penalties existed.

The Council discussed language of the proposed amendments. Chair McConnehey and Council Member Green expressed support for removing proposed D.1 and D.2. Council Member Whitelock asked if it would be possible to require filing a report only if new contributions were received. Tangee Sloan said she thought an email stating no contributions were received would be sufficient. Mr. Quealy recommended using the established campaign reporting forms to stay consistent, but said an email would be accepted.

Mayor Burton said he believed the penalties listed were too harsh and asked if something different could be included in Council Rules. Mr. Quealy responded that the language was drafted by the State Legislature for extreme circumstances. He clarified that only the first penalty listed could be amended by the City Council.

MOTION: Chair McConnehey moved to direct Staff to bring back Ordinance No. 20-44, with proposed Election Code amendments striking D.1 and D.2, and changing the date from June 15th to June 1st, at a future City Council meeting. Council Member Green seconded the motion.

The vote was recorded as follows:

Council Member Green	Yes
Council Member Jacob	Yes
Council Member Lamb	No
Council Member Pack	Yes
Council Member Whitelock	Yes
Council Member Worthen	Yes
Chair McConnehey	Yes

The motion passed 6-1.

b. *Refunding Water Revenue Bonds*

Administrative Services Director Danyce Steck explained the proposed parameters resolution regarding the issuance and sale of water revenue refunding bonds.

MOTION: Council Member Whitelock moved to approve Resolution No. 20-72 authorizing the parameters by which the Council authorizes the issuance and sale of a Series 2021 Water Revenue Refunding Bonds. This issuance was intended to refund the Series 2013 and Series 2017 Water Revenue Bonds. Council Member Jacob seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

c. Moderate Income Housing Annual Report

City Planner/Zoning Administrator Larry Gardner explained that based on estimated population growth, it was projected West Jordan would need an additional 2,586 new housing units by 2025. Of those 2,586 units, the amount of moderate-income housing needed by 2025 was estimated at: 187 new units for extremely low-income households ($\leq 30\%$ AMI); 392 new units for very low-income households ($> 30\%$ to $\leq 50\%$ AMI); and 375 new units for low-income households ($> 50\%$ to $\leq 80\%$ AMI). He reported that since 2016, West Jordan had provided: 150 units in excess of the housing need in the $< 80\%$ AMI category; 475 units in the $< 50\%$ category; and 75 units in the $< 30\%$ category. Mr. Gardner explained reporting requirements, and answered questions from the Council.

Council Member Whitelock thanked Mr. Gardner for presenting the report in a timely manner, and requested the Mayor have someone put together a brief fact sheet to distribute to Legislators representing West Jordan.

MOTION: Council Member Whitelock moved to approve Resolution No. 20-73 adopting the Moderate Income Housing annual report for 2020 and exhibits for submittal to the State of Utah Division of Workforce Services Housing and Community Development. Council Member Worthen seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

8. REMARKS

Council Member Pack –

- Said he was grateful for the emails of appreciation he received from City employees thanking the Council for the holiday bonuses.

Council Member Whitelock –

- Agreed with Council Member Pack that she had enjoyed receiving the emails and hearing how the bonuses impacted employees' lives.
- Requested that everyone be courteous and wear a mask.

Council Member Green –

- Thanked City employees for all their hard work.
- Wished everyone a happy Thanksgiving.

Council Member Worthen –

- Gave a shout-out to those who were wearing masks in public.
- Wished everyone a happy, safe Thanksgiving.

Council Member Pack –

- Received clarification regarding videos requested from the Council by Staff.

Chair McConnehey –

- Thanked Staff for providing the City with essential services.

Responding to a request from Chair McConnehey, Community Development Director Scott Langford gave a brief summary of all new business items listed on the agenda.

Council Member Worthen expressed appreciation and gratitude for the opportunity to serve on the City Council.

Council Member Lamb –

- Requested discussion about Council Chair and Vice Chair positions for 2021 be included on an upcoming agenda. Chair McConnehey responded the discussion was slated for the December 13th Council meeting.

9. ADJOURN

Council Member Whitelock moved to adjourn the meeting, and Council Member Worthen seconded the motion. All voted in favor and the motion passed unanimously. The meeting adjourned at 9:24 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on November 18, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this _____ day of _____ 2020



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL WORK SESSION

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STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Traffic Engineer Bill Baranowski, Community Engagement Director Tauni Barker, Police Lieutenant Richard Bell, Mayor Dirk Burton, Public Works Director Brian Clegg, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, Fire Chief Derek Maxfield, Water Systems Lead Tom McOmie, Assistant City Attorney Duncan Murray, City Engineer Nate Nelson, Economic Development Director Chris Pengra, Assistant City Attorney David Quealy, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

PUBLIC: Kenny Yue

CALL TO ORDER

Chair McConnehey called the work session to order at 5:30 p.m. and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19, dated November 12, 2020 and effective for 30 days.

A. Memorials, Monuments, and Naming of Public Spaces

Public Works Director Brian Clegg informed the Council that the City received a donation from someone wanting to pay for the remaining nine memorial benches to be placed at Veterans Memorial Park. He explained that the current City process to accept donations for a memorial bench was long and complicated. Mr. Clegg suggested the following changes to City Code:

- “high level of community support” and “significant contribution” should be clearly defined;
- 8-15-4A(3) should be removed;
- 8-15-4B should be amended to allow naming of persons posthumously or living;
- 8-15-4C should allow consent of trustees when appropriate;
- 8-15-4D should be revised;
- 8-15-4H should be removed; and
- 8-15-11 regarding appeals to the Mayor should be reviewed for relevance.

Council Member Pack said he agreed the current process was complicated and should be more user-friendly. Mr. Clegg listed the sixteen steps in the current process and suggested some of the steps should be reduced/removed to simplify the process. Council Member Green spoke in favor of an established donor application form to donate a memorial bench for a specified dollar amount, with the City responsible for following through with purchase and installation. Mr. Clegg responded that every donation scenario was different. He said the Fee Schedule did not currently include an application fee for memorials or park benches. Chair McConnehey and Council Members Green and Whitelock stated they were not in favor of charging an application fee for memorial donations.

Chair McConnehey said he believed much of the existing process should be removed from Code and processed administratively through the Mayor's Office. Council Member Whitelock said it did not make sense to make people jump through hoops to donate something nice to the City, and agreed the process should be simplified. Council Member Green said he believed the posthumous requirement was unnecessary, and said he agreed with making a majority of the process administrative. He spoke in favor of having an established form and cost, with the City facilitating purchase and installation. Council Member Pack spoke in favor of consistency and simplifying the process. He said he agreed an application fee was not necessary.

Council Member Whitelock suggested memorial donations below a certain monetary value did not need to involve the City Council. Council Member Green said he believed naming of a park or building needed to be by resolution of the City Council but agreed that donations below a certain monetary value should not need Council approval.

City Attorney Robert Wall pointed out that the existing ordinance was written under the previous form of government. He advised the Council to think about the extent to which they wanted the Mayor to have the decision-making authority in that context, and what they would represent as the City's message. He suggested the Council had provided enough feedback for Staff to put together a first draft. Chair McConnehey suggested scheduling another discussion to provide further direction before beginning a revision. Council Member Green suggested adding naming rights for City buildings/facilities to the discussion.

Chair McConnehey thanked Mr. Clegg for bringing the discussion to the Council.

B. Ranked Choice Voting

Council Office Director Alan R. Anderson explained that the West Jordan City Council adopted Resolution No. 18-211 on December 12, 2018 to participate in a ranked-choice voting pilot program with the expectation of possible increased voter turnout, possible increased civility among candidates, and elimination of a primary election. The City Council rescinded the decision with Resolution No. 19-62 on March 13, 2019, following news that Salt Lake County would not be able to provide ranked-choice voting services, and considering the upcoming change in form of government. Mr. Anderson provided an update on 2019 Legislative actions regarding instant-runoff voting/ranked-choice voting and reported that cities must adopt or withdraw from the option by April 15. Participation would move the candidate filing deadline from June to August, and no primary election would be held. He reported that Salt Lake County indicated they would now be able to provide ranked-choice voting services, spoke of potential costs that might offset some of the savings from not holding a primary election, and said Staff recommended budgeting the same amount as traditionally budgeted for elections.

Council Member Jacob commented that ranked-choice voting was used at both State and County Republican Conventions in 2020 and appeared to go smoothly. He said the result was a candidate that had more buy-in from more people and expressed support for participating in ranked-choice voting with community education efforts.

Council Member Pack agreed with the need for voter education whenever something new was tried. He thanked Mr. Anderson for the presentation and said it would be nice to study what had been done in other areas to anticipate and be ready for any possible issues.

Chair McConnehey said he spent time in Australia during a ranked-choice voting election. He said he was not opposed to trying the method, emphasized the need for substantial outreach/education, and said he did

not expect the City to realize significant cost savings. Chair McConnehey suggested no more than three or four candidates on a ballot.

Council Member Green said he was intrigued by ranked-choice voting. He pointed out that three Council seats were up for election in November 2021. He spoke of the need for voter education, and said he hoped the costs would be similar to election costs in past years. Council Member Green said he would prefer to have West Jordan out front on this issue, especially if the Legislature decided to apply pressure. Council Member Pack said it seemed to him that the method would eliminate the need for mud-slinging between candidates. He said he agreed with the idea of being proactive and out front on the issue.

Chair McConnehey said there were many more details to understand. Council Member Worthen said she would be interested in further information from Staff and further discussion. Mr. Anderson said he would bring the issue back with more information.

C. New Business

The Council reviewed a list of new business items expected to appear on future meeting agendas.

a. 2021 Executive Committee Re-Appointments [Dirk Burton, Mayor]

The Mayor and Council discussed 2021 Executive Committee Re-Appointments, and the current limit on the number of terms a citizen was allowed to serve on the Planning Commission.

b. Request to vacate the entirety of 6300 West Street, 9350 South Street, and 6370 West Street of the Dannon Way Industrial Park subdivision plat recorded January 2, 2019. [Larry Gardner, City Planner/Zoning Administrator]

Community Development Director Scott Langford reported regarding a request to vacate the entirety of 6300 West Street, 9350 South Street, and 6370 West Street of the Dannon Way Industrial Park subdivision. The vacation was a simple adjustment of lines on a map there was no development or underground utilities that needed adjusting.

c. Ordinance No. 20-47 amending Title 2, Chapter 1, Section 1 regarding Executive Branch Committees [Korban Lee, Chief Administrative Officer/Kelvin Green, City Council Chair]

Chief Administrative Officer Korban Lee briefly reported regarding an amendment to Executive Branch Committees. The amendment would clarify that internal executive branch committees comprised of City employees are not subject to Title 2, but rather governed by the Mayor as a matter of City operations. Providing the Mayor with the express authority to create internal employee committees will increase government efficiency.

Chair McConnehey adjourned the work session at 6:47 p.m.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on December 2, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this _____ day of _____ 2020



MINUTES OF THE CITY OF WEST JORDAN CITY COUNCIL MEETING

Wednesday, December 2, 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

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

STAFF: IT Director Robert Allred, Council Office Director Alan R. Anderson, Traffic Engineer Bill Baranowski, Community Engagement Director Tauni Barker, Police Lieutenant Richard Bell, Mayor Dirk Burton, Public Works Director Brian Clegg, GIS Administrator Clint Hutchings, Community Development Director Scott Langford, Chief Administrative Officer Korban Lee, Fire Chief Derek Maxfield, Water Systems Lead Tom McOmie, Assistant City Attorney Duncan Murray, City Engineer Nate Nelson, Economic Development Director Chris Pengra, Assistant City Attorney David Quealy, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, and City Attorney Robert Wall

PUBLIC: Gregory Baser, John Barclay, Kenny Yue, Thomas McMurtry

1. **CALL TO ORDER**

Chair McConnehey called the meeting to order at 7:00 p.m., and read a Notice of Declaration regarding electronic meetings without an anchor location due to COVID-19 dated November 12, 2020, and effective for 30 days.

2. **PLEDGE OF ALLEGIANCE**

IT Director Robert Allred led participants in the pledge of allegiance.

3. **CITIZEN COMMENT**

Chair McConnehey opened the citizen comment period at 7:02 p.m.

Citizen Comments:

None

Chair McConnehey closed the citizen comment period at 7:05 p.m.

4. **REPORTS TO CITY COUNCIL**

i. Council Office Report

Council Office Director Alan Anderson said he had nothing to report. Chair McConnehey thanked Mr. Anderson for all his work and communication with the Council.

ii. City Council Reports

Council Member Worthen –

- Reminded the Council of a budget meeting scheduled for the next evening.
- Reported that students at all but one school in the City had returned to attending classes in person.

Council Member Jacob –

- Reported the Land-Use Subcommittee was continuing to meet, and reported on a recent Joint Advisory Committee Meeting.

iii. Mayor's Report

Mayor Dirk Burton said he was excited for the holiday season. He suggested the Council receive a report from the Mosquito Abatement Board at an upcoming meeting. The Mayor spoke of upcoming socially-distanced community events, and reported that COVID-19 numbers in West Jordan had decreased.

iv. Chief Administrative Officer's Report

Chief Administrative Officer Korban Lee requested Council feedback on the preferred way to handle media exposure of particular incidents. He said he anticipated presenting an analysis of the use of space at City Hall to the Council in January 2021.

Public Works Director Brian Clegg updated the Council on the status of a tank repair project, a recent water line break, and a trail bridge project. Economic Development Director Chris Pengra provided an update on commercial projects, and answered questions from the Council.

Administrative Services Director Danyce Steck reported that electronic City utility billing would begin in the next week. Council Member Whitelock asked if it would be possible to more clearly explain the new water rates to citizens and asked if many community members were calling Staff with questions. Ms. Steck said she would work with the Community Engagement Department to increase education regarding water rates and patterns of use.

v. Unfinished Business

The Council reviewed a list of unfinished business items from previous Council agendas.

5. CONSENT ITEMS

None

6. PUBLIC HEARINGS

a. Memorial Benches

Water Systems Lead Tom McOmie explained that funds were received by the City from a private donor to pay for the purchase and placement of nine memorial benches at Veterans Memorial Park. He showed a diagram of the Military Services Memorial, and pointed out where the additional benches would be placed. Public Works Director Brian Clegg showed an image of the planned memorial benches. He confirmed there would be space for additional memorial benches if more donations were received in the future. Mr. McOmie explained the recommendation to approve purchase of six new benches to replace the memorial benches already around the monument, and said he would reach out to the donors of the six benches and explain the change to an improved design.

Chair McConnehey opened the public hearing at 7:45 p.m.

Citizen Comments:

Rae Boren, West Jordan resident, said she was passionate about the memorial bench project, and said one of the memorial benches would recognize her grandfather. She said she knew there were many people who would like to sit and reflect on veterans, and expressed appreciation for Mr. McOmie's efforts on the project.

Chair McConnehey closed the public hearing at 7:48 p.m.

MOTION: Council Member Green moved to approve Resolution No. 20-74 approving a private donation to purchase and locate nine new Veteran benches in the Military Services Monument and approve the purchase of six additional Veteran benches to replace existing Veteran benches.

Council Member Pack seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

b. Active Transportation Plan

City Traffic Engineer Bill Baranowski presented changes made to the proposed Active Transportation Plan since last reviewed by the Council, and emphasized that projects were implemented and completed when opportunities arose. He showed photographs of trail projects recently completed, and spoke of outside funding sources that would be available after adoption of the proposed Active Transportation Plan.

Chair McConnehey opened the public hearing at 7:59 p.m.

Citizen Comments:

Thomas McMurtry, West Jordan resident, expressed excitement for several of the projects shown.

Chair Chris McConnehey closed the public hearing at 8:02 p.m.

Council Member Green said he was concerned about the 2700 West portion of one of the projects, and said he was concerned that the priority list was just a way to secure funding. He expressed the opinion that a wish list should be called a wish list, and said there should be a priority list for City-funded projects.

Council Member Whitelock thanked Mr. Baranowski for his presentation and asked about plans for 2700 West. Mr. Baranowski responded that each section of 2700 West would be treated differently to meet the needs of the neighborhoods. Council Member Whitelock said she would prefer to have solid data and criteria for making decisions. Mayor Burton shared his perspective on bike lanes as a cyclist. Council Member Whitelock urged the Council to make plans and decisions based on objective data that would continue to be relevant through changes in elected officials. Council Member Pack said he had received feedback from residents concerned about the safety of children riding bikes.

Chair McConnehey said he believed the Active Transportation Plan still needed to “mature”, but said he believed adding a bike portion to the Master Transportation element of the General Plan would be beneficial, and would be in favor of approving the material proposed knowing that modifications could be made in the future.

MOTION: Chair McConnehey moved to approve Ordinance No. 20-29 approving the addition of the Active Transportation Plan as part of the Master Transportation element of the General Plan.

Council Member Jacob seconded the motion.

The vote was recorded as follows:

Council Member Green	No
Council Member Jacob	Yes
Council Member Lamb	Yes
Council Member Pack	Yes
Council Member Whitelock	Yes
Council Member Worthen	Yes
Chair McConnehey	Yes

The motion passed 6-1.

7. BUSINESS ITEMS

a. Performance Measures Report – Geographic Information Systems

GIS Administrator Clint Hutchings explained that a geographic information system (GIS) integrated hardware, software, and data for capturing, managing, analyzing, and displaying all forms of geographically referenced information. He reported on GIS Department staffing, as well as recent and current projects, including commercial impervious property calculations, Fire Department drive time zones, citizen service request dashboard, asset management, and usage reports. Chair McConnehey thanked Mr. Hutchings for the report.

b. West Jordan Airport Advisory Board Update

Mayor Dirk Burton introduced Greg Baser with the Airport Advisory Committee and commented that Council Member Green was currently serving as the City's liaison to the Airport Advisory Board. Mr. Baser said the Airport Advisory Committee's current initiatives included communications with the West Jordan Mayor's Office regarding development of a master plan for the South Valley Regional Airport, and identifying events the City could host to utilize the Airport to the benefit of the West Jordan community. He explained that Salt Lake City had recently put out an RFP to develop a master plan, and listed projects and amenities that could be added to improve safety and benefit the West Jordan economy:

- Developing the east side
- Adding a VFR tower
- Airport museum & educational center
- Change the landing pattern when landing south
- Establishing a long-term Fixed Base Operator
- Building additional hangar space

Responding to a question from Council Member Green, Mr. Baser said he was aware that any agreements with West Jordan moving forward would need to include extending the lease for soccer fields to the south of the Airport. Responding to a question from Council Member Whitelock, Mr. Baser provided additional detail on the proposed change in landing pattern. Council Member Whitelock emphasized that the soccer fields were vital to the City of West Jordan. Chair McConnehey expressed support for a standard landing pattern, and said a VFR tower would be phenomenal. Mayor Burton thanked Mr. Baser for the report.

c. *Water and Sewer Interlocal Agreements*

City Engineer Nate Nelson oriented the Council with a proposed amendment to the Water and Sewer Interlocal Cooperation Agreement with the Kearns Improvement District (KID). He explained that potential to add area to the KID had been considered, but not proposed at that time. The proposed amendment addressed the following:

- Anticipated future development areas would be serviced with water and sewer by KID;
- Encroachment permit required for KID to work in City streets with exceptions for emergencies;
- Future plats and plans to be reviewed by both parties;
- Designated locations of water and sewer pipes within streets;
- Resolution of conflicts by mutual consent; and
- Extended the term of the agreement.

Responding to a question from Council Member Green, CAO Korban Lee said Staff had discussed the possibility of the City asking KID to include a fee for use of City right-of-way on contracts with West Jordan customers.

MOTION: Council Member Green moved to approve Resolution No. 20-75 approving the First Amendment to the Water and Sewer Interlocal Cooperation Agreement with Kearns Improvement District and authorize the Mayor to execute the First Amendment. Council Member Whitelock seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

d. *Election Code Amendments*

Assistant City Attorney David Quealy presented amendments to Election Code requested by the Council at a previous Council meeting.

MOTION: Council Member Green moved to approve Ordinance No. 20-44 updating the West Jordan City Election Code elements into Title 1, Chapter 15. Council Member Lamb seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

e. FY2019/2020 Comprehensive Annual Financial Report

Administrative Services Director Danyce Steck presented a Comprehensive Annual Financial Report for FY2020. She reported the General Fund ended FY2020 with \$11,605,515 in reserves, and the City received a clean audit opinion. Ms. Steck explained that the CIP Fund was restored to a positive balance, and said she was pleased with the more financially stable direction the City was moving.

Responding to a question from Council Member Whitelock, Ms. Steck explained the property tax benefit of growth to the City. Council Member Green said he believed the City was doing things right in economic development. He thanked Ms. Steck for all her work.

MOTION: Council Member Whitelock moved to approve Resolution No. 20-76 accepting the FY Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020. Council Member Worthen seconded the motion.

The vote was recorded as follows:

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

The motion passed 7-0.

8. REMARKS

Council Member Pack –

- Gave a shout-out to his mom in a retirement community in Taylorsville, and expressed appreciation to all who acted with kindness toward others and were striving to make the world a better place.

Council Member Green –

- Asked if the Council was interested in proactively scheduling a discussion about helipads near residential areas. A majority of the Council expressed support for scheduling the issue for discussion in a work session.
- Said he was looking forward to the opening of high school basketball.

Council Member Worthen –

- Gave a shout-out to her neighborhood in the Teton Estates area for the effort put into a drive-thru nativity event.

Council Member Lamb –

- Thanked the Public Works Department for their quick response to a recent waterline break.

Chair McConnehey –

- Expressed appreciation for talented, dedicated City employees. Council Member Pack echoed his appreciation.
- Shared a meeting agenda planner/tracker with the Council, and emphasized that agenda plans changed frequently.

9. ADJOURN

Council Member Whitelock moved to adjourn the meeting, and Council Member Worthen seconded the motion. All voted in favor and the motion passed unanimously. The meeting adjourned at 9:47 pm.

I, Cindy Quick, hereby certify that the foregoing minutes represent an overview of what occurred at the meeting held on December 2, 2020. This document constitutes the official minutes for the West Jordan City Council Meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this _____ day of _____ 2020

DRAFT