



**THE CITY OF WEST JORDAN
FAIRWAY ESTATES SPECIAL SERVICE
RECREATION DISTRICT MEETING
April 26, 2023**

Thomas M. Rees Justice Center
8040 S Redwood Road
West Jordan, UT 84088

Zoom Webinar ID: 899 6603 5335 Password: 8000 [Click Here to Join](#)

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- *In your web browser, go to join.zoom.us and enter the **Webinar Meeting ID: 899 6603 5335** and **Password: 8000***
- *On your phone dial one of the following numbers: 346-248-7799 or 312-626-6799 and enter **Webinar Meeting ID: 899 6603 5335** and **Password: 8000***
- *Parties may also view the meeting live-streamed on the [City of West Jordan's YouTube Channel](#)*

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**FAIRWAY ESTATES SPECIAL SERVICE RECREATION
DISTRICT – 6:00 pm (or as soon thereafter as possible)**

1. CALL TO ORDER

2. BUSINESS ITEMS

- a. Resolution No. 009 adopting the Tentative Budget for the West Jordan Fairway Estates Special Service Recreation District for Fiscal Year 2024 and setting June 14, 2023 as the date for a public hearing regarding the adoption of the final budget and setting the property tax rate.

3. CONSENT ITEMS

Routine items on the Consent Agenda not requiring public discussion by the board or which have been discussed previously may be adopted by one single motion. A board member may request to remove an item from the consent agenda for individual discussion and consideration.

a. Approve Meeting Minutes

- April 12, 2023 – Fairway Estates Special Service Recreation District Meeting

4. ADJOURN

Interested parties may contact the Board PRIOR to the meeting in one of the following ways: (your comment will not be part of the meeting but will be provided to all members of the board)

- Call the 24-hour Public Comment Line PRIOR to the meeting and leave a message: **(801) 569-5052**. Please include your name and phone number.
- Send an email to councilcomments@westjordan.utah.gov. Please include your name and phone number.

You can follow the City Council on Twitter @WJCityCouncil and on Facebook @WestJordanCityCouncil

In accordance with the Americans with Disabilities Act, the City of West Jordan will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the West Jordan City Council Office at 801-569-5017, providing at least three working days' advance notice of the meeting.

ELECTRONIC PARTICIPATION

One or more board members may participate electronically in this meeting using online video conferencing technology per Utah Code (§52-4-207) and West Jordan City Ordinance 1-13-1-E. Members' participation via electronic communication will be broadcast and amplified so other members and all other persons present in the chambers will be able to hear or see the communication.

INTELLECTUAL PROPERTY PERMISSION NOTICE

By attending this meeting/event, you consent to the use of your photograph, voice, likeness, and image in broadcasts of this meeting/event, and in subsequent productions drawn from video or audio recordings of this meeting/event, in the sole and absolute discretion of the City of West Jordan. The city retains copyright for all video and audio recordings. Video and audio recordings may not be modified, manipulated, or distributed in any way without the express written consent of the City's Chief Executive Officer.

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, Deseret News, and the West Jordan Journal.

Please note: agenda items are subject to change and may be reordered or tabled in order to accommodate the needs of the board, staff, and public.

Posted and dated April 20, 2023 Cindy M. Quick, MMC, Council Office Clerk



REQUEST FOR BOARD ACTION

Action: Need Board to take action

Meeting Date Requested : 04/26/2023

Presenter: Danyce Steck

Deadline of item : 04/26/2023

Applicant: Danyce Steck

Department Sponsor: Admin. Services

Agenda Type: BUSINESS ITEMS

Time Requested: 5 minutes presentation, 10 minutes Board

(Board Members may elect to provide more or less time)

1. AGENDA SUBJECT

Resolution No. 009 adopting the Tentative Budget for the West Jordan Fairway Estates Special Service Recreation District for Fiscal Year 2024 and setting June 14, 2023 as the date for a public hearing regarding the adoption of the final budget and setting the property tax rate.

2. EXECUTIVE SUMMARY

The Board formally accepted the Tentative Budget in a regularly scheduled public meeting on April 12, 2023.

This meeting is to consider Resolution No. 009 adopting the tentative budget and setting a date for the public hearing regarding the adoption of the final budget and setting the property tax rate. It is proposed that the Board consider the adoption of the final budget on June 28th.

3. TIME SENSITIVITY / URGENCY

April 12: Executive Director to “file” tentative budget with Board of Trustees.

April 26: Board of Trustees to consider the tentative budget for adoption and set a date and time for a public hearing regarding the adoption of the final budget and the setting of the property tax rate.

June 14: Hold a public hearing on the adoption of the final budget and the setting of the property tax rate.

June 28: Consider the adoption the final budget and setting of the property tax rate, or declaration of Truth-in-Taxation

July/August: Public hearing and truth-in-taxation process to set the property tax rate and/or amend the budget.

4. FISCAL NOTE

Revenue	\$ 11,535
Expense	(26,000)
Use of Reserves	(\$ 14,465)

5. PLANNING COMMISSION RECOMMENDATION

N/A

6. STAFF ANALYSIS

Staff recommends approving Resolution No. 009 adopting the Tentative Budget for the West Jordan Fairway Estates Special Service Recreation District for Fiscal Year 2024 and setting June14, 2023 as

the date for a public hearing regarding the adoption of the final budget and setting of the property tax rate.

7. MOTION RECOMMENDED

Move to approve Resolution No. 009 adopting the Tentative Budget for the West Jordan Fairway Estates Special Service Recreation District for Fiscal Year 2024 and setting June 14, 2023 as the date for a public hearing regarding the adoption of the final budget and setting of the property tax rate.

8. MAYOR RECOMMENDATION

N/A

9. PACKET ATTACHMENT(S)

Resolution No. 009
FESSRD Tentative Budget for FY2024

10. OTHER INFORMATION

Legal References:

Per Utah State Code §17D-1-106(1)(d), "A special service district is, to the same extent as if it were a local district, subject to and governed by: . . . (d) Title 17B, Chapter 1, Part 6, Fiscal Procedures for Local Districts; [and] (e) Title 17B, Chapter 1, Part 7, Local District Budgets and Audit Reports."

Per Utah State Code §17B-1-607(1), "On or before the first regularly scheduled meeting of the board of trustees in . . . May for a fiscal year entity, the budget officer of each local district [or special service district] shall prepare for the ensuing year, in a format prescribed by the state auditor, and file with the board of trustees a tentative budget for each fund for which a budget is required."

Per Utah State Code §17B-1-607(4), "The board of trustees shall review, consider, and tentatively adopt the tentative budget in any regular meeting or special meeting called for that purpose and may amend or revise the tentative budget in any manner that the board considers advisable prior to public hearings"

Per Utah State Code §17B-1-609(1), "At the meeting at which the tentative budget is adopted, the board of trustees shall: (a) establish the time and place of a public hearing to consider its adoption; and (b) except as provided in Subsection 6 [mailing notice of hearing to individual residents], order that notice of the hearing (i) be posted in three public places within the district and (ii) be published at least seven days before the hearing on the Utah Public Notice Website created in Section 63A-16-601."

Per Utah State Code §17B-1-610, "At the time and place advertised . . . the board of trustees shall: (1) hold a public hearing on the budgets tentatively adopted; and (2) give all interested persons in attendance an opportunity to be heard on the estimates of revenues and expenditures or any item in the tentative budget of any fund."

Per Utah State Code §17B-1-611, after the public hearing, the Board has continuing jurisdiction and 1) may do the following: (a) continue to review the tentative budget; (b) insert any new items; or (c) increase or decrease items of expenditure that were the proper subject of consideration at the public hearing. The Board may not decrease the amount appropriated for debt retirement and interest or reduction of any existing deficits. The Board shall increase or decrease the total

anticipated revenue to equal the net change in proposed expenditures in the budget of each fund.

Per Utah State Code §17B-1-614, the Board is to adopt, by resolution, a budget for the ensuing fiscal year for each fund for which a budget is required.

Per Utah State Code §17B-1-627 and 59-2-912(2), the Board must set the property tax rates no later than 14 days after receiving the certified tax rate.

1 FAIRWAY ESTATES SPECIAL SERVICE RECREATION DISTRICT
2 A Special Service Recreation District

3
4 **RESOLUTION NO. 009**

5
6 **A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR THE**
7 **FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**
8 **AND SCHEDULING A PUBLIC HEARING TO RECEIVE COMMENT**
9 **BEFORE THE ADOPTION OF THE FINAL BUDGET.**

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11 WHEREAS, the Board of the Fairway Estates Special Service Recreation District (the
12 District) is required to review, consider, and adopt the tentative budget in a regular or special
13 meeting called for that purpose; and

14
15 WHEREAS, the tentative budget adopted by the Board and all supporting schedules and
16 data shall be a public record in the City Recorder's Office and on the City website, available for
17 public inspection for a period of at least ten (10) days prior to the adoption of the District's final
18 budget; and

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20 WHEREAS, at the meeting in which the tentative budget is adopted, the Board shall
21 establish the time and place to receive public comment on the budget and shall order that notice
22 thereof be published at least seven (7) days prior to the hearing as required in State law; and

23
24 WHEREAS, the purpose of the hearing is to receive public comment before adoption of
25 the final budget.

26
27 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE FAIRWAY
28 ESTATES SPECIAL SERVICE RECREATION DISTRICT:

29
30 *Section 1.* The tentative budget for fiscal year 2024, submitted herewith, is hereby adopted
31 and is ordered to be filed and maintained as a public record, available for public inspection in the
32 City Recorder's Office at West Jordan City Hall temporarily located at 8523 South Redwood Road,
33 First Floor, West Jordan, Utah and the City website at www.westjordan.utah.gov until adoption of
34 the final budget.

35
36 *Section 2.* A public hearing to receive comment before the District's final budget is adopted
37 shall be held on Wednesday, June 14, 2023 at approximately 6:00 pm in the Thomas M. Rees
38 Justice Center located at 8040 South Redwood Road, First Floor, West Jordan, Utah.

39
40 *Section 3.* The Council Office Clerk shall publish notice of said public hearing consistent
41 with requirements of Section 17B-1-609 of the Utah Code Annotated.

42
43 *Section 4.* The budgets for the fund described above show balanced revenues and
44 expenditures in the following total amounts:

45
46 Fairway Estates Fund \$26,000
47

48 ADOPTED by the Board of the West Jordan City Fairway Estates Special Service
49 Recreation District this 26th day of April 2023.

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BOARD OF THE FAIRWAY ESTATES SPECIAL
SERVICE RECREATION DISTRICT

Christopher McConnehey
Chairperson

ATTEST:

Cindy M. Quick, MMC
Council Office Clerk

Voting by the City Council

"YES" **"NO"**

Board Chairperson Christopher McConnehey	<input type="checkbox"/>	<input type="checkbox"/>
Board Vice Chairperson Pamela Bloom	<input type="checkbox"/>	<input type="checkbox"/>
Board Member Kelvin Green	<input type="checkbox"/>	<input type="checkbox"/>
Board Member Zach Jacob	<input type="checkbox"/>	<input type="checkbox"/>
Board Member Kayleen Whitelock	<input type="checkbox"/>	<input type="checkbox"/>
Board Member David Pack	<input type="checkbox"/>	<input type="checkbox"/>
Board Member Melissa Worthen	<input type="checkbox"/>	<input type="checkbox"/>



FAIRWAY ESTATES
SPECIAL SERVICE
DISTRICT
FISCAL YEAR 2024
ANNUAL
BUDGET

westjordan.utah.gov





FISCAL YEAR

Fairway Estates Special Service Recreation District 2024 Annual Budget

BOARD MEMBERS

Board Chair, District 1 Chris McConnehey
Board Member, District 2 Melissa Worthen
Board Member, District 3 Zach Jacob
Board Member, District 4 David Pack
Board Vice-Chair, At-Large Pamela Bloom
Board Member, At-Large Kelvin Green
Board Member, At-Large Kayleen Whitelock

ADMINISTRATION

Executive Director Mayor Dirk Burton
Chief Administrative Officer Korban Lee

BUDGET COMMITTEE

Mayor Dirk Burton
Chief Administrative Officer Korban Lee
Administrative Services Director Danyce Steck
Budget & Management Analyst Becky Condie



FAIRWAY ESTATES

SPECIAL SERVICE RECREATION DISTRICT

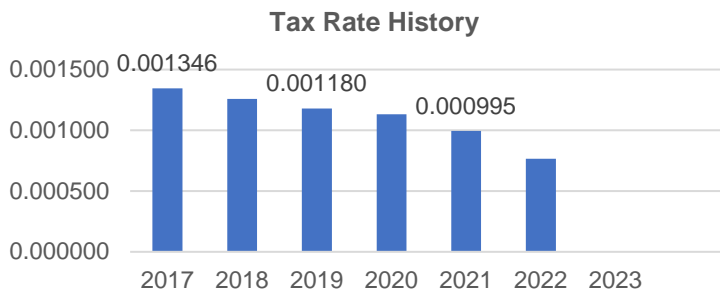
FUND DESCRIPTION & PURPOSE

The Fairway Estates Special Service Recreation District is a separate taxing entity created to provide park strip landscaping services to the area within the district. The service demand is in excess of normal city-provided services.

GOVERNING BOARD

The District 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 setting the annual property tax rate, electing trustees and officers.

PROPERTY TAX RATE HISTORY



Tax Year	Tax Rate
2017	0.001346
2018	0.001258
2019	0.001180
2020	0.001132
2021	0.000995
2022	0.000766
2023	0.000766

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 2022	Adopted Budget FY 2023	Estimated Actual FY 2023	Annual Budget FY 2024	FY24 to FY23 Budget
Revenue					
1 250-311000	\$ 10,224	\$ 10,135	\$ 10,135	\$ 10,135	
2 250-312000	-	-	-	-	
3 250-316000	943	700	700	400	
4 250-319000	-	10	-	-	
5 250-361000	261	-	1,500	1,000	
6	11,428	10,845	12,335	11,535	6%
Expenditures					
7 250-427000	(3,324)	(3,500)	(7,500)	(8,000)	
8 250-448000	-	-	-	-	
9 250-462100	(9,176)	(12,000)	(15,000)	(18,000)	
10	(12,500)	(15,500)	(22,500)	(26,000)	68%
11 Net change	\$ (1,072)	\$ (4,655)	\$ (10,165)	\$ (14,465)	

**MINUTES OF THE CITY OF WEST JORDAN
FAIRWAY ESTATES SPECIAL SERVICE
RECREATION DISTRICT MEETING**

Wednesday, April 12, 2023 - 7:35 PM
Waiting Formal Approval

Thomas M. Rees Justice Center
8040 S Redwood Road
West Jordan, UT 84088

FAIRWAY ESTATES SPECIAL SERVICE RECREATION DISTRICT

1. CALL TO ORDER

BOARD: Chairperson Chris McConnehey, Vice Chairperson Pamela Bloom (absent), Kelvin Green, Zach Jacob, David Pack, Kayleen Whitelock, Melissa Worthen

STAFF: Council Office Director Alan R. Anderson, Mayor Dirk Burton, City Attorney Josh Chandler, Budget & Management Analyst Rebecca Condie, Assistant City Manager Jamie Davidson, Policy Analyst & Public Liaison Cassidy Hansen, City Administrator Korban Lee, Council Office Clerk Cindy Quick,

Chair McConnehey called the meeting to order at 7:35 pm

2. BUSINESS ITEMS

a. Acceptance of receipt of the proposed Tentative Budget for the Fairway Estates Special Service Recreation District for Fiscal Year 2024

Budget/Management Analyst Becky Condie reported that the Fiscal Year 2024 budget provides park strip landscaping services to the area within the district. Because it is in excess of the normal city service level, a separate tax rate is assessed to the properties. In the past, the budget has had four years of reserves. However, with the increasing costs for the contract for landscaping services and increasing utility costs, this the balance will be reduced substantially to cover those costs. Staff anticipates that a tax increase will be necessary. The board was asked if they would like to schedule a meeting to receive further details and discuss what an increase might look like to sustain the special service district.

A majority of Board Members requested an email providing an option to increase the tax rate by .5% this year to see how it would affect the budget moving forward.

MOTION: Board Member Green moved to accept the Tentative Budget for the Fairway Estates Special Service Recreation District for Fiscal Year 2024. Board Member Jacob seconded the motion. All voted in favor and the motion passed unanimously (6-0).

3. CONSENT ITEMS

a. Approve Meeting Minutes

- June 22, 2022 – Fairway Estates Special Service Recreation District Meeting

MOTION: Board Member Green moved to approve the minutes. Board Member Whitelock seconded the motion. All voted in favor and the motion passed unanimously (6-0).

4. ADJOURN

Motion: Board Member Green moved to adjourn the meeting. Board Member Whitelock seconded the motion. All voted in favor and the motion passed unanimously (6-0).

The meeting adjourned at 7:45 pm

I, Cindy Quick, hereby certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on April 12, 2023. This document constitutes the official minutes for the City of West Jordan Fairway Estates Special Service Recreation District meeting.

Cindy M. Quick, MMC
Secretary

Approved this ____ day of ____ 2023

DRAFT