



**MINUTES OF THE CITY OF WEST JORDAN  
COMMITTEE OF THE WHOLE  
Wednesday, May 17, 2023 – 6:00 pm  
Approved June 14, 2023**

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

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## **1. CALL TO ORDER**

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

**STAFF:** Council Office Director Alan Anderson, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Public Utilities Director Greg Davenport, Assistant City Administrator Jamie Davidson, City Planner/Zoning Administrator Larry Gardner, Policy Analyst Cassidy Hansen, Senior Planner Tayler Jensen, Community Development Director Scott Langford, City Administrator Korban Lee, Fire Chief Derek Maxfield, Economic Development Director Chris Pengra, Council Office Clerk Cindy Quick, Administrative Services Director Danyce Steck, Police Chief Ken Wallentine

Chair McConnehey called the Committee of the Whole to order at 6:01 pm and noted that Council Members Melissa Worthen and David Pack were absent.

## **2. DISCUSSION TOPICS**

***a. Presentation and discussion updating the City Council on the progress of the three Station Area Plans: West Jordan City Center, Historic Gardner, and Bingham Junction***

*Council Member Pack joined via Zoom at 6:03 pm*

Council Member Whitelock briefly described what was involved with a Station Area Plan. She noted that South Jordan and Midvale both had station areas that overlapped the radius of West Jordan station areas. Midvale expressed interest in working with West Jordan on a Station Area Plan, both cities received a grant to design a plan, representatives of the cities met, and open houses were held.

Senior Planner Tayler Jensen showed a list of Station Area Plan goals, a timeline of stakeholder meetings, survey results, portions of City Center and Historic Gardner Station Area Plan concepts and outlined the next steps in the process.

Council Member Jacob would be in favor of more mixed-use throughout the City Center, Historic Gardner, and Bingham Junction station areas, with density to support commercial, he could see a possibility for something like a second “downtown”. Council Member Jacob encouraged restarting with a blank canvas.

Council Member Green said UTA had indicated willingness to consider a free-fare-zone between the three stations. He expressed the opinion that high-density housing south of the tracks in the Historic Gardner SAP would be the first step in eliminating agricultural land the Council had previously indicated a desire to preserve. He would be against putting high-density housing on the old AMI property. He was in favor of a cemetery expansion. Council Member Jacob reiterated that he was in favor of planning an urban center between the three stations. Council Member Green repeated that he was in favor of preserving the historic nature of the Historic Gardner station area.

Jordan Swain, Planner with the Design Workshop, believed both Council Member Jacob and Council Member Green were on point. He felt the area had the potential to create a true city center and at the same time preserve cultural areas. He shared an idea that would involve the City Center station area being the densest, becoming less dense as they moved through the area, and more open going west.

*Council Member Pack joined in person at 6:32 pm*

Vice Chair Bloom appreciated both points of view and believed a compromise could be found. She expressed the desire to bring something unique and special to the area.

Council Member Pack agreed with the idea of mixed-use and enjoyed hearing the different ideas. Council Member Jacob noted his belief that farmland would eventually undergo transformation and be developed into something new. He requested that the Council prepare a vision for that future day. Council Member Whitelock agreed with the thought of the City developing and progressing, and wanted to honor the history of the City. She suspected the State Legislature would contribute financially if the right plan were presented. Council Member Whitelock hoped to maintain uniqueness while planning something grand.

**b. FY 2024 Tentative Budget – General Fund discussion**

Administrative Services Director Danyce Steck mentioned that department representatives were available to answer questions from the Council. Ms. Steck identified a calculation error on the General Fund Reserves spreadsheet. Council Member Green proposed the error may have occurred due to the use of Excel and expressed support for using one-time funds to invest in software that would handle the process more effectively.

Council Member Whitelock expressed concern that estimated sales tax revenue for FY 2024 was too high considering the expected recession. Ms. Steck explained sales tax revenue calculations and noted the budget was reduced compared to 2022 actual figures in overall ongoing spending. Responding to a question from Council Member Green, Ms. Steck said unlike FY 2020 – FY 2023, the FY 2024 Tentative Budget did not include one-time growth funds dedicated to capital improvement projects. Ms. Steck said property tax numbers would be distributed by the County on June 8<sup>th</sup>.

Ms. Steck outlined the following budget expansion items under New Personnel:

- Two Police Officers
- One Police Sergeant

- Two Police Officers serving at Utah Attorney General’s Office with wages and benefits being reimbursed.
- One Police Records Technician
- Summer Crossing Guard Program to support school lunch programs.
- One Utility Locator
- One GIS Intern, assigned to inventory the Google Fiber system into the GIS system.
- One Parks Irrigation Specialist
- One Receptionist and Customer Service Representative, assigned for the lobby of City Hall.
- Reclassification of one part-time Budget & Management Analyst to full-time.

Responding to a question from Council Member Green, Ms. Steck confirmed, expansion of personnel was larger than new growth. She showed where West Jordan fell in a comparison of employee-to-population ratio in ten Utah cities (near the low end). Ms. Steck said the FY 2024 Tentative Budget included a 7% health premium increase, and a 4% cost-of-living adjustment (COLA). She explained changes in standard operational accounts for FY 2024.

*Council Member Pack left at 7:09 pm to join via Zoom.*

Council Member Green expressed the opinion that it was not fair to residents to ask for an increased budget if the economy was going into recession. He said there needed to be some symbolism and practical reality of going through a recession.

Ms. Steck spoke in favor of the City paying for employees to travel to receive needed training and certifications. She commented that it was less expensive to retain individuals in specialized positions than to replace them.

*Council Member Pack joined via Zoom at 7:13 pm*

Council Member Jacob said “recession” was a vague term and he did not want to budget based on something that was not defined with specific numbers. He commented that the City needed to be judicious with use of funds at all times. Council Member Green felt it did not make sense to increase the budget if sales tax revenue was going down.

Chair McConnehey shared lessons he had learned while on the Council: trust Department Heads and Supervisors to be honest with funding requests; and, when the Council acted in a vacuum, they did not necessarily see subsequent ripple effects.

Ms. Steck outlined the budgets for Equipment and Department Supplies, Professional and Technical Services, and IT Services. She explained that IT costs were allocated to each department in the FY 2024 Budget. City Administrator Korban Lee said the IT Services allocation would help staff understand the true costs of various funds.

Ms. Steck outlined individual department budgets. Tauni Barker and Ms. Steck answered questions about the Public Affairs Budget and the Non-Departmental lobbyist expenses. Chris Pengra answered questions about the Economic Development Budget.

Chief Wallentine and Ms. Steck answered questions about the Police Department Budget. Responding to a question from Council Member Green, Chief Wallentine said he estimated his department could have a good police explorer program for \$10,000 or less as long as he had good community support. Council Member Green wanted to talk more about the possibility. Mr. Lee commented that a city-wide citizen academy program would cost approximately \$20,000 per year. Council Member Whitelock thanked Chief Wallentine for taking officers through the ABLE program. She wanted a ratio specific to the West Jordan area indicating the number of officers needed for every “x” number of homes for budgeting purposes.

Chief Wallentine spoke of department programs eliminated during the pandemic that had not been reimplemented. Mr. Lee explained adjustments in the VECC budget and answered questions regarding non-emergency response times. Chief Wallentine emphasized that the priority within his department was safety. He explained that he typically aimed to avoid utilizing overtime for traffic enforcement.

*Council Member Pack logged off at 8:23 pm*

Ms. Steck and Chief Wallentine answered questions about the Crossing Guard Budget. Council Member Green expressed the opinion that taller cones were needed in some intersections for crossing guard safety. Chief Wallentine said he would look into the concern. Chief Bell spoke of crossing guard safety measures. A majority of the Council indicated support for allocating funds for a summer crossing guard program to support the summer lunch program. Council Member Whitelock requested that participation data be brought back to the Council.

Chief Maxfield and Ms. Steck answered questions about the Fire Department Budget. Council Member Green asked for baseline data to help the Council gauge the need for additional firefighters or stations over time. Vice Chair Bloom said one of her priorities was to increase the number of LUCAS chest compression systems in the City. Chair McConnehey agreed.

Ms. Steck presented an Emergency Management Budget and answered questions. Council Member Whitelock believed the City needed to purchase a water buffalo. Ms. Steck believed a majority of the Council had already indicated support, and a water buffalo would be added to the budget. Responding to a comment from Council Member Green, Greg Davenport said he believed the ideal situation would be to have a water buffalo at each water tank in the City.

Ms. Steck answered questions regarding the Community Preservation Budget. Brian Clegg and Ms. Steck answered questions about the Public Works Administration Budget, Streets Budget, and Public Services Administration Budget. Mr. Clegg spoke of the plan for traffic calming measures implemented in the last year.

**At 8:47 pm, Council Member Jacob moved to take a five-minute break. Council Member Whitelock seconded the motion, which passed by unanimous vote (5-0).**

**The Committee of the Whole reconvened at 8:55 pm**

Council Member Whitelock commented that only 325 cemetery plots were left in the City Cemetery, and she felt the nonresident fee needed to be increased. The Council briefly discussed a possible cemetery expansion, and Chair McConnehey expressed a desire to schedule further discussion. Council Member Green requested a discussion regarding the possibility of a perpetual cemetery care fund.

Staff answered questions related to the FY 2024 Tentative Parks Budget and Parks Department staffing. The Council reviewed the Council Office Budget. Council Member Green said funds for the Youth Council could be allocated from Contingency. Staff answered questions from the Council about the Mayor's Office Budget and the responsibilities of specific positions.

Josh Chandler and Ms. Steck answered questions about the City Attorney Budget and the Prosecution Office Budget. Ms. Steck presented the Administrative Services Budget, City Recorder & Customer Service Budget, and Human Resources Budget. She answered questions from Council.

The Council discussed the Non-Departmental Budget. Council Member Green expressed the opinion that funds should not be allocated to the Historical Committee unless established allocation requirements were met. Council Member Whitelock suggested the Council reevaluate the Healthy West Jordan Committee and the funds allocated.

Ms. Steck sought guidance from the Council on how to proceed with the budget. She highlighted the importance of adopting the tentative budget on May 24<sup>th</sup> and requested direction from the Council for their desired next steps. Council Member Jacob expressed the opinion that property taxes should keep up with inflation, and believed the City should go through the truth in taxation process every year as a matter of course whether or not an increase was needed. He said he was in favor of proposing truth in taxation for FY 2024 and suggested a 5% property tax adjustment as a potential high-water mark. Ms. Steck said a 5% increase would equal approximately \$890,000 and would allow for a transfer to the CIP Fund. Council Member Jacob was in favor of focusing on streetscapes and a program for artists to be able to submit art displays throughout the City to add uniqueness. He emphasized that he was not in favor of big property tax increases.

Council Member Green agreed with going through truth in taxation to get the budget right, whether or not the Council voted for a property tax increase. Ms. Steck explained that if the Council were to implement truth in taxation, a public hearing date would need to be set and the tentative budget would need to be adopted by June 30<sup>th</sup>.

Chair McConnehey would be comfortable adopting the Tentative Budget on May 24<sup>th</sup>, with continued discussions. He said he would also be comfortable implementing truth in taxation. Vice Chair Bloom expressed support for going through truth in taxation with a 5% increase. Council Member Whitelock wanted to look at the budget more before she knew how to proceed. She said it was a shame the Council was asked to decide whether or not to go through truth in taxation before they had the property tax numbers from the County.

Council Members McConnehey, Green, Bloom, and Jacob expressed support for pursuing truth in taxation with an initial 5% increase. Ms. Steck said adoption of the Tentative Budget would be set for June 14<sup>th</sup> or 28<sup>th</sup>.

Chair McConnehey requested the Council send comments and suggestions to the Council, Council Office Staff, and Ms. Steck. Responding to a comment from Council Member Green, Mr. Lee said the Consolidated Fee Schedule could be amended mid-fiscal year.

### **3. ADJOURN**

**Vice Chair Bloom moved to adjourn the meeting. Council Member Whitelock seconded the motion. All voted in favor and the motion passed unanimously (5-0).**

The meeting adjourned at 9:58 pm

*I hereby certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on May 17, 2023. This document constitutes the official minutes for the West Jordan City Committee of the Whole.*

Cindy M. Quick, MMC  
Council Office Clerk

Approved this 14<sup>th</sup> day of June 2023