



MINUTES OF THE CITY OF WEST JORDAN  
COMMITTEE OF THE WHOLE  
Tuesday, February 25, 2025 – 4:00 pm  
Approved March 11, 2025  
8000 S Redwood Road, 3rd Floor  
West Jordan, UT 84088

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## 1. CALL TO ORDER

**COUNCIL:** Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton (arrived at 4:06 pm), Zach Jacob (arrived at 4:14 pm)

**STAFF:** Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, City Planner / Zoning Administrator Larry Gardner, Policy Analyst & Public Liaison Warren Hallmark, Code Enforcement Manager Brock Hudson, Community Development Director Scott Langford, City Administrator Korban Lee, Assistant City Attorney Duncan Murray, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson

Chair Lamb called the meeting to order at 4:00 pm, and noted that Council Members Shelton and Jacob were absent, but were expected to join shortly.

## 2. DISCUSSION TOPICS

### a. *Discussion regarding Rental and Use Rates for the new West Jordan Community and Arts Center.*

Events Manager Ashley Dupler presented proposed use rates and processes for the new West Jordan Community and Arts Center. She said the reservation system and rental process would be the same as were used for other City facilities, and an event staff member would be onsite for all events open to the public. A member of the facilities team would take care of janitorial needs (with the event staff member taking care of janitorial needs during events.)

Council Member Whitelock felt strongly that something should be in place to tell West Jordan contract entities they would be responsible for damages. City Administrator Korban Lee suggested grant agreements should be updated as well. Council Member Green said it seemed confusing to give contract entities money so they could give it back. He suggested negotiating a certain monetary amount for use of the facility, and reducing the annual amount given by that much.

*Council Member Shelton arrived at 4:06 pm.*

Mr. Lee said facility use for a certain number of days per year could be negotiated, but suggested an entity may not manage the building as well if they were not paying for each use. He suggested that by increasing grant amounts and charging rental rates, entities

would take better care of the building. Mr. Lee said the City wanted performance groups in the facility just long enough for dress rehearsals and the run of a show, not for weeks ahead. He suggested groups would be more likely to treat the building well if they paid for what they used. Mr. Lee added that entities were able to apply for ZAP grants based on the size of their budgets. He spoke of trying to strike a balance between making the fees high enough that the building was used cautiously, and having fees low enough that West Jordan groups were not driven to use the Mid-valley Performing Arts Center.

Council Member Bloom suggested setting an initial trial period followed by adjustments as needed, with a structured annual review. The Council and staff discussed proposed use rates. Council Member Green questioned whether the proposed rate of \$150 would cover the City's custodial and utility costs. Chair Lamb pointed out the purpose was not to make money on the building, and suggested thinking about the facility like a City park. Council Member Green responded at least electricity and custodial costs should be covered with a rental fee. Vice Chair Whitelock said she believed it was understood from the beginning that the City would be subsidizing the facility.

*Council Member Jacob arrived at 4:14 pm.*

Mr. Lee said the hope was that the marginal earned rental revenue would match the added cost of the building being used. Responding to a question from Vice Chair Whitelock, Mr. Lee said other performance groups could be offered rental for a block of days at a time similar to what was planned for the West Jordan Cultural Arts Society (WJCAS).

Council Member Bedore said he had been involved for many years with performing arts in Midvale. He suggested allowing groups to be "partners", exchanging volunteer hours and other services for a break in the rate. Council Member Bedore said he strongly supported charging entities for every use of the building.

The Council and staff discussed security deposits, insurance requirements, and the facility's alcohol license. Mr. Lee commented the City would be providing only very basic lighting and sound equipment with the building. Entities would be able to contract with WJCAS for use of theatrical lighting and sound mixing/microphone equipment and a technician to help with operation. Council Member Bedore suggested a small fee should be charged for use of the projector and screen to cover lightbulb replacement costs. Council Member Green said the cost of replacing anything disposable should be baked into the use fee.

Mr. Lee said the proposed rate structure would mean the WJCAS would need approximately \$5,000 more annually than the current grant amount. Council Member Bedore said he believed the proposed rates were good. Vice Chair Whitelock said she would be comfortable raising the rates a bit. She compared the art center to the cemetery, and said she did not want the rates so low that non-residents took advantage of it to the point that residents could not. Council Member Green said he agreed, and suggested changing the verbiage from "performance day" to "event day". Vice Chair Whitelock said she agreed.

Chair Lamb said he did not want the rate to be so high that the group the building was built for could not afford to use the building. Mr. Lee said the WJCAS was on the agenda to make a presentation to the Council later in the evening. He said WJCAS had been advised to base their budget for the next year on the proposed rates.

Council Member Green asked if contracting with a ticket agency had been considered. Mr. Lee responded staff did not propose such an arrangement because a ticket agency would take a cut of the ticket price, and the venue was small enough that staff was unsure how many events would be ticketed. Vice Chair Whitelock said she wanted ticket prices to be affordable for the community.

Vice Chair Whitelock spoke of a perceived promise made to the WJCAS by a previous Council, and said she would not want the facility to have so many events that it was not available to the WJCAS. Council Member Bedore suggested partners have first opportunity for booking. The Council discussed the many different types of groups that may potentially want to use the facility. Ms. Dupler spoke of opportunities to spread the word.

Council Member Green said one of the initial goals had been to shift many events away from Pioneer Hall, which was architecturally sensitive. He suggested setting the rates a little lower than Pioneer Hall to encourage the transition. Mr. Lee said staff did not want to discount use rates too much, because City rates were already fairly discounted.

Vice Chair Whitelock suggested proceeding with the proposed rates, with a report to the Council in six months. Mr. Lee estimated the building could be open to the public in July, and spoke of possible grand opening events. Council Members Bedore, Shelton, Whitelock, Jacob, Lamb, and Green indicated support for moving forward as discussed.

***b. Discussion on Elements of Storage of Commercial Vehicles***

Community Development Director Scott Langford thanked the Council for participating in a survey provided to them. He said survey responses indicated aesthetics was important to a majority of the Council. Mr. Langford said staff needed a little more feedback from the Council before drafting proposed code language.

Assistant Planner Megan Jensen asked for Council feedback regarding allowed length of time to store/park Class 4 vehicles. Council Member Shelton said he would be comfortable with a maximum of 72 hours. Vice Chair Whitelock said she agreed., and said she had heard some resident complaints about school buses parked in their neighborhoods. Council Member Bloom said she did not feel parked school buses hurt anyone. Council Member Jacob expressed the opinion that the Class 4 vehicles shown (school bus, Greyhound bus, tour bus) were similar in appearance to a large RV.

Mr. Langford said the goal was to draft an ordinance that was enforceable. The Council was shown photos of Class 5 vehicles. Council Member Shelton suggested allowing Class 5 vehicles to be parked in a neighborhood for a maximum of 72 hours. Council Member Bloom asked why it would matter if the vehicle was parked on someone's property.

Council Member Green said it would depend on where the vehicle was parked. Council Member Jacob suggested establishing a standard that would apply to all vehicles. Council Member Bloom said she agreed that it depended on the location, and said she did not want to take freedoms and property rights away and create more drama for everyone. Council Member Whitelock said she would agree with storage of a Class 5 vehicle if screened or parked behind a house. Council Member Whitelock said it was important for a vehicle to not be visually intrusive.

Mr. Lee said it appeared a majority of the Council was comfortable with storage of Class 4 or Class 5 vehicles if fully enclosed or behind an opaque fence/screening. Council Member Bloom said she did not want to take people's rights away.

*Council Member Bloom left at 5:04 pm.*

Council Member Green asked if it would be easier to address the issue by use than by type of vehicle. Mr. Lee said the black-and-white nature of vehicle classification was easier to enforce than the subjective nature of use. Council Member Green said he was comfortable with one large vehicle stored on a property behind a home, but would not want back yards to turn into storage yards.

The Council and staff discussed approved surfaces on which the vehicles could be stored. A majority of the Council appeared to support storage on concrete and gravel. Council Members Shelton, Green, Whitelock, and Bedore expressed a desire to restrict the number of Class 4 or 5 vehicles stored on a residential lot to one.

Council Member Whitelock said she would be comfortable with the same storage restrictions for small earthmoving equipment. Council Member Green asked if it would be better to use classification (Class 5 or Class 6) or gross vehicle weight. Code Enforcement Manager Brock Hudson said quantity within the classification would be easier to enforce than gross vehicle weight. Council Member Shelton said he would be comfortable allowing storage of up to three small earthmoving equipment items behind a fence.

Council Member Green mentioned home-based businesses involving storage of more than three pieces of small earthmoving equipment, and said the Council would address home-based businesses with a different ordinance. He said he would be comfortable allowing up to three for personal use, and any more than three would be considered commercial use. Responding to a question from Vice Chair Whitelock, Senior Assistant City Attorney Patrick Boice said most cities were more concerned about weight than aesthetics on the issue, because residential roads were built for specific weights. Mr. Langford mentioned that traffic generation was an associated impact.

Council Member Jacob said it would be easier for him to support the principle of saving roads than concern for aesthetics. Council Members Green, Lamb, Whitelock, Bedore, and Shelton indicated support for allowing a maximum of three total small earthmoving equipment items.

Responding to a question from Mr. Langford, a majority of the Council indicated support for allowing storage of motorhomes (non-commercial) as long as they were parked behind the front of a house, screened, and on an improved surface. For Class 6 and above, Mr. Lee said weight became a serious issue. Council Member Shelton said he would be in favor of not allowing storage of Class 6 vehicles in residential zones. Vice Chair Whitelock said she agreed.

Mr. Langford thanked the Council for their feedback. Responding to a question from Council Office Director Alan Anderson, Council Members Whitelock and Green said they wanted the draft code to be brought back to the Committee of the Whole. The Council and staff discussed storage of the front of a semi-truck, which was currently allowed by City Code. Vice Chair Whitelock said she would prefer not to allow storage of the front of a semi-truck in residential zones. Council Members Shelton and Green indicated agreement. Council Members Bedore and Lamb said they would like more information before removing the existing exception. Council Member Green asked if a related question could be included on the annual citywide survey. Council Member Jacob expressed the opinion it was a big problem for a small amount of people, and the citywide survey would not be the right place for the question.

***c. Presentation on Good Landlord Program and Short Term Rentals***

Senior Assistant City Attorney Patrick Boice presented proposed highlights for a Good Landlord Program and Short-Term Rental Program:

Good Landlord Program

- Success of program measured by lack of code or law enforcement
- Significant reduction in license fees due to reduction in need for City involvement
- Active inspection cycle and revocation for non-compliance
- Failure to honor program agreement will be grounds to remove from program
- Landscaping and parking concerns addressed by program agreement
- Appeals go through Administrative Law Judge

Short-Term Rental Program

- Not restricted to owner occupied properties
- Parking must be on site – no street parking allowed
- Notice is required to be given to neighbors along with contact information for the owner and Code Enforcement
- Taxes and fees tracked and collected to ensure full compliance
- Landscaping requirements
- Unique license number issued

Council Member Jacob said he felt the same landscaping requirements should be applied throughout a residential neighborhood, without having different requirements for short-term rentals. Vice Chair Whitelock commented that short-term rentals were a business, and the City held businesses to a higher landscaping standard. Council Member Jacob said it felt to him like a back door for increasing landscaping requirements for existing homes. Mr. Boice said the language included in the proposed code matched the standard for new development. Vice Chair Whitelock expressed support, and said residents tended to

become more frustrated with neglected landscaping on a property that was not owner-occupied.

Council Member Bedore agreed with Council Member Jacob that the landscaping code should be across the board for residential neighborhoods, whether rented or owner occupied. Council Member Green said he would be comfortable not having a landscaping requirement for short-term rentals because he assumed property owners would not want their business to look like a dump.

Mr. Boice said the big question related to short-term rentals was where in the City they should be allowed, whether citywide with no restrictions or allowed only in certain zones (e.g., R-2 or PC). Vice Chair Whitelock said to her it mattered more whether the standards could be met, and said she would not be comfortable limiting short-term rentals to specific zones or neighborhoods. Council Member Shelton asked if it would be reasonable for the City to prohibit short-term rentals in the name of increasing housing stock and affordable housing. Council Member Jacob said he agreed with allowing short-term rentals citywide.

Mr. Boice spoke of a related bill currently pending at the State Legislature. Council Member Green said he leaned toward allowing short-term rentals citywide, with a possible restriction on the total number allowed in the City if deemed necessary after closely monitoring the data. He said he agreed that homes allowed to be used as short-term rentals meant more homes were pulled out of the regular residential housing market. Council Member Jacob said he would appreciate data to back up decisions. Council Members Bedore, Whitelock, Green, and Shelton indicated support for allowing short-term rentals citywide, with staff returning in 2026 with data collected.

Mr. Boice said staff proposed the following fee structure:

- Standard rental fee \$375
- Good Landlord Program fee \$50 (up from \$21)
- Short-term rentals \$375

Vice Chair Whitelock said she would prefer to increase the fee for those participating in the Good Landlord Program to \$75. Council Member Shelton suggested increasing to \$100. City Administrator Korban Lee said staff anticipated increasing the fee to \$50 would provide the City with enough revenue to have an employee to administer the program. He emphasized that revenue from the program was needed in order to adequately run the program.

A majority of the Council indicated support for having the same landscaping standards for short-term rentals as for all other residential. The Council and staff discussed the proposal to require property owners to provide notice and contact information to neighbors, and a majority of the Council appeared to indicate support.

***d. Discussion of Council Retreat Priorities – Overview***

Policy Analyst & Public Liaison Warren Hallmark showed a list of general categories identified as possible Council priorities, and asked for Council feedback. Chair Lamb referred to the first on the list, City Identity and Communication, and said he had heard a

different opinion of the City identity from each Council Member. Council Member Jacob commented that if the Council was not intentional about the City's identity, the City would have an identity assigned by others. Council Member Shelton suggested separating City Identity and Communication into two separate categories.

Council Member Green referred to Public Facilities and Amenities on the list, and said he believed there were some expenses the City could not afford to put off or skip another year, such as the rodeo arena and bleachers. He suggested the City identity was tied to some of those items.

Council Member Bedore commented there were groups that could be hired to help a city identify and share its desired identity. Vice Chair Whitelock suggested an analytics company could suggest questions that could help the Council with the City identity. Council Member Bedore suggested posting a video on social media that could prompt residents to share their vision for the City.

Vice Chair Whitelock suggested the Council spend time prioritizing the list in a future meeting. Mr. Hallmark asked if the Council would be comfortable answering out-of-meeting survey questions to help with preparation for the next discussion. Vice Chair Whitelock indicated agreement.

Council Member Green said he believed the number-one priority was to articulate what the Council wanted the City to be, and what the Council's vision was. He said articulated values and guiding principles could drive decisions and policy. Council Member Jacob said he participated on a committee when he was on the Planning Commission that drafted a vision statement for the City, which the Council adopted and put at the start of the General Plan. He suggested using a similar process in 2025. Council Member Green indicated agreement. Council Member Jacob suggested perhaps the Council needed a mission statement. Chair Lamb indicated agreement.

### **3. ADJOURN**

Chair Lamb adjourned the meeting at 6:30 pm.

*I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on February 25, 2025. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.*

Cindy M. Quick, MMC  
Council Office Clerk

Approved this 11<sup>th</sup> day of March 2025