



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending October 4, 2013**



Dear Mayor and City Council:

Another week has come and gone, and another Citizens Academy session has also come and gone. The feedback we have received from citizens participating in this program have been nothing short of remarkable. Our staff has done a spectacular job in presenting, and our citizen participants are extremely engaged. Perhaps the only complication in the entire process has manifested itself in the emergence of a bit of competition between the departments, as they compete to be the division or department that most pleases our citizens. One Department even went so far as to cook chili for the class. I have thus far seen all of the evaluations, and attended several of the presentations. I can tell you with certainty that our presenters have risen to the occasion and made our citizens academy not only something that we will want to do again, but I would say that they have made it something that should be emulated by other cities. For those who have not attended, I would invite you to do so. Don't miss out on this experience.

The Idea Incubator sessions continued this week at Public Works. I have yet to attend one of these sessions where the participants were more engaged and articulate than at Public Works. Some of the best ideas I have heard during my tenure with the City were expressed at our last Incubator. As we discussed the need to improve our community brand, the staff at Public Works focus their suggestions on improving our community's infrastructure and modernizing our delivery of services. I look forward to sharing every one of these ideas with you at the conclusion of this exercise. You need to know that I take the suggestions very seriously. In the past, I can say without flinching that much of the progress we have realized over the last few years has been the product of our employees' involvement in problem-solving. We will continue this year's Idea Incubator through the middle of November. If you would like to sit in on one of these sessions, you are more than welcome. Please call Julie to find out when and where the next session is.

Again, I want to express my appreciation to our staff for their development of the benchmarking study. Jeremy Olsen did a wonderful job in directing this effort. For those of you interested in accessing the benchmarking study, I have asked that it be placed on our website. It will be one of the items that scrolls on the right-hand side of the website. Meanwhile, staff is currently concluding a performance review of our utilities divisions. I'm very impressed and pleased with the quality of findings and recommendations that will be presented to you as part of this study. We are also engaged in a study of our street lighting program. Special thanks go to our Sustainability Committee for their involvement in this study. Steve Glain is doing a spectacular job moving this effort forward. Finally, you will notice from now on that we have placed a date, adjacent to new entries in the Council project tracking table at the end of this weekly report. I appreciate Councilmember McConnehey's suggestion that such would better enable you to distinguish new entries from older ones.

Here are some other things happening around the City:

FIRE

Operations

10/02/13

Companies 52, 54 and 53 as the Heavy Rescue Company along with units from South Jordan and UFA responded to a two-vehicle accident at 7600 South and 2200 West. The two vehicles, a van and an SUV collided at a high rate of speed sending both vehicles into the canal, the SUV on its side.

The driver of the SUV fled the scene leaving his two passengers; one pinned inside, to fend for themselves. Access to the trapped occupant was limited by the near capacity canal water level. Crews were able to construct a makeshift bridge from ladders and plywood from Heavy Rescue Truck 53 in order to access the bottom side of the SUV. The patient seemed to be disoriented and was complaining of pain. Crews were able to free him but he became belligerent and threatening to the rescuers. Police officers were required to help control the patient and accompanied our paramedics to the hospital.

The driver of the other van was extricated from his vehicle using the heavy extrication tools (Jaws of Life) from Heavy Rescue truck 53.

In total, the incident required one Truck, three Engines, three ambulances, two Heavy Rescues, two Battalion Chiefs and multiple support staff. Three patients were transported to local hospitals.



Training

The Training Division has been working with the Salt Lake Valley Training Alliance in preparing for the upcoming Mass Casualty Incident (MCI) Drill. This training has been in the works for about eight months and will help prepare our Fire/EMS personnel for an MCI. Those involved include every fire department in the Salt Lake Valley as well as departments outside of SLC such as Lehi, Park City and South Davis. As part of the training, an online video was made by the training officers from many of the participating departments. Crews will be able to view the training on YouTube as a crew or individually. With the availability

of this delivery device, we have been able to reach upwards of 3000 personnel. This will be a great tool in distributing a large amount of information to such a wide variety of trainees and is a first of its kind to the fire service in Utah. This was a collaborative effort from all the Salt Lake Valley Fire Departments and has helped continue a good working relationship between each of them. After the online training, the crews will be involved in an exercise that will include the triage, transfer, treatment and transport of patients from a scene to local participating hospitals. It is unfortunate that this training is necessary but due to incidents such as the Trolley Square shootings and more recently the US Naval Yard shooting and the foiled City Creek shooting plot, it is not a matter of IF, but when this type of incident will happen again. Therefore, we feel it is of high importance to prepare now. This multijurisdictional drill will take place in the middle of October and will be the largest in the state's history.

Jordan Valley Hospital has again offered to host Continuing Medical Training for our EMS personnel. This month's training was taught by Dr. Bart Johansen which focused on Toxidromes and how they relate in the pre hospital realm. It is a great opportunity for EMS to learn from the wealth of knowledge in which the doctor brings.

DEVELOPMENT SERVICES

Administration

The applications for replacing the Senior Planner have been screened for those candidates that can fulfill the job requirements. Interviews for the position are scheduled to be conducted next week.

A workshop has been scheduled for November 6th with the City Council and Planning Commission to discuss the Performance Based Planning Area (PBPA) zone district and priorities for sub-area planning.

Development Review

On October 1st, 2013 the Planning Commission granted Preliminary Subdivision, Preliminary Site Plan, and Preliminary Development plan approval for the *Highlands Commercial* development being proposed at the northwest corner of 5600 W. and 7800 S. The project area is approximately 37 acres in size, which when complete will include a 123,000 sq. ft. Smith's Marketplace, and a lifestyle shopping center up to 10 retail/commercial pad sites, each approximately 6,000 sq. ft. in size. The marketplace is expected to be open for business by November of 2014.



The Zoning Administrator conducted a public hearing and has approved the Administrative Conditional Use Permit for Dannon Phase III Chemical Tank. The chemical tank is stored on the Dannon manufacturing complex located at 6165 West Dannon Way. The tank will be added to a pad site already containing 5 tanks. The applicant has been required to issue an evacuation plan for the tank as a condition of approval.

A second public hearing was conducted at the same meeting. An Administrative Conditional Use Permit has been approved for Fresh Start Behavioral Services, located at 8841 South Redwood Road. This business will be primarily involved in substance abuse counseling, and will be composed of 1-on-1 sessions and group therapy sessions. Adequate parking for this area is a concern, and the Zoning Administrator has required that future businesses incorporate a parking and circulation study (conducted by staff) as part of the application process.

The Planning Staff currently is reviewing and processing 35 active development projects. Between September 19th and September 26th, six new development applications were submitted for review. They are as follows: An Administrative Conditional Use for the relocation of an existing cell-tower located at 7165 S. Redwood Rd.; a Conditional Use Permit for a new City-funded water tank being proposed at 5082 W. 7800 S.; a Preliminary Site Plan for a proposed contractor warehouse (plumbing) being proposed at 5535 W. Leo Park Dr.; a Preliminary Subdivision and Development Plan for a proposed 66-lot single-family subdivision (Englefield) being proposed at approximately 6300 W. 7800 S.; and, a City-wide text amendment to remove a conflicts in residential zoning districts *permitting* residential facilities for the elderly and disabled, and the removal of language in the Municipal Code regarding adequate school facilities.

Community Development and CDBG

Staff submitted the annual performance report for the CDBG program to HUD.

The property owner/developer for Richardson Estates and West Jordan staff met on-site to evaluate physical acquisition of right-of-way for a neighborhood trail connection at 8600 South to the Jordan River Trail.

Building & Safety

Permits issued for this period included 3 single-family dwellings, 23 miscellaneous residential permits, and 5 miscellaneous commercial permits for a total valuation of \$1.2 million.

Staff performed 146 field and investigative inspections.

Zoning and Enforcement

Building permits reviewed: 2

Business Licenses reviewed: 6

Signs:

- Permits reviewed and approved: 1
 - Active Temporary Sign Permits: 7
 - Active A-Frame Sign Permits: 28

PUBLIC WORKS

Streets

No report this week due to APWA Conference.

Parks

No report this week due to APWA Conference.

Wastewater

Sewer TV areas	Oaks at Jordan Hills Phase #10, root check at 7230 S 1640 W, Richard Estates
Total Footage Videoed	5,505.7'
Sewer General Maintenance	16,916'
General Maint. Cleaning	Started twice annual cleaning areas: Fontaine Claire, Twin Oaks, WJ Industrial Park, Green Briar, Copper View Park, Bagley Industrial Park

Tailgate Training: Discussed CDL weight limits and making an effort to not overload the equipment when hauling.

Flood clean up after flooding at Copperfield Estates.

Four of our operators attended the Collection system operation class at Cottonwood Sewer District.

Hydro-Excavation for water leak at 7000 S 1900 W.

Regular weekly maintenance of the three diversion gates.

Dug out Barney's Wash drainage ditch of weeds and debris & cleaned mud out of concrete inlet structure at approx. 5800 W.

Dug out road cut on sewer repair for asphalt at 2350 W 8770 S.

Raised buried storm drain manholes to grade at 7492 S 2700 W & 8120 S 2228 W.

Storm Drain

Staff finished cleaning all the storm drain lines that flow into the west side of Constitution Park. They cleaned 1,777' and vacuumed out seven boxes.

Washed down the sidewalks in Copperfield Subdivision that had mud on them from the previous storm.

Worked on cleaning the storm drain system in the area of New Bingham Highway and 6400 W. They cleaned 520' of storm drain pipe and vacuumed out six boxes and inlet grates.

Investigated the storm drain system and cleaned the system at 7202 S 2200 W. They cleaned 509' and vacuumed out one box.

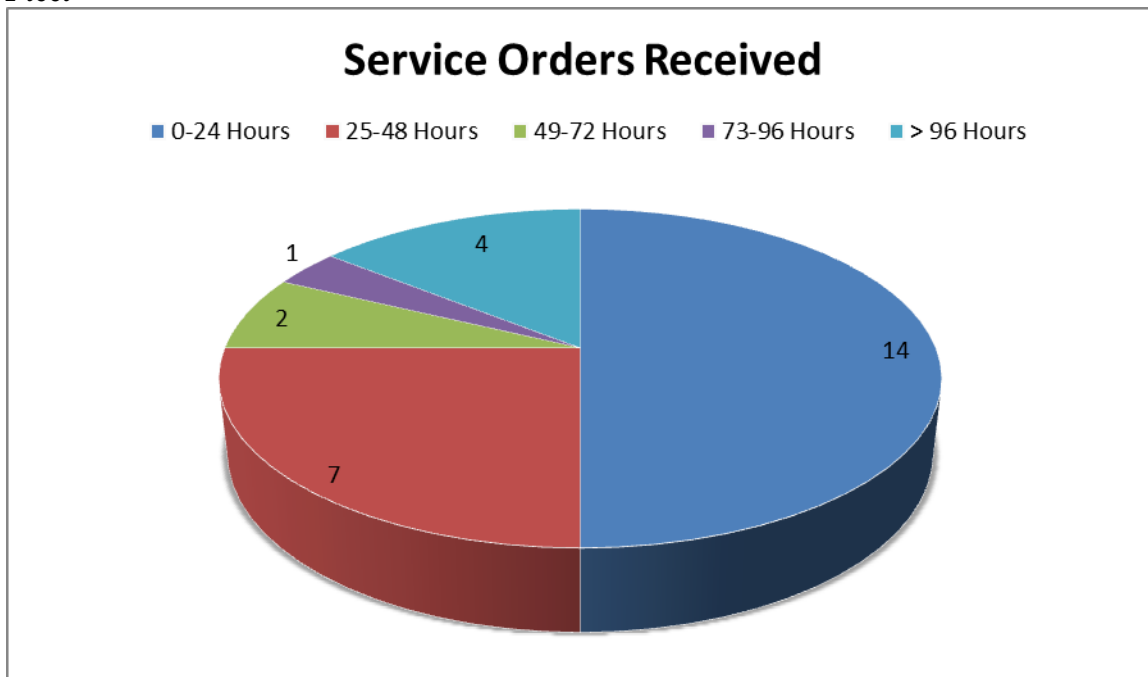
Fixed their 2" submersible pump.

Staff is trying to dispose of the old chemical waste at Public Works. We are having a hard time getting in contact with Clean Harbor, the disposal company.

Cleaning up the hydro-bay and the dump station bays trying to dry out the wet material.

Staff will be flushing a storm drain line behind Sam's Club to see if the line is leaking.

Fleet



Facilities

Repaired front counter door in Human Resources at City Hall.

Repaired handy cap door buttons at the Justice Center.

Painting at Animal Shelter completed.

Waiting on bids for HVAC roof top unit for Park Sexton Building.

Waiting on bids for louver door on compressor room at Public Works.

Waiting on bids to replace HVAC split system in server room at Justice Center.

All generators check and fueled at all facilities.

13 work orders completed.

18 work orders received.

5 work orders in progress.

Capital Projects

2700 West Waterline and Road Widening – Final tree removal will occur next week prior to the high voltage move. Rocky Mountain Power's low voltage relocation is under way, with conduit work 90% completed. The low voltage wire pull and service reconnections will take place over the next two weeks. High voltage work will be ongoing from October 21 through November 21. Storm drainage work will begin next week along the east side of the street.

5600 West Project – 6200 to 7000 South – The plan in hand project walk through has been completed and design refinements are under way. Several project issues with utility relocations and new construction have arisen that require budget review and possible revision. A public open house is scheduled at Jim Bridger Elementary School on October 1, from 6:30 to 8:00 P.M. Property acquisition has begun with legal descriptions requiring a full take of the Williamsburg LLC parcel. Design meetings are scheduled with UDOT for plan reviews over the upcoming weeks.

5600 West Project – 7000 to 7800 South – Waterline construction is at 85% and road section placement up to road base is complete. Remaining sewer construction work on the 7800 S leg will be completed in the spring with Phase 2. The submittals for the project have been approved, and Cache Valley Electric is on site preparing for the power burial. Three changes were made to the water system; two for the development for water services and one for the City for clearance over a 30 inch transmission water main. Phase 2 design is under way, with focus on the detention basin design for Dry Wash and power burial along 7800 S and 5600 W. Concept plans for the pond have been discussed with the developer, and final plans are under way.

Gardner Village Sewer – The new 10-inch sewer pipe constructed along the north property of Gardner Village is complete. This line connects into the sewer interceptor lines that flow to the sewer treatment plant. Construction of the new sewer pipeline and flow meter station provide a means to expand sewer service into this area of the City and to measure sewer flows. The Contractor is completing a punch list work items and we will be closing this project soon.

2013 Misc. Water Pipelines – This project is constructing four water pipelines projects located at different sites around the City. The sites include 7800 S by the Airport, Prosperity Way near New Bingham Highway, Axel Park Way loop, and Sugar Factory Road near Redwood Road. The project was awarded to Vancon Construction and the project is now at about 70% complete with three of the four projects having been installed. The fourth project site is Sugar Factory Road where it connects to Redwood Road. Work at this site will begin Monday Oct 7th. A short road closure is expected to allow the work to occur at this site.

Grizzly 4 MG Water Storage Reservoir (Tank 2) – A contract to design a second water storage reservoir at 5200 W 7800 S has been awarded to the firm of MWH America Inc. This will be a four million gallon water storage reservoir and will be the second reservoir at this site. The design work for this project is at about 30% completion. The project schedule is to bid this project in November so construction can begin early in 2014 with a completion date during the summer of 2014.

Highway Junction 3 MG Water Storage Reservoir (Copperton Tank) – The current design documents are being finalized so this project will be ready to bid in November of 2013. The design Engineer is Bowen Collins and Assoc. and the original design was completed 3 years ago but the project was delayed until funding was available for construction. Construction should begin early in 2014 with completion during the summer of 2014.

Well 3 Pump House – This project will construct a new well pump house and equip the well for operation. The new Well No. 3 Pump House is located on 9000 S near the intersection with the Mountain View Highway. Design work is at about 10% completion. The schedule

is to complete the construction of the new well house and place the well into production by the summer of 2014.

Airport Road Sewer and Storm Drain – This project completes a new sewer line and storm drain pipe along Airport Rd. This project will eliminate the Sortect sewer lift station which has experienced operational problems, and provide sewer service along portions of Airport Road that have not had sewer service. The project also includes the replacement of an undersized storm drain pipe along Airport Road and a new outlet flow control structure in Cougar Detention Basin. Construction of the project is about 25 % complete.

Ron Wood Park - Work continues on the splash pad. The parking areas are being prepared along with sidewalk areas. Storm drains have been installed and the land drains are continuing.

Fire Station 54 Rebuild - The design of the station has begun. Soil testing on the site will be upcoming and a schedule for the project will be coming in the next week or two.

Sexton building reroofing - The contract for the reroofing has been let.

Sexton building HVAC repair; Tony Cottle is working on getting bids to replace the HVAC unit that has quit.

Development Division

A presentation was made to the Wasatch Front Regional Council COG (council of governments) committee in support of the City's application for corridor preservation funds for 7800 S expansion. The presentation went great and the COG gave the final recommendation that the City should be awarded \$450,000 to purchase right of way at 5600 W and 7800 S. This will be a huge benefit to the City and will help to accelerate the continuing development of this busy corridor.

Three pre-application meetings were conducted for a Taco Bell at Jordan Landing, a new phase of Clay Hollow Subdivision at Stonecreek, and a new project on Redwood Road.

There was a preconstruction meeting held for Maple Hills Phase 1. They are going like gangbusters now and hope they have some of the roads paved before the end of the current construction season. Also, we are now working with Maple Hills developer to create a new phasing plan. They want to divide phase 1 into two phases. The work never ends on this one.

POLICE

The Property Unit identified the suspect in a car-jacking/robbery case. The case is being screened and a warrant is being obtained for the suspect. Patrol did a great job in helping to identify the suspect.

The SWAT team served two Search Warrants for DEA.

The Special Operations Unit served a search warrant on an apartment where a 17-year-old male was selling Marijuana. We seized several ounces of Marijuana and approximately \$1,700. They also served an AP&P fugitive/narcotics search warrant in West Jordan. The

fugitive was in the home and was taken to jail for his warrant. Charges on him and several other suspects in the home are pending. Marijuana, a half ounce of Ecstasy and one ounce of mushrooms were seized along with a firearm believed to be stolen in a vehicle burglary.

The Warrants Unit attended two days of training on Officer-Involved Shootings provided by Force Science Institute. They also worked with JCAT in locating and apprehending two suspects wanted out of New Mexico for attempted homicide.

LEGAL DEPARTMENT

Code Enforcement

New Complaints	13
Complaint Reviews: Founded	10
Unfounded	4
Notice of Violation Issued	10
Compliance Inspection (14 day)	46
Compliance Letters Issued	26
Phone Calls, Emails and Walk-ins	95
Follow-ups	39
Subpoena Service	2

CITY MANAGER'S OFFICE

City Clerk

Upcoming Public Hearings

The City of West Jordan City Council will hold a public hearing on Wednesday, October 23, 2013, at 6:00 p.m. at West Jordan City Hall 8000 South Redwood Road, 3rd Floor, Council Chambers, to receive comments prior to considering a rezoning of 9.77 acres from R-1-10C (Single-family Residential 10,000 square foot minimum lots) to PRD (M) (Planned Residential Development – Medium Density) for the Leak property located at 8300 South 2700 West, Castle Creek Homes South/Sam Drown, applicant. Copies of the City Council agenda packet for the items listed below will be available at the City offices, or on the [City Council Agenda](#) webpage the Friday prior to the meeting.

GRAMA – GOVERNMENT RECORDS ACCESS MANAGEMENT ACT

Over the past month, the City Clerk's Department received and distributed 25 new GRAMA Requests, and closed 21 of those requests.

Pending BID/RFP/SOQ:

RFP – Enterprise Resource Planning (ERP) System – Monday, October 7, at 2:00 p.m. – Information Technology

SOQ - Zone 6 Highway Junction 3-Million-Gallon Reservoir and Zone 2 Grizzly 4-Million Gallon Reservoir Projects – Tuesday, October 8, at 2:00 p.m. – Capital Projects

BID – 2014 Crack Seal Project – Tuesday, October 15, at 10:00 a.m. – Capital Projects

Elections

The City's website was updated with information regarding the General Election in November. There are **two more** 'Meet the Candidate Nights' in October.

Thursday, October 10, 7:00 p.m. - 8:30 p.m.
Joel P. Jensen Middle School
8105 South 3200 West

Tuesday, October 22, 6:00 p.m. – 9:00 p.m.
Copper Hills High School
Tech Atrium
5445 New Bingham Highway

Office of Development Assistance

Redline return meetings were held for the following project(s)
Hardy Manufacturing

Revised plan(s) returned for staff review:

The Depot at Gardner Mill, site, subdivision and development plan,
Copper Hills Condo Amendment

New application(s) received:

CL Wyman site plan for a 3300 SF Office/Warehouse building, located at 5535 West
Leo Park Road

Zoning Text Amendment to allow pawnshops in the City Center Core (CC-C)

Garbett Land Investments applied for preliminary approval of the Englefield Heights
subdivision located at approximately 6350 West 7800 in the Highlands. The plans
are currently under review.

Ivory Development applied for preliminary approval of the Sommerglen Heights
subdivision also located in the Highlands at approximately 7300 South 5600 West.
Plans are currently under review.

Weekly coordination meetings:

Staff met with Boulder Ventures to discuss review and impact fees for Phase 1. Staff
prepared a draft of fee amounts and when they are due.

Plat(s) recorded at the Salt Lake County Recorder's Office:

Eggli Farms – 8 residential lots

ADMINISTRATIVE SERVICES

Assistant City Manager

Involved in Emergency Management event, citizen complaint resolution, and customer service
training. Coordination meeting with school district and ongoing Citizens Academy.

Information Technology

Development Performed SQL Server maintenance. Coordinate ERP meetings with the key
staff members and the ERP consultant team. Conducted Q&A meetings for potential vendors
for the ERP's RFP request.

Systems Ran restore jobs. Configured Spillman iSCSI connection. Performed backup and replication maintenance.

Customer Service & Utility Billing

Mailed 4,588 utility bills, 1 shut-off notification, and 224 delinquent notices.
Completed 3,343 transactions.

Treasury

Working on the audit lead sheets.
Completed the monthly journal entries for August 2013.

Budget

Preparing Budget Book for Government Finance Officers Association submittal.

Business Licensing/Rental Dwelling

Working on One Stop Business Registration (OSBR) from the State of Utah report to identify businesses that have registered their business name with the State but have not yet applied for a City Business License. I have whittled the list from 346 businesses on the report to 182 entities that have not obtained a Business License and will be sending letters to these businesses reminding them of the need for a Business License.

Public Information & Events

Budget Book is available online and printed copies will be available next week.

Branding video quotes evaluated and company selected. Video shoot scheduled to begin October 10th.

Continue planning for holiday lights and holiday programs.

Human Resources

We continue to be busy with recruiting. Two new employees started on Monday (9/30/13): Carrie Hinkel, our new HR Specialist and Jeremy Robertson, our new Engineering Inspector. Also, congratulations to Colby Haws, who is being promoted from Parks Maintenance Worker to Animal Control Officer effective 10/7/13. The Police Department is conducting background investigations for Police Officer, Animal Control Officer and Community Service Officer. They are also working on filling some internal vacancies for Senior and Master Police Officer as well as Master Sergeant. The Fire Department is conducting a background investigation for Firefighter. The first round of interviews for the P/T Volunteer Services Coordinator were held on 9/26/13 and final interviews were held on 10/3/13. Interviews for Electrician have been completed and we are in the process of offering the job to our top candidate. We are in the process of scheduling interviews for Senior Planner. Applications are being reviewed for Utilities Superintendent which closed on 9/27/13. Facilities Maintenance Technician I closed on 10/2/13 and applications are being reviewed. Heavy Equipment Operator was opened on 9/13/13 and will close on 10/3/13. Fleet Mechanic was opened on 9/13/13 and will close on 10/7/13. Street Sweeper Operator was opened on 9/25/13 and will close on 10/9/13. P/T Real Property Agent was opened on 9/27/13 and will close on 10/18/13. Irrigation Specialist was opened on 10/3/13 and will close on 10/21/13. Water Construction Technician I was opened on 10/3/13 and will be open until filled.

We're also in the process of planning for our HallowWellness (Halloween) Party and Employee Wellness Fair.

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, October 04, 2013

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
Retention of Lobbying firm (Council 1/30/13)	<p>Mayor, Councilmembers Nichols & Southworth to be part of selection. RFQ will be submitted to council for feedback.</p> <p>Rick contacted cities utilizing lobbying services for copies of RFPs. We have not been able to identify an RFP, as most cities have simply solicited interest from lobbying firms via letters. Sandy City has provided us with a list of lobbyists that they have utilized. Rick coordinated solicitation of interest with purchasing. A copy of that letter was forwarded to the Council before distribution.</p> <p>On May 10, only one firm expressed interest in representing West Jordan. Rick is working with Bryce and Bob Thorup to obtain a more comprehensive list of prospects. An RFQ process will be used. Our intention is to have a lobbyist signed by August.</p> <p>New RFP's were sent out on June 7, 2013 with a June 21, 2013 deadline. We have since received a number of letters indicating interest. However, as part of the June 12 budget presentation, the Executive Budget Committee recommended to the Council that we, in light of several late budget developments, including the full-time Mayor addition, exclude funding in the 2014 budget for lobbying services. The intention here is to provide the City with the opportunity to evaluate the ability of the new Mayor to provide this type of support. The Council was provided with the opportunity on June 12 to pull funding for the lobbyist back into the budget. This they did not do. We will continue to hold the letters of interest and informed those lobbying firms who have expressed interest in representing our City that we will be reevaluating this need. By the first of the</p>	Rick Davis	Do be re-evaluated in 2014

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	<p>calendar year. At any time the Council desires to reevaluate the need for a lobbyist and determines that funding for such is desirable and necessary, staff will respond accordingly. I expect that we will be able to discuss this issue more comprehensively during the January retreat.</p>		
Amendments to the billboard section of the zoning code	<p>A committee has been formed with Planning Commission and Council for a review of the code to determine what further code changes are desired for digital and non-digital billboards.</p> <p>The billboard committee has met and discussed goals for possible changes to the sign code. Staff met with a representative with Reagan Outdoor Advertising to discuss their objectives for regulating digital billboards and relocation to billboards on Redwood Road. Staff is researching digital billboard codes from other cities. The next committee meeting was scheduled for August 19th at 5 p.m.</p> <p>On August 19, 2013, staff met with two Council members regarding developing standards for electronic billboards in the city. Ultimately, the recommendations of this committee will be forwarded to the Planning Commission and City Council for consideration.</p> <p>October 4, 2013 -- Staff met with Reagan Outdoor Advertising on September 26 regarding new permits for billboard relocation and replacement. As yet, no invitation has been extended to Reagan and other industry representatives to discuss possible modifications to the zoning ordinance. And meeting with those representatives, including the committee, is the next step in this process.</p>	Tom Burdett	In Progress
Wind & solar system amendment to the zoning code	<p>Staff delivered proposed zoning code changes to the Council for discussion in June based on the workshop from last fall. This project has been delayed due to the</p>	Tom Burdett	Delayed

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
	<p>resignation of planning staff person assigned to this project. The interviewing process is underway, and we expect to hire a replacement within the month of July.</p> <p>This project is temporarily on hold until the associate planner position is filled. An offer has now been made to an individual who has accepted the offer. We look forward to addressing this project in the near future.</p> <p>October 4, 2013 -- This minor code amendment will be moving forward for consideration this fall now that the associate planner position is filled.</p>		
Public Information Officer and Events Coordinator to prepare to report on marketing/advertising ideas (i.e. banners, signs, etc.) at upcoming meeting.	<p>Plan and presentation now complete. It was slated to be sent to the Council in June. The submission of this presentation has been delayed until September in order to accommodate workload associated with special events in July.</p> <p>October 4, 2013 – The Community Affairs Office is nearing completion of the presentation that they will make to Council within the next two meetings.</p>	Rick Davis	In progress
Future Land Use Map amendments and review of Multifamily sites	<p>A meeting date of June 4 was identified for a joint meeting between the City Council and Planning Commission. Staff prepared materials for discussion of alternative amendments to the future land use plan, coordination with Jordan School District and development vision.</p> <p>Based on the joint workshop of June 4, the City Council and Planning Commission directed staff to start the process to amend the City's Future Land Use Map for properties generally located at 1) Redwood Road and Drake Lane from High Density to Medium Density 2) 9000 S. 1075-1150 West for something other than High Density Residential to Professional Office or Light Commercial 3) 7400 South 6400 West to consider land use options for the area</p>	Tom Burdett	

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	currently shown as a future regional park.		
Redwood Road Corridor Plan	<p>Planning staff is compiling survey data and incorporating it into the first phase plan report. Staff is also coordinating with Wasatch Front Regional Council to prepare a scope of work for the regional plan for the same corridor.</p> <p>A draft of the land use element is being prepared.</p> <p>Two new shape files were created for the Redwood Road Corridor Study. One of these files shows all driveways and curb cuts along Redwood Road. The other file shows all major vehicular intersections, not including train crossings.</p> <p>Staff continues to work on compiling background information on the study, where current work is focusing on streetscape options.</p> <p>Staff met with a consulting group from Zions Bank to discuss data gathered for a market leakage analysis being conducted for the city with implications for the Redwood Road Corridor Study.</p> <p>Staff is preparing to incorporate the recommendations from the market leakage analysis, being conducted by Zions Financial Advisors, into the study. Progress has been slow due to the surge of current planning assignments. As soon as the market leakage analysis is finished, it will be integrated into the Redwood Corridor draft plan.</p> <p>Staff is preparing a new section to incorporate the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the study.</p> <p>Mayor Johnson met with other wesside Mayors and the Wasatch Front Regional Council staff to discuss transit planning</p>	Tom Burdett	

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	<p>priorities. This meeting included the scope of work for the regional Redwood Corridor Planning Study. Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for Redwood Road.</p> <p>October 4, 2013 -- Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for Redwood Road.</p>		
Senior Center pedestrian flow to Library.	<p>As per Council meeting of March 27, 2013, assess mobility situation and provide an estimate. Staff met to combine our research, have development proposals and have met with the City Manager to go over the options. Dave Murphy and Greg Davenport prepared a complete sidewalk list and presented it to Council in May 2013. We are now assembling a construction project which will be combined with the crack sealing of the Senior Citizen's parking lot.</p> <p>Staff has created a memo which details the options available and are now finalizing costs for the project and an accompanying map. This issue and plan are agendaized for September 11.</p> <p>October 4, 2013 -- A presentation was made to the Council on September 11 at which time a discussion regarding the pedestrian pathway and roadway connection to 2200 West were discussed. The Council directed staff to look at several options and bring the item back for further discussion. Staff is working on the alternatives and is hoping to have a presentation to Council at their October 9th meeting.</p>	Wendell Rigby	In Progress
Stone Creek Special Service Area	Staff has begun meeting with representatives of the Stone Creek Area in an effort to develop a plan for improving the landscaping and amenities and providing for the perpetual maintenance of those	Rick Davis	In Progress

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	<p>improvements. The expectation was that a plan would be presented in July. Two meetings have already been held with residents. In the first meeting, it was determined that the area would require both one-time capital improvements, and ongoing maintenance. In the second meeting, the residence identified a number of specific improvements that they would like to see. Our staff is currently engaged in pricing these items. A third meeting is scheduled for August. At that meeting, we will discuss with residents the costs associated with the improvements desired and begin to formulate a plan for funding those improvements and providing ongoing maintenance. If all goes as planned, it is anticipated that we could hold a community meeting in late August or early September. We will then have something of a consensus to bring to Council later in September. As of the date of this report, it appears that residents would like to see the rehabilitation of grass, the installation of Park strip on Grizzly and Amethyst, and the addition of trees and other vegetation. They would also like to see the repair of the trail and additional aesthetic treatments to the pedestrian tunnel under Grizzly. Residents appear very open to the idea of selling some of the open space for developable lots as a means of acquiring the funding for these improvements. Our planning staff has prepared some options. At this point, it appears that the improvements that we will be proposing would cost approximately \$500,000 and would require \$80,000 of ongoing annual dedication. Staff is in the process of assembling a community meeting, to be held at the Viridian, near the end of September. We should have a final proposal for the Council near the end of October.</p> <p>October 4, 2013 -- Community Affairs and Parks are in the process of sending open house invitations to area residents. We</p>		

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	anticipate holding this workshop before the end of the month. We believe we will then have what we need in terms of information and feedback from residents to enable us to make a presentation to the City Council by the second meeting in November.		
Development Visioning	<p>The committee, chaired by Dan Griffiths, has its first meeting in June with great success. A process flow chart was created to guide the formulation of a vision statement to be integrated into the General Plan based on the foundation and principals of the strategic plan.</p> <p>A status brief was given to the City Council on July 10, 2013.</p> <p>The committee is scheduled to meet on August 15, 2013.</p> <p>The committee met on August 15th. The next meeting was scheduled for September 10th at 5:30 p.m. The committee is working to have a draft vision statement for the General Plan submitted to the City Council this fall.</p> <p>October 4, 2013 -- The Development Vision Statement committee met on September 10 to synthesize individually authored vision statements into a single statement. The productive meeting resulted in a first draft of the vision statement. A follow-up meeting will be scheduled to review the draft statement for editing and consensus acceptance by the committee. A recommendation will be made to the City Council.</p>	Tom Burdett	In Progress
Alleged Illegal Operation of Special Residential Facilities	<p>Contact was made on June 27, 2013. Both properties are being rented out and used as group homes. A notice of violation was issued for no business license for one property.</p> <p>Several meetings have taken place and a closed door session with council will be set</p>	Jeff Robinson (Brock Hudson)	In Process

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	<p>for the end of July.</p> <p>Staff has been in contact with representatives from the group homes and letters have been sent to the complainants.</p> <p>Two notices of Violation have been issued to Chrysalis Group Homes for: No Business License and No Conditional Use permit. Follow up will continue through Code Enforcement.</p> <p>Chrysalis contacted code enforcement and requested hearing to dispute the violations regarding licensing. Two dates for hearing were given to Chrysalis to choose from. No reply has been received.</p> <p>Hearing with ALJ has been scheduled for September 13, 2013, as per request from attorney for Chrysalis.</p> <p>Hearing was held Friday, September 13, 2013. Waiting for decision by ALJ.</p> <p>October 4, 2013 -- Administrative Law Judge ruled in favor of the City. Awaiting Chrysalis' appeal to the District Court.</p>		
Anti-texting strategy	<p>Staff is to prepare cost estimates in a plan associated with anti-texting signs to be placed throughout the community. Public works will be cooperating with Police to determine the strategy for placement. Administrative Services will participate by locating possible funding options. This plan is slated for Council consideration in the Fall.</p> <p>October 4, 2013 -- A Council staff report is being prepared for the October 9, 2013 Council meeting.</p>	Wendell Rigby	In Progress
Orphaned properties plan	A large number of small parcels not associated with any specific residential property are going unmaintained and presenting a serious and negative impact to our aesthetic environment. The City	Rick Davis	In Progress

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	<p>Manager has proposed the licensing of these properties to adjacent residents. There are, and would be certain conditions tied to these license agreements. The Council has expressed an interest to form an ad hoc committee to develop a policy that would be adopted by the Council. Staff is in the process of assembling this committee. It is anticipated that a proposed direction would be coming to the Council before the end of November.</p>		
Graffiti abatement process	<p>Council has asked staff to perform a review of the City's internal graffiti abatement process. The objectives of this review are to 1) map and analyze current methodologies and process, 2) identify opportunities for efficiency and service elevation and 3) increase resource dedication to graffiti abatement by expanding participation and/or reallocating resources to this endeavor. The City Manager has assembled an internal working group with representation from Police, Public Works, Code Enforcement, and Administration.</p> <p>The internal working group met on September 9th and the City Manager made assignments to move this item forward. Wendell Rigby was assigned to assemble an ad hoc staff committee to prepare a policies and procedures document. Rick Davis and the Police Department are to work on Public Education and with the school district on this issue. It was indicated that a Council workshop would be requested in October to address code enforcement, weeds and graffiti issues.</p> <p>October 4, 2013 -- Due to other priorities, it is been determined that the workshop should be held in November. This will better accommodate meeting schedules and</p>	Wendell Rigby	In Progress

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	workload.		