



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL**
Week ending November 8, 2013



Dear Mayor and City Council:

Work continues on the Federal Funds Commission at the Legislature. As you will remember, the purpose of that group is to determine or identify a path forward for our state in the event, as likely will be, that Utah ceases to be the beneficiary of the level of Federal support as it currently is. Remember that four out of ten dollars that the state expends comes from Washington. We received the wake-up call last month when the government shutdown impacted tourism and adversely affected hundreds of businesses throughout the state. We were fortunate that our state reacted by providing the necessary support to continue operations at our national parks. The work of the commission is therefore currently focused on the assessment of risk. There are a multitude of financial cataclysms which could fall upon our state. We need to know the likelihood of each occurring. Then, we can begin to assemble a plan on a state and community level to deal with such an event. I am attempting to provide whatever support and energy I can in helping local municipalities, including our own, prepare to provide services to our citizens come what may. At times, this appears to be a daunting task. Even in the best of times, it is no easy job to find the resources necessary to sustain a high level of service. On my particular working group, which is focused on municipal issues and planning, we will be working to survey the fiscal readiness of Utah communities, attempt to quantify to the greatest extent possible the financial strength of those cities and towns, and then suggest policy which can, if implemented, bring greater sustainability and readiness to our municipalities. We hope to conclude our work before the end of the next legislative session. As our representative, Ken Ivory, is prone to say, "it's a wonderful time to be alive."

Speaking of the next legislative session, I have recently been working with our legislative team to sharpen our advocacy and public affairs capabilities. Based on the advice that we have received from Sandy City, our team has taken a new look at how we ought to flow information in and out of our organization before and during the legislative session. Without boring you with some of the details, I believe we have developed a system whereby our City will be continually apprised of developments on the Hill. We will also enjoy a system of effectively distributing that information to elected officials, our legislative delegation, and our senior staff. Every League meeting will have in attendance, one of our team members. We will, as occasion dictates, meet to congregate that information and determine the immediate relevancy of those issues to West Jordan City. I'm very optimistic about our abilities to hone our community affairs capabilities and become much more effective and communicative with regard to legislative issues. If you would like greater detail on this new system, please allow me to assist you.

Now here are a few more things happening around the City:

FIRE

Operations

11/1/2013

E52 was the first in engine in South Jordan on a call for a house fire. Upon arrival we were given the investigation assignment by command. We went into the house and noticed some light smoke coming out of lighting fixtures in the basement and heat in the ceiling. We pulled the ceiling down and extinguished a small fire. There was no extension and we were released by Bingham command.

11/6/13

West Jordan Fire, UFA and South Jordan crews responded to a house fire. Upon our arrival there was heavy dark smoke coming from the house. The fire began in the laundry room and ultimately spread to about 1/3 of the basement and began to extend through the ventilation system before fire crews had a chance to put it out. The damage is estimated to about \$150,000.

11/7/2013

On the morning of November 6, 2013 ME55, L53, and Battalion 51 were dispatched to respond on a vehicle rollover at 7800 s. Mountain View Corridor. A small pick-up truck was traveling Northbound when for an unknown reason the driver rear-ended a small SUV and veered off the steep embankment rolling multiple times. ME55 was the first to arrive and found the small pick-up at the bottom of the embankment on its wheels with severe damage to the passenger compartment and front end. The patient was transported to a local hospital where he/she was treated for multiple injuries. The driver of the small SUV denied injuries and was released on scene.

Training

We have begun our annual Physical Agility Testing. Crews will complete this over the next couple of weeks. The course is comprised of tasks in which we find on the fire ground such as taking a hydrant; blacked out maze crawl, 180lb dummy drag, hose drag, forcible entry prop, climbing two flights of stairs with a hose pack and a ladder raise. This is an annual requirement which requires crews to wear their turn out coats, helmets, gloves and an air pack.

Emergency Management

We participated with the Jordan School District Safe Schools Committee this week in their quarterly meeting. As a result of the meeting, we are helping to educate others on the new "Lockout!" protocol the schools are following. They still have a "Lockdown!" protocol in case of an intruder or armed gunman in the school, but they have added "Lockout!" to deal with instances where a problem is occurring outside of the school. For example, a police standoff in an adjoining subdivision to the school could prompt the use of the "Lockout!" protocol to secure all of the exterior doors and deny entry or exit. Things inside the school would continue to function as close to normal as possible.

The monthly meeting of the Local Emergency Planning Committee was held on Thursday. The group reviewed the city's Hazard Vulnerability information.

POLICE

The Warrants Unit has been working on an extradition out of Idaho. The suspect is wanted for multiple forgeries out of West Jordan and other cities. The suspect has declined the extradition but the division is working on obtaining a Governor's Warrant.

Bonnie Hutchings with the VIPS program called people during the month of October to advise them of their outstanding warrants. A number of people reported to the courts to clear their fines with the amount coming to \$9,342.

The Professional Standards and Training Bureau (PSTB) hosted the following two training classes: 1) Law Enforcement Resiliency and Peer Support, and 2) Radar Certification.

PSTB conducted and instructed two Patrol Rifle classes.

Two conditional job offers are in process to hire new police officers.

PSTB met with WJ Fire personnel to develop our combined response options in the event of a Mass Casualty Incident (MCI). In the case of an active shooter incident, police and fire have the same goal but very different priorities and expectations. Our goal is to develop viable options and training that will meet the needs of both entities.

OFFICE OF THE CITY MANAGER

City Clerk

Elections

Well, another Election season is **almost** behind us! The Final Canvass will be conducted on **Tuesday, November 19, at 5:00 p.m.** At the end of election night, the City of West Jordan had 11,132 votes cast, for a voter turnout of **30%!** There are approximately 1,100 Vote by Mail Ballots that were dropped off at City Hall or one of the two Vote Centers on Election Day. These ballots are being verified for validity, and will be tabulated into the final count on Tuesday, the 19th!

MAYOR

Kim V. Rolfe

Ben Southworth

UNOFFICIAL TOTALS

5,520

5,183

AT-LARGE COUNCIL

Chad Nichols

Jeff Haaga

Gregory M. Simonsen

Dixie Memmott

6,220

4,522

4,382

3,189

Received BID

BID – Manhole Raising Services – Thursday, November 7, at 2:30 p.m. – Capital Projects

Contractor

Leon Poulsen Construction Co.

Vancon, Inc.

Asphalt)

Vancon, Inc.

Asphalt)

Unit Price

\$8,100.00

\$3,975.00

\$15,000.00

Extended Price

\$40,500

\$19,875 (No

\$75,000 (With

Pending BID:

RFP – Secondary Water Master Plan Update – Tuesday, November 12, at 4:00 p.m. – Engineering Department
RFP – Playground Equipment & Surfacing for Ron Wood Park Phase II – Thursday, November 21, at 2:00 p.m. – Capital Projects

Office of Development Assistance

Pre-application meetings held:

Oquirrh West Subdivision, 7800 South U-111

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

CL Wayman site plan
Teraflex amended site plan

Revised plan(s) returned for staff review:

Itineris High School

New application(s) received:

Echo Auto Sales – Administrative Conditional Use Permit

Meetings held w/developer(s):

Meeting w/Uinta Land to discuss their proposed development in a portion of the Highlands

Staff met with the Itineris School Board to discuss the upcoming Planning Commission meeting and construction schedule.

The Air National Guard met with staff to go over their proposed site plan of an additional aircraft hangar.

Weekly coordination meetings:

- Peterson Development – Topics discussed;
- City's six-year capital facilities plan
 - Three Forks 7
 - Peterson Commons sewer crossing
 - Design and use of regional detention basin

LEGAL DEPARTMENT

Code Enforcement

New Complaints	50
Complaint Reviews: Founded	11
Unfounded	9
Notice of Violation Issued	11
Compliance Inspection (14 day)	14
Compliance Letters Issued	12
Notice of Violation Hearings	3
Phone Calls, Emails and Walk-ins	31

PUBLIC WORKS

Wastewater

Sewer TV areas	Oaks at Jordan Hills
Total Footage Videoed	2,071'
Sewer General Maintenance	7,925'
General Maint. Cleaning	New Bingham Hwy from 5600 – 5000 W.

Checked on a possible sewer plug at 7800 S 3800 W at Little Critters Day Care. Turned out to be a problem with their private line

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

Performed a confined space manhole entry at Airport Road and 6500 South to check on the line position for Engineering on new storm drain construction project

We had one jet truck down all week waiting on parts for the water pump. Still waiting on parts

Gardner Village Sewer Monitoring Station. Prepared the site and transported and installed a new monitor structure. Repaired the landscape and sprinklers on this site

Jordan Meadows storm drain repairs. Fabricated a new grate and installed it on the box. Removed and installed a section of the 15" storm drain line.

Cleaned 1,703-feet of storm drain pipe and scrub footage 8,050'. Vacuumed out seven boxes and manhole in the area of 6855 South 2350 West.

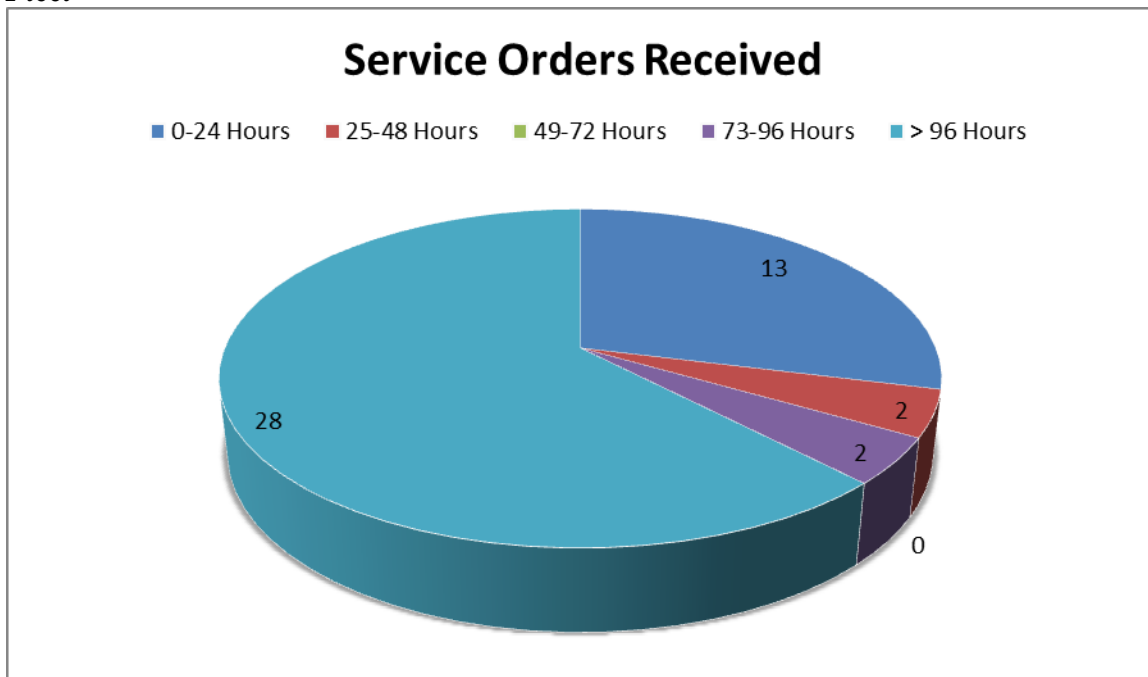
Cleaned 123-feet of storm drain pipe and scrub footage 693-feet. We vacuumed out one inlet box in the area of 7200 South 1300 West

Staff has been writing West Jordan City's Storm System Operations Responsibilities and Goal Document. This is to make sure that operations is covering everything they need to do under West Jordan's stormwater permit

Staff went to a line cleaning demonstration at Salt Lake City

Finished updating the private basin logs on all the basins we have inspected this year

Fleet



Facilities

Repaired faucet and patched the roof at the concession stand at Constitution Park.

Replaced recirculation pump in janitorial closet at Fire Station #53.

Heritage Roofing completed repairs to roofing membrane in rain gutter at the Justice Center.

Winterized restrooms and concession stand at the Rodeo Arena.

Monthly fire alarm testing completed at all Facilities.

Checked and fueled all generator at all Facilities.

Ran cables for card reader at Fire Station #53 kitchen north door.

Ran cad 5 cable to Paul Wellingtons fax machine.

Check and fueled all City Generators.

Monthly fire alarm testing at all City buildings.

Moved desk and file cabinet from 3rd floor to 1st floor to Finance Department.

Ordered electrical connectors from Grainger for voting lights in City Council Chamber.

11 work orders received

11 work orders completed

5 work orders in progress

Capital Projects

2700 West Waterline and Road Widening – The high voltage move will begin next week to allow the storm drain work to be completed on the east side of the street. Paving of the storm trench will take place the week following the high voltage move (Monday, Nov 11 target). The high voltage move will require most of the street area to place the new poles and re-string the wires. Water line replacement work will begin simultaneously with the high voltage move. The water work will start with the cut in of four valves to isolate the east side of 2700 West from the main line replacement on the west side of the street that follows. This isolation is temporary until the 10 inch waterline is fully replaced, then the system will be linked back together.

5600 West Project, 6200 to 7000 South – Staff was successful in obtaining an additional \$750,000 for the project from the Wasatch Front Regional Council STIP (State Transportation Improvement Plan) process. The majority of this request is for the road work on the West Valley City street area (\$500,000), and the remainder is for utility moves. Property acquisition is proceeding, with some delay for the UDOT formatting process. Design can now continue with the additional funding that has been approved.

5600 West Project, 7000 to 7800 South – Water line construction is completed, including the change order to 5490 W along 7800 S, and less one springtime intersection connection. The road construction is proceeding with the first 5 inches of asphalt scheduled for next week. Seven inches total are scheduled to be placed, however, the remaining two inches will be placed in the spring due to winter time weather and coordination for any other utility placement for the surrounding developments. Extensive design work has been completed for Phase 2 with the release of a plan set for the remaining conduit on 5600 West and 7800 South for the power burial. A very favorable bid was received for the additional power conduit work from Acme Construction, a local West Jordan business. Cache Valley Electric is on site placing conduit and boxes for the power burial for Phase 1. Phase 2 design continues, with focus on the detention basin design for Dry Wash and road design for 7800 S. Final details for the pond and roundabouts have been discussed with the developer, and final plans are under way.

Streets Work Completed

- “Mud pumping”/sidewalk work orders.
- Interviews for Heavy Equipment Operator and Sweeper Operator.
- Striping continues (weather permitting) at various locations .
- Secured a power line that was hit by a contractor working on Airport Road. Repaired the damaged conduit and pulled in a string line for replacement of the power line.
- Street lighting repairs in the Jordan Landing area – ongoing.
- Follow up on numerous electrical issues at Ron Wood project.
- Graffiti was removed from 5 public locations (331 sq. ft.) and 4 private locations (97 sq. ft.) for a total of 428 sq. ft.
- Striping continues (weather permitting) at various locations.
- Replaced a thirty foot light pole that was hit by a vehicle on 6780 West 8200 South.
- Replaced a light pole and fixture in the west parking lot of the soccer complex.
- Prepared material list for outlets to be installed at Public Works.

- 20 street coordinate signs were replaced in the Oquirrh Shadows area. This area requires the old poles to be removed first and replaced with a break-away anchor and pole.
- Sign inventory collection is ongoing in district 12.
- Numerous work orders for street light repair have been completed; repairs in the Jordan Landing area are ongoing.
- Conducted e-waste and document shredding event on Saturday with ACE Disposal.

Parks Work Completed

- Inspection of new developments and spot checks of landscape maintenance contractor's work.
- Began shutdown of city irrigation systems – blowouts (ongoing).
- Restoration work following Engineering project on 3200 W.
- Continue restoration work on soccer fields.
- General maintenance of all parks.
- Fence repair at Veterans Memorial Park.

ENGINEERING

GIS (Geographical Information Systems Division)

Staff coordinated with Gateway mapping to upgrade our GIS Server and map services. The upgrade is currently 90% complete.

Attended “Sharpen your GIS Skills” workshop.

Researched and provided several utility maps to developers.

Created a district sidewalk map for the CIP group, and a water pressure zone map for the Water Division in Public Works.

Provided City measurement information to Brock Hudson for radio range requirements.

Completed VECC edits to Echo Ridge area.

Staff reviewed 7 legal property descriptions, 5 plats and completed 3 address verifications.

DEVELOPMENT SERVICES

Development Administration

The Director and City Planner interviewed three more candidates for the Senior Planner position from the existing pool of candidates. An offer has been extended to the top candidate who is the best fit with the position.

The director and several staff from the Planning and Building Safety Divisions attended three presentations this week for ERP software solutions for future integration with the city's information technology database management system. In total, the staff will be evaluating five different applications focused on applications for Community Development.

Economic Development

The city manager, director and representative with Bonneville Research met with a representative with Arbor Land Development and his architectural consultant to view the Station Park transit oriented development in Farmington. The purpose was to evaluate the development and discuss the application of similar design concepts for Briarwood (City Center) redevelopment area on Redwood Road. Several good ideas were generated from the field visit for the City Center redevelopment project. The redevelopment agency may need to prepare an inter-area loan from an RDA district with positive cash flow to provide matching funds in RDA #6 Briarwood for the economic and architectural consultants' services.

Long Range Planning

The City Council and Planning Commission conducted a joint meeting on November 6th to discuss the direction for planning staff with respect to preparing a new zoning district to replace the West Side Planning Area (WSPA) and consider funding a priority for hiring consultants to prepare a subarea plan for 5490 West, between 7800 and 7000 South. Direction was given to prepare a new district Performance Base Zone (PBZ) by keeping the same type of performance criteria as the WSPA, but reduce the base and maximum densities in accordance with the adopted 2012 General Plan. Also, direction was given to create different criteria for infill development vs. "new" development. A second discussion was completed regarding for hiring a consultant to prepare sub-area plan for an approximate 155-acre area of land located at 5490 West between 7000 S. & 7800 S. Direction was given not to hire a consultant at this time, but place the burden of sub-area planning and facility plan amendments (impacts) upon the property owners and/or would be developers.

Development Review

The planning staff is currently reviewing and processing 44 active development projects. Between October 31st and November 7th, four (4) new development applications were submitted for review. They are as follows: a conditional use permit for a pole sign to be located at approximately 3500 W. 9000 S. at the Jordan Valley Medical Center; an administrative conditional use for a used auto sales lot being proposed at 3570 W. Galaxy Park; a temporary use permit for Christmas tree lot at 9090 S. 2020 W.; and, a request to amend the Highlands (approx.. 5700 W. 7800 S.) development plan.

A new minor subdivision review for US Bank located at 7080 South Redwood Road, a major subdivision and site plan review for Ascent Academies of Utah for a new charter school to be located at 5672 W 8200 S.; and, a future land use map amendment and rezone for approximately 3.5-acres of property located at 1000 W. 9000 S. from Professional Office to Medium Density Residential, with the rezone being a change from Professional Office to R-1-10.

Zoning & Enforcement

Building permits reviewed: 3

Business Licenses reviewed: 6

Signs:

- Permits reviewed and approved: 2
- Active Temporary Sign Permits: 8

- Active A-Frame Sign Permits: 28

Building & Safety

Building permits issued this week include 4 new single family dwellings, 10 miscellaneous residential permits, and 7 miscellaneous commercial permits for a total building valuation of \$1.2 million.

Inspectors performed 150 field, investigative, and complaint inspections.

ADMINISTRATIVE SERVICES

Assistant City Manager

Participated in ERP demonstrations, development projects, and Citizens and Leadership Academy preparation. Coordination efforts with IT and GIS, financing for the water tank projects and other budget issues. Planning efforts underway for upcoming legislative session.

Information Technology

Development: Conducted ERP demos with the following vendors: Quintel & SAP, Tyler Technologies, and CityView. Reviewing the proposals received from RFP for the ERP system. Perform several database backup processes.

Systems: Configured Microsoft Lync server for IM/Availability. Researched mobile client connectivity and SSL requirements. Researched upgrade to Exchange 2013. Performed maintenance of Veeam Replication backup jobs. Researched large scale VMware Horizon implementation.

Network: Troubleshooting SSh tunneling issues on Spillman server, testing Landesk push for future Spillman Upgrade, Prepped 6509 switch for software upgrade, Created phone extensions for police, updated firmware on Mail filter, began research on future EOC communications.

Utility Billing & Customer Service

The customer service and utility billing reps sent 4,586 utility bills, 3 shut-off notifications, and 193 delinquent notices. They also handled 1,557 calls and 4,368 transactions.

Public Information & Events

Completed filming for the community branding video, with the exception of the mayor's welcome, which we will film once election results are official. Video editing starts Nov. 18. Graphic designer reworking logo concepts. Publicizing Youth Theatre's musical "Anne of Green Gables," which runs Nov. 7-18 at West Jordan Middle School.

Business Licensing/Rental Dwelling

For the month of October, Business Licensing opened 15 commercial licenses, 32 home occupations licenses, 6 solicitors' licenses, 1 non-profit license, 1 seasonal license and 3 fowl-keeping licenses. Rental Dwelling Licensing opened 18 new licenses. A total of 20 business licenses were closed and 1 rental dwelling license. Attended and evaluated various ERP presentations.

Treasury

Providing auditors with information for the City's audit. Attended the ERP presentations from Quintel and Tyler Technologies. This is just the beginning of the process, there are more to come.

Human Resouce

Open Positions: GIS Specialist II 10/17/13 – open until filled with the first review of applications on 11/8/13. Water Operator II 10/17/13 to 11/12/13. Community Service Officer 11/4/13 to 11/25/13.

In Process: P/T Real Property Agent and Water Construction Technician I application reviews are ongoing. Interviews have been scheduled for Heavy Equipment Operator and Parks Maintenance Worker I. Background investigations are ongoing for Animal Control Officer, Police Officer and Firefighter. We're ready to make an offer for Street Sweeper Operator and Senior Planner.

Recently Filled: Wayne Demke, our new Facilities Maintenance Technician I started on 11/4/13. Guler Banford will be our new P/T Volunteer Services Coordinator starting on 11/12/13.

The blood draw for our annual Employee Wellness Fair was held this week and the fair will be on 11/14.

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, November 08, 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</p>	Rick Davis	Do be re-evaluated in 2014

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	<p>lobbying firms who have expressed interest in representing our City that we will be reevaluating this need. By the first of the 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> <p>November 8, 2013 -- our staff had the opportunity to meet with the John Hiskey of Sandy City in an effort to glean from that community. The most effective means they have employed to advocate for funding on the Hill. The meeting was very helpful and provided us with some insight into how that community utilizes lobbyists. Specifically, Sandy officials have found that the more focused they can be with regard to desired outcomes, the more effective their lobbying efforts are. Sandy maintains a fleet of lobbyists on retainer who advocate for funding associated with larger capital projects and also significant issues. I look forward to having a broader discussion with you in January related to our potential use of lobbying.</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</p>	Tom Burdett	In Progress

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	<p>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> <p>October 11, 2013 – Staff will be scheduling a meeting with the working committee in the near future to review draft code amendments for digital billboards. In addition, staff will be seeking the committee’s advice on billboard relocations from redevelopment areas.</p> <p>November 1, 2013 – A draft code has been prepared and reviewed by planning and attorney’s staff members. It will be distributed electronically to the City Council sub-committee for review. It is tentatively scheduled to be reviewed for recommendations by the planning commission on November 19th.</p>		
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 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</p>	Tom Burdett	Delayed

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	<p>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> <p>November 1, 2013 –a redraft of the code is expected to be sent to city council in December.</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> <p>October 25, 2013 – I have made a cursory review of the presentation and will be meeting with staff next week. The report will then be forwarded to the Council electronically.</p> <p>November 8, 2013 -- I have now completed a more thorough review of the presentation and feel comfortable in it being forwarded to you for your review. It has become apparent to us, if we desire to continue utilizing banners and signage to promote City sponsored activities and events, that we will need an amendment to our current code. There will be more explanation to come on this. We look forward to your feedback, and are happy to bring this forward on a Council agenda if you so desire.</p>	Rick Davis	In progress
Future Land Use Map amendments and review of	A meeting date of June 4 was identified for a joint meeting between the City Council	Tom Burdett	

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Multifamily sites	<p>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 currently shown as a future regional park.</p> <p>November 1, 2013 – Changes will be scheduled for the planning commission in January of 2014.</p>		
Redwood Road Corridor	<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</p>	Tom Burdett	

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	<p>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 westside Mayors and the Wasatch Front Regional Council staff to discuss transit planning 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> <p>October 25, 2013 -- The development director and city manager will be visiting, Farmington's Station Park next week with architects and engineers associated with the downtown redevelopment project to identify elements that could be incorporated into the streetscape and other designs in our downtown area. Obviously, these elements could significantly, and will in fact impact Redwood road.</p> <p>November 8, 2013 – Staff is evaluating the possibility of using existing RDA funds to</p>		

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
	fund a streetscape design and capital improvement project to widen sidewalks, plant landscaping and install street furniture and bus shelters.		
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 agendized for September 11.</p> <p>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> <p>October 18 – A staff report has been prepared and is on the Council agenda for discussion on October 23rd.</p> <p>October 25, 2013 -- at the October 23 meeting, the Council determined the elements associated with pedestrian flow and vehicular access to 2200. These elements are being incorporated into a final design and will be sent to the Council prior to being scheduled on the capital improvement plan. It is likely that these improvements will be completed in fiscal</p>	Wendell Rigby	In Progress

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	year 2015.		
Stone Creek Special Service Area	<p>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 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</p>	Rick Davis	In Progress

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	<p>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 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.</p> <p>October 25, 2013 – A meeting with representatives of the Stone Creek Area has been scheduled for October 30. It is intended that this meeting assist us with the planning for an open house to be held in November. Invitations will be sent to residents of the proposed assessment area. Council will also be invited to attend. Following the open house, this item will be placed on a Council agenda for discussion. At this meeting, a comprehensive plan for funding and improving the capstone Creek area will be presented for possible Council ratification.</p> <p>November 8, 2013 -- A future meeting will be conducted on or around January 9th, 2014, where staff and the neighborhood representatives will conduct an open house to discuss the improvements and maintenance costs associated with the proposal.</p>		
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>	Tom Burdett	In Progress

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	<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> <p>October 11, 2013 – A draft statement has been prepared by the committee. Once the final editing is complete and consensus is reached with the committee, it will be forwarded to the City Council.</p> <p>October 18, 2013 – A meeting of the committee is scheduled for November 6.</p> <p>November 8, 2013 – The draft statement is finished by the committee and will be forwarded to the City Council for consideration and possible incorporation into the General Plan.</p>		
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 for the end of July.</p> <p>Staff has been in contact with</p>	Jeff Robinson (Brock Hudson & Bob Thorup)	In Progress

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	<p>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> <p>October 25, 2013 – Discussions are underway, at Chrysalis' request, to explore settlement options.</p> <p>November 8, 2013 – City Attorney met with City Council to discuss options.</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> <p>October 18, 2013 – Staff is finishing a staff report for Council consideration on</p>	Wendell Rigby	In Progress

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	<p>November 13th Council meeting.</p> <p>November 6, 2013 – The staff report is prepared but we need to first meet with Kim Wells and the Police Department to coordinate with them and include their comments. That meeting is being held on November 7th. The presentation of this item to the Council will most likely be done on December 4th.</p>		
Orphaned properties plan	<p>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 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>	Rick Davis	In Progress
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</p>	Wendell Rigby	In Progress

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	<p>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 workload.</p> <p>October 18, 2013 – The Workshop is scheduled for November 19th.</p> <p>November 8, 2013 -- in a meeting with the Jordan School District, that organization is pledged its support in developing a public information campaign to discourage graffiti among its student body. I have pledged our support in that endeavor.</p>		
Sign Code	<p>October 18, 2013 - Amendments to the sign code have been requested by Jordan Valley Medical Center, Utah Transit Authority (UTA) and Boulder Ventures to provide campus type master plan signage in Transit Oriented Districts (TODs). Staff is in the process of drafting the changes. City Council has also requested staff prepare minor changes be prepared to the temporary sign sections to allow some time frames (exemptions) for businesses impacted by major road construction.</p> <p>November 1, 2013 – Code amendments are being drafted and are anticipated to go to the planning commission in February 2014.</p>	Tom Burdett	In Progress
6200 South Crossing	<p>October 18, 2013 - Council has given direction to the city manager to bring back to them a plan to place pedestrian crossing flashers on 6200 S. The city manager has met with staff and is currently working on a funding recommendation. This item will be considered for funding on the October 23,</p>	Wendell Rigby	In Progress

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	<p>2013 agenda.</p> <p>October 25, 2013 -- On October 23, the Council approved funding for the new flasher. Installation will now go forward.</p>		