



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL**
Week ending December 13, 2013



Dear Mayor and City Council:

As most of you already know, West Jordan was privileged to host representatives of a Brazilian trade mission this week. The event was cosponsored by the Governor's Office of Economic Development (GOED). The purpose of the visit was to assess business possibilities for companies domiciled in Brazil. This was an exceptional opportunity to showcase our City, and judging from the feedback that I received from our Brazilian guests, they were very impressed with the offerings of our community. We had, in fact, an exceptional opportunity to visit the construction going forward at the Boeing building. More importantly than introducing Brazil to West Jordan, however, I believe we continue to demonstrate our eagerness and ability to remain a significant part of the State's economic development strategy. These types of endeavors solidify in the minds of those working in economic development at a state level that we are players in that strategy. Some of you may also know that we are interested in a second sister city relationship, and we have begun to fix our attention on possibilities in Brazil. This type of visit also assists us in this endeavor.

I am grateful to Jennifer Andelin for hosting the evening event at her home. This was an exceptional venue for dinner. I am also appreciative for the presence of two of our fine police officers, Abrahao and Bockholt, who both added to our arsenal of Portuguese speakers. Special thanks to Mayor Johnson, -Councilman Killpack, and Councilman-elect Haaga for their attendance, and of course Julie Brown, who provided most of the event's coordination.

Here are some other things happening around the City:

PUBLIC WORKS

Streets

Replacement of rectangular reflective flashing beacons (RRFB) units on 2200 West 7600 South. Built and installed two new pedestrian activated flashing beacons.



Street lighting repairs in the Jordan Landing area – ongoing.

Graffiti was removed from 1 private location (15 sq. ft.). Cold temperatures have not allowed for the operation of the pressure washer. Crews will remove additional locations as weather permits.

Worked to install pedestrian access of compacted millings along 5600 W behind and just west of the fence at West Hills Middle School. Staff did some grading and placed some material, but the project is temporarily on hold due to the snow in the area.

Snow removal: Installed and tested equipment on vehicles and staff worked rotating 12 hour shifts to battle the snow storm (including Saturday and Sunday shifts). Approximately 800 tons of salt was used. Numerous vehicle break downs occurred that were repaired by Fleet staff working overtime, with one ten wheeler still remaining out of service. Pictured below is an example of vehicles parking on the street that significantly slows our removal efforts in subdivisions.



Not a safe street to snowplow – for neither our driver nor the vehicle owners

Parks

Snow removal over the weekend – multiple shifts on Saturday and Sunday.

Reviewing and updating weed abatement plan for upcoming season.

Attended an introduction to CityWorks and participated in gathering information to begin setting up the program – ongoing.

Conducted playground inspections.

Capital Projects

2700 West Waterline and Road Widening – Water line replacement work is under way with work focused on the section of main between 9000 S and 9110 S. Work on the water system will be continuous for the next 2 months. This work includes time for flushing and testing the new system, so it may appear that no work is taking place while awaiting the results of the separate bacteria tests for each portion of the new line being placed into service.

Concrete work will proceed after the water work. Final paving operations will take place in the spring. Minor utility conflicts with Comcast and Century Link are being resolved.

5600 West Project – 6200 to 7000 South – Budget and design review meetings were held and an inter-local agreement was updated with comments from West Valley City staff. A discussion will be held at City Council about a potential road closure with a recommendation from staff on January 8th. An update to the entire 5600 West project will be given at that time. Property acquisition is proceeding, with some delay for the UDOT formatting process. Design is continuing with the expanded scope for the project. Final design review meetings are rolling into next year due to property acquisition time frames.

5600 West Project – 7000 to 7800 South – Work this last two weeks has centered on an agreement with Peterson Development for the land for the required detention basin on Dry Wash. Extensive meetings and communications have taken place to reach a mutually beneficial agreement and that agreement was approved by the City Council on December 4. Please see below for the current status of the construction effort.

Phase 1 has reached a stage where a wintertime suspension of the contract time is warranted. Paving of the first 5 inches of asphalt is complete, and work that remains is better suited to be synched up with Phase 2 work for the spring. 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. One water connection in the intersection remains, as well as sewer work in the intersection and on 7800 South. 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 complete with Phase 1 power conduit and boxes placements. Phase 2 design continues, with focus on the detention basin design for Dry Wash and road design for 7800 South.

7800 South Project – 4800 West to U-111 (STIP Funding Requests) – Staff is working on 2 requests of approximately \$5.4 million each for Federal funds for widening and reconstruction of 2 segments of 7800 South between the coordinates listed above. Cost estimating and preliminary designs will be promulgated over the next month to provide enough information to the Wasatch Front Regional Council Technical Advisory Committee for discussion and selection of 2019 projects.

Development Division

Pre-construction meeting held for Itineris Charter High School located at 8714 S Roy Del Circle. This site serves advanced high school students taking college classes and will open in August 2014.

Final application has been made for Smith's Marketplace subdivision and site plan review. Development agreement application to be following shortly.

LEGAL DEPARTMENT

Code Enforcement

New Complaints	16
Complaint Reviews: Founded	23
Unfounded	4
Notice of Violation Issued	20
Compliance Inspection (14 day)	23
Compliance Letters Issued	16
Phone Calls, Emails and Walk-ins	64
Follow-up Requests	25
Subpoena Service	1

FIRE

Operations

Recently, Station 53 responded to a full arrest. The patient was driving home and started not feeling well. He was able to pull over and park before he lost consciousness. Ladder 53 was returning to the station from a previous call and arrived as the call was being dispatched. CPR was started and the patient was defibrillated 3 times. Ultimately the patient did start breathing on his own and his heart did start beating on its own. Therapeutic hypothermia was started prior to transferring care to the hospital.

Prevention

The Fire Marshals' Office took the opportunity to tour the remodeling progress of the Boeing facility with the Building & Safety Department as they conducted several inspections. It is very impressive to view the size and scope of this project and what has already been completed in a short period of time.

Earlier this week, we also met with Boeing's Emergency Preparedness, Security, and Fire Protection Department director and discussed coordination of response plans and concepts between on-site responders and the Fire Department. These plans may include tabletop exercises, functional exercises, medical and limited fire response training, as well as possible FD response demonstrations for employee social gatherings. The Boeing Company appears to be very safety conscious and is committed to the protection and welfare of their employees and sees involving our department as an integral part of that commitment.

Training

The Training Division has had the opportunity to welcome our two newest firefighters, Collin Steele and Robert Reedy. They have been on days for two weeks learning more about policy, procedure, skills and information on how the city runs so efficiently. They are heading out to their assignments this next week. They will have the next year to continue to learn more about skills and function as members of the department.

Emergency Management

The monthly meeting of the Local Emergency Planning Committee (LEPC) was held. The focus this month was on pipeline awareness and safety. Training material was provided by the Pipeline Association for Public Awareness.

Local emergency managers were invited to take a tour of the main Church of Jesus Christ of Latter Day Saints Bishop's Storehouse. The facility is impressive in both its size and earthquake resistant engineering as well as the goods it is able to deliver. The storehouse in Salt Lake helps to support storehouses across the country.

POLICE

Officer Hunter took a report on a stolen vehicle on Monday morning and the vehicle was entered on NCIC as stolen. Later that evening as Officer Hunter was leaving for home he noticed a follow-up call stating that the vehicle has been located. He thought he should take the call since he had taken the first report. When he talked to the "complainant" on the phone it did not sound like the victim. He soon determined that he was talking to an imposter who was asking for the vehicle to be removed from NCIC. Officer Hunter told the caller that she needed to come to the station in order to get the vehicle removed from NCIC. The caller later responded to the station with the stolen vehicle and was taken into custody. During the investigation Officer Hunter noticed that the suspect had obtained a temporary permit for the vehicle from DMV that morning. The suspect was booked into ADC on felony charges.

The Professional Standards & Training Bureau conducted first and second phases of the Community Service Officer hiring process was completed, which included a written exam, background questionnaire, PT test and an oral board interview. This will create a hiring list for the selection of the new CSOs.

ADMINISTRATIVE SERVICES

Assistant City Manager

Attended Utah League of Cities and Towns Legislative Policy Committee, Brazilian Trade Delegation, and new employee meetings. Ongoing work with IT ERP, the 2014-15 budget, leadership academy and quality standards.

Utility Billing & Customer Service

Customer service and utility billing reps sent 4,065 utility bills, 7 shut-off notifications, and 198 delinquent notices.

Business Licensing & Rental Dwelling

Processed 18 new Commercial applications, and 7 Home Occupation applications. Staff is also helping the Department of Professional licensing investigate a medical business with two separate applications in violation. Staff is preparing a home firearms dealer application for the PD for their inspection. Sent out 2 certified letters of commercial business out of compliance with the city.

Public Information & Events

Final editing of branding video taking place. Branding committee narrowed down logo choices. Video and logo options will be shown at Dec. 18 Council meeting. Helped coordinate tour and dinner of Brazilian Trade Delegates.

Human Resource

Open Positions: Utilities Superintendent 12/2/13 to 12/30/13. Fleet Mechanic 12/6/13 to 12/20/13.

In Process: Background investigations are ongoing for Animal Control Officer and Police Officer. The Police Department is conducting interviews for Community Service Officer. Recently Filled: Daniel Stoddard accepted a promotion to Irrigation Specialist effective 12/9/13. Sheldon Baumgartner and Andrew Thorup both accepted positions as GIS Specialists. Sheldon will start on 12/16/13 and Andrew will start on 12/30/13. Kelly Krizman has accepted a position as a Water Construction Technician I and will begin on 12/16/13.

Information Technology

Development: Reviewing the proposals received from RFP for the ERP system. Researching and analyzing the phone system infrastructure for replacement. Perform several database backup processes.

Network: Meeting with Telcom contractor to get design of new WAN infrastructure and Phone system, Spillman upgrade project, Webfilter configurations.

Systems: Researched hardware requirements for VMWare host refresh with full VMWare View Horizon deployment. Upgraded ESX and vCenter from 5.1 to 5.5.

DEVELOPMENT SERVICES

Economic Development

The Director attended Salt Lake County's Regional Economic Retreat. The primary focus for the retreat was tax Increment Financing (TIF), with an emphasis on Community Development Areas (CDA). Salt Lake County has drafted a new policy for reviewing CDA proposals. It was well attended by Community and Economic Development Directors from partnership municipalities. The half-day retreat was very informative for managing existing and future TIF projects.

Development Administration

The Planning Staff would like to welcome its newest member to the team - Senior Planner, Larry Gardner, whose first day was Monday, December 9th. Previously Larry worked for Cottonwood Heights as a Senior Planner and in South Salt Lake as Community Development Director. Larry is a great addition to the Community Development team and Planning Division. He has a great amount of experience in the Planning field. Being a resident of the City his entire life, he already knows his way around the city.

Development Review

The Planning Staff is currently reviewing and processing 34 active development projects. Between December 5th and December 12th, two new development applications were submitted for review, both of which were requests for Zoning Verification letters.

Community Development and CDBG

Staff coordinated and participated in the Mayor's Jordan River Trail and Habitat area update to the Governor's Office.

Staff prepared and submitted a request for a 6-month extension from the LeRay McAllister program for the purchase of the 8600 S trailhead property.

Staff attended IDIS training for the CDBG Program Financial requirements.

Zoning & Enforcement

Building permits reviewed: 5

Business Licenses reviewed: 22

Zoning Verification Letter: 2

Signs:

Permits reviewed and approved:

- Active Temporary Sign Permits: 7
- Active A-Frame Sign Permits: 28

Building & Safety

Building permits issued this week include 13 new single family dwellings, 14 miscellaneous residential permits, 8 miscellaneous commercial permits for a total valuation of \$2.7 million.

Inspectors performed 165 field, investigative, and complaint inspections.

New commercial permit applications received include Smith's Marketplace at 5710 West 7800 South – 123,677 sq. ft. and C.L. Wayman Plumbing at 5535 West Leo Park Road – 3,398 sq. ft.

CITY MANAGER'S OFFICE

City Clerk

An Open House is scheduled for Wednesday, January 8, 2014, from 5:00 pm to 6:00 pm, to recognize the Out-Going, In-Coming Mayor, and Council Members. The newly elected Mayor and two At-Large Council Members will be officially sworn into office at 6:00 pm that evening.

The department received a request from the City Attorney's office to complete a search of specific documents regarding an on-going litigation. This search provided well over 1,000 pages of documents that were provided to the Attorneys.

Pending BIDS/RFPS:

RFP – Insurance Broker and Consulting Services for Risk Management – Friday, December 13, at 3:00 p.m. – Attorney's Department

BID – 2014 Pedestrian Ramp Project, Project #RD 14-02 – Tuesday, December 17, at 2:00 p.m. – Capital Projects

BID – 4 MG Water Storage Tank Project #CW 13-05 – Thursday, December 19, at 2:00 p.m. – Capital Projects

RFP - Design and Construction of a Mobile Command Post (trailer) – Monday, December 23, at 3:00 p.m. – Police Department

Office of Development Assistance

Pre-application meetings held:

Addenbrook @ Highlands Subdivision – 7800 South 6400 West Jordan City
Henry's Place Subdivision– 8305 South 2700 West

Plats recorded:

Southwest Industrial amended subdivision

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

Ascent Academy Charter School

Clay Hollow Subdivision

CL Wayman site plan

Revised plan(s) returned for staff review

Sommerglen Heights preliminary subdivision

Broadmeadows @ the Highlands subdivision

Three Forks Phase 7 subdivision

Mountain Park Estates amended subdivision

Meetings held w/developer(s):

Meeting with Boyer Company to discuss options for locating the waterline along 7800 South for the Loneview North project.

Weekly coordination meetings:

Peterson Development – Topics discussed;

- Regional Detention Pond property acquisition
- Outfall line going east across Peterson property
- 3 Forks #7 redline return

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, December 13, 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>	Rick Davis	Do be re-evaluated in 2014

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	<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 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</p>		

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	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.		
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> <p>October 11, 2013 – Staff will be scheduling a meeting with the working committee in the near future to review draft code.</p>	Tom Burdett	In Progress

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	<p>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> <p>November 15, 2013 A draft change to the sign code has been recommended by a sub-committee of city council for submittal to the planning commission. It is scheduled for a public hearing with the planning commission on November 19th at 6:00 pm.</p> <p>December 13, 2013 - Planning Commission conducted a public hearing regarding proposed amendments to the billboard section of the sign code. With consent from members of the billboard industry, the commission continued the code amendment to no later than the end of March. The commission requested additional changes to the distance separation standards for digital billboards.</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 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</p>	Tom Burdett	Delayed

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	<p>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> <p>December 13, 2013 – A revised draft has been prepared. After review by the City Attorney’s Office, it will be rescheduled for consideration by City Council in January.</p>		
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 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>	Tom Burdett	
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>	Tom Burdett	

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	<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 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</p>		

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	<p>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 fund a streetscape design and capital improvement project to widen sidewalks, plant landscaping and install street furniture and bus shelters.</p> <p>December 13, 2013 – A budget green-sheet has been prepared to fund a design and cost estimate for Redwood Road upgrades. Staff is preparing for another community workshop in February or March of 2014. Recommended changes to the Future Land Use Map are anticipated to be presented to the planning commission in April of 2014.</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 agendized for September 11.</p> <p>A presentation was made to the Council on</p>	Wendell Rigby	Completed

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	<p>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, 2013 – 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 year 2015.</p> <p>December 6, 2013 – Staff is preparing a short presentation for the Council Strategic Plan Retreat in January 2014 to present several options for additional parking near the Baseball Fields in the Park for the Council's consideration.</p>		
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</p>	Rick Davis	In Progress

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	<p>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 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</p>		

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	<p>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> <p>December 13, 2013 – The draft policies have been referred to the planning commission for recommendations for amending the General Plan.</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> <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</p>	Tom Burdett	In Progress

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	<p>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> <p>December 13, 2013 – The draft policies have been referred to the planning commission for recommendations for amending the General Plan.</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 November 13th Council meeting.</p>	Wendell Rigby	Completed

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
	<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> <p>December 6, 2013 – A presentation was made to the Council on December 4, 2013 and they directed staff to add the same proposed signs to the entrances of the City and to budget the program into the FY 2014-15 Budget. This item is completed except for installing the signage which will be done in July 2014.</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> <p>December 13, 2013 – Committee work on this issue will commence at the beginning of the year.</p>	Rick Davis	In Progress
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</p>	Tom Burdett	In Progress

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
	<p>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>		
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, 2013 agenda.</p> <p>October 25, 2013 -- On October 23, the Council approved funding for the new flasher. Installation will now go forward.</p> <p>November 15, 2013 – Salt Lake County Public Works will begin work on this HAWK signal on November 15th and will be done by December 15, 2013.</p> <p>December 13, 2013 – All mast arms, signals and electronic components are installed, we are waiting on Rocky Mountain Power (RMP) to supply power to the signal and make it operational. We expect to have that done in the next week or so, but I have no commitments from RMP.</p>	Wendell Rigby	In Progress
5600 West Gate Encroachment Project	<p>December 13, 2013 - GIS has identified the affected properties and provided addresses of the occupants as well as property owners. Code Enforcement is preparing a letter that will be sent to all properties and owners regarding the gates and upcoming Capital Improvement Project.</p>	Jeff Robinson	In Progress

