



**CITY MANAGER'S  
WEEKLY REPORT  
TO THE WEST JORDAN CITY COUNCIL  
Week ending February 21, 2014**



Dear Mayor and City Council:

As we continue to develop our budget proposal for 2014/2015, I thought it would be helpful for you to understand how the economy performed in 2013 and what we expect it to do in 2014. I summarize below information from the Bureau of Economic and Business Research at the University of Utah.

Every indication is that Utah has recovered from the Great Recession in terms of both employment and wages, but other measures will need a few more years to recover back to prerecession levels. Nevertheless, our economy continues to experience a slowdown in employment growth. Jobs increased in 2013 by only 1.8%, the lowest rate of employment growth in 30 months. In fact, for seven of the last eight months, employment growth has been below the historic average of 3%. The increase in employment during December 2013 was 22,500 jobs. Over the last 12 months, our job growth has been led by healthcare (7,700 jobs). The second strongest sector in terms of numeric change was wholesale trade, up 3,800 jobs. This sector also showed the greatest percentage gain of any other major sector, with an 8% increase over December 2012. Among all states, Utah ranked fifth in job growth over the last year. However, with a 2013 growth rate of 1.8%, Utah is likely to drop out of the top five. The bottom line is that while we're still adding jobs, don't expect us to add as many of them as we have in the past. Notwithstanding, we should see a 3.1% bump in jobs for 2014. That translates into 40,000 additional jobs. Economists simply don't know if we can sustain that type of job growth year after year like we did in the past.

With regard to building and development, permits in 2013 for residential units in Utah totaled 13,031 units, actually down 3.3% year-over-year. The multi-family market struggled in 2013, dragging down overall residential numbers. Apartment and condominium permits were down 35%. Single family permits, however, rose 11.5%. Meanwhile, the value of new residential permits was down 34%. Expectations are that the nonresidential construction market will improve significantly in 2014 with the continuation of job growth and lower vacancy rate for commercial real estate.

The number of single-family homes sold by realtors in the four Wasatch Front counties in 2013 was 23,464. That level of sales is 80% of the prerecession level of 29,300. Sales in Utah County have actually recovered to 92% of the prerecession level, compared to only 78% recovery in our County. The median sales price of single-family homes increased by 13%, from \$199,549 in 2012 to \$225,000 in 2013. Salt Lake County enjoyed the largest gain with the median sales price jumping 15.6% to \$245,000. However, sales price increases are beginning to moderate. In the first quarter of last year, the median sales price along the Wasatch Front rose 21% over the first quarter of 2012; but by the fourth quarter, the price increase was down to 10%. It is expected that home prices in 2014 will increase, but only at a single digit pace. Perhaps the single most impactful factor associated with rising home prices

is the reduction of foreclosures and the fact that competition from distressed properties has greatly diminished. Rising prices have also resulted in the number of underwater mortgages being cut in half during 2013, only 56,500 at the close of the last year. Fewer underwater households should help housing demand, as more households can consider moving up.

As a city, West Jordan should enjoy a fairly strong, yet still recovering economy in 2014. We are certainly not going to light them up like we did in the previous decade. However, job growth should be steady and the associated multiplier effect connected to tax revenues should show solid growth. While it is very early to say for sure, early indications are that West Jordan City should see a moderate increase the total tax revenues. Much of this will be realized through an increase in sales taxes and new growth. Increased tax revenue through the appreciation of property values is typically moderated by a decrease in the certified rate that we receive from the County. In other words, much of what we would otherwise realize in terms of property tax base growth (increases in property value) is offset by the County lowering our certified property tax rate. That's why we rely on new growth and economic development so much. In 2014, we do expect to see new businesses come online, including the new Smith's Marketplace at 7800/5600, as well as adjoining retailers. In addition, Boeing should be wrapping up their renovation project in 2014. We expect them to be in full production during 2015. We've also heard from commercial brokers and existing businesses who have expressed interest in expanding and locating in West Jordan. Finally, we have nearly 30 subdivisions at some stage of development. The recessionary ice does show signs of thaw.

My best recommendation to our governing body and to our citizens is that we press forward with cautious optimism in 2014/2015. Plan for a budget proposal that will be aggressive in addressing the Council's goals and community needs, yet conservative enough to allow us to react to unforeseen contingencies.

Here are some exciting things happening around the City:

## **FIRE**

### ***Operations***

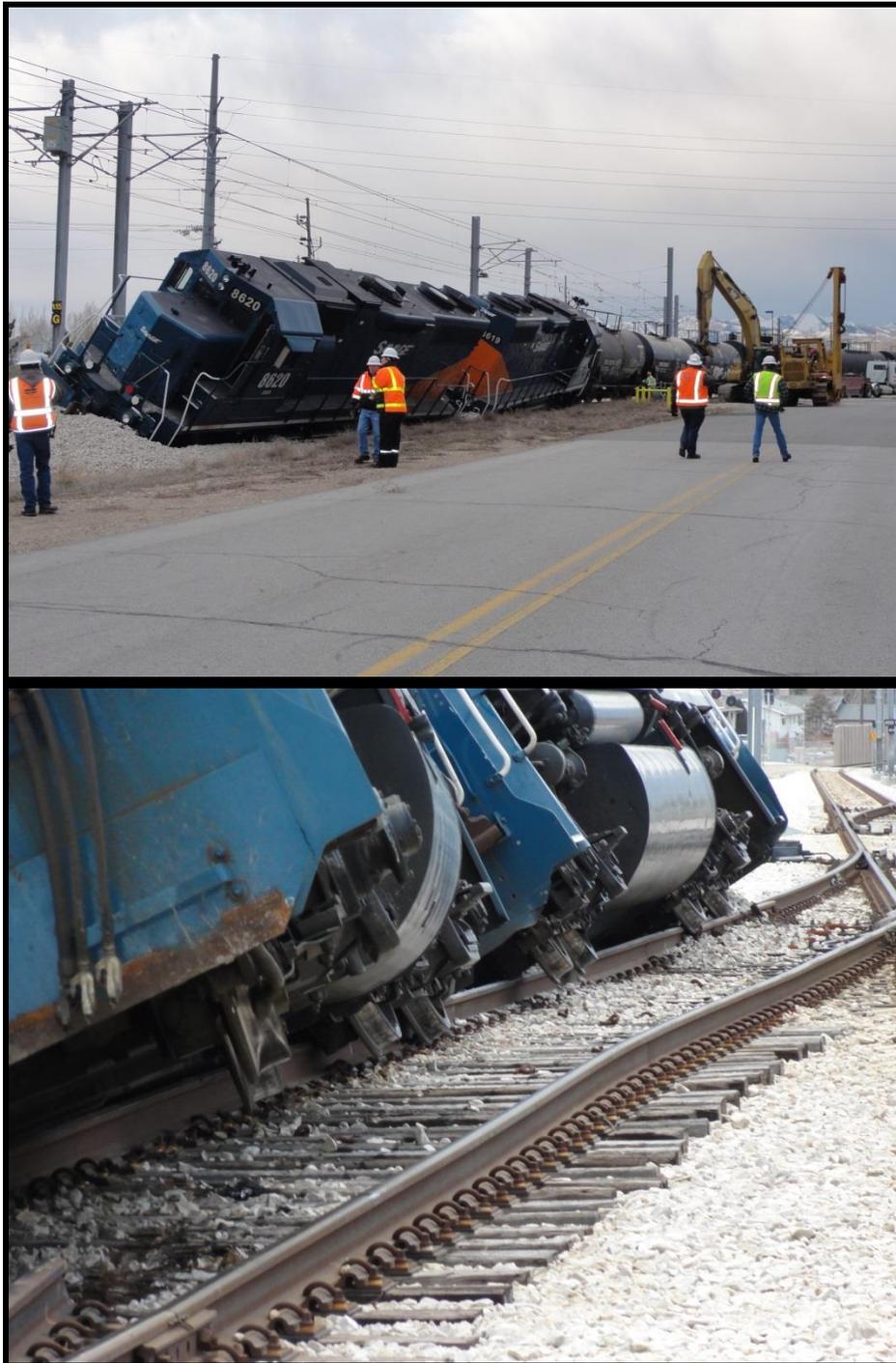
02/16/2014

On the morning of February 16, 2014 at 0650, ME55 was dispatched to respond on a bicycle accident on U-111 and 9800 S. Dispatch informed responders that an approximately 60yr old male was found on the side of the road, unresponsive but breathing lying near his bicycle. ME55 arrived with E115 and assumed patient care. It appeared the man had been riding his road bike down a hill at high speeds when he apparently lost control wrecking severely. He was unconscious but did respond to pain. He had labored breathing and superficial abrasions on his head and legs. Upon examination his lung sounds were diminished on one side and crepitus was present on palpation. A rapid transport to IMC was initiated. En route patient's airway was managed in order to maintain oxygen saturation but patient remained unconscious. At IMC it was discovered the patient had a Sub-arachnoid hemorrhage, a pneumothorax, and several broken ribs. Though the patients injuries were severe hospital staff expected a full recovery.

### ***Emergency Management***

Approximately 3:30 am on Wednesday Feb. 19<sup>th</sup> a Savage Railway engine derailed while leaving the Welby siding at 4100 W. Old Bingham Hwy. There were no injuries and only a

small engine oil spill that was handled by the railroad's contractor. 15 cars attached to the engines remained upright and undamaged.



## **CITY MANAGER'S OFFICE**

### ***City Clerk***

The City Clerk's Office hosted a meeting with the Greater Salt Lake Clerks and Records Association Wednesday, February 19. There was great interest and had the highest number of attendees to a meeting such as this! The topic of discussion was the recent 2013 Absentee Ballot Voting process, as well as HB 252, and other possible election issues being presented

during the 2014 Legislative Session. Along with most of the Clerk's and Recorders from Salt Lake County, we had a number of others attend such as the Provo City Recorder, Sherrie Swensen, Salt Lake County Clerk, Rozan Mitchell, Salt Lake County Elections Director, Pam Tueller, Deputy Elections Director, Lincoln Shurtz, and Cameron Diehl with the Utah League of Cities and Towns!

**Received the following RFP/BID's:**

RFP – Construction Management Services for 5600 West Improvement Project – Tuesday, February 18, at 10:00 a.m., - Capital Projects

**Contractor**

EPIC Engineering

Stanley Consultants, Inc.

RFP – Storm Water Master Plan Update – Thursday – February 20, at 4:00 p.m. – Capital Projects

**Contractor**

Hansen Allen & Luce

**Pending BIDS/RFPs:**

RFP – 7800 South LOMR (Letter of Map Revision) Application Assistance – Friday, February 28, at 2:00 p.m. – Capital Projects

BID – Jordan River Trail Project, PK 13-3 from 9000 South to 8600 South – Tuesday, March 4, at 2:00 p.m. – Capital Projects

RFP – Water Master Plan Update – Thursday, March 13, at 4:00 p.m. – Capital Projects

***Office of Development Assistance***

**Redline return meetings held or redlines returned to developer:**

Questar Gas U-111 end facility

Creekside Phase 1 subdivision

**Revised plan(s) returned for staff review:**

Maple Hills Phase 1A and 1B Subdivision

**Pre-Construction Meetings:**

Popeyes at Jordan Landing

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

Clay Hollow Subdivision (Ascent Academy Charter School)

**Pre-Applications Meeting(s)**

AIMTEC Subdivision – 6383 West 8200 South

AIMTEC Subdivision – 6375 W. Fall Oak Drive

## **DEVELOPMENT SERVICES**

### ***Economic Development***

This week was outstanding for economic development. Oracle is expanding its global data center in the Bingham Business Park and Popeye's Chicken is building a new restaurant at Jordan Landing.

In addition, the director made headway with establishing a strategic plan for assembling an economic development team to focus on expanding the Jordan Landing Technology Park. This effort may include a connection with the east side of the South Valley Regional Airport. If the team is formed, as contemplated, it could plan for facilitation of 130 acres with a potential for 1 million square feet of business space for the city.

The director and grants manager also met with representatives with the non-profit group, National Development Council (NDC) regarding public-private financing partnerships. They may be another source of potential partnership financing for small and minority business loans.

### ***Development Review***

On February 18, 2014, the Planning Commission held a public hearing on a conditional use permit application for A&K Recreational Rentals located at 8901 South 1300 West. The application was approved by the Commission by a 4 to 2 vote. A&K Recreational Rentals will be renting recreational vehicles such as all-terrain vehicles, snow-mobiles and wave runners. The Planning Commission imposed several conditions upon the business to protect neighboring residential properties and the public from any negative impacts.

On February 18, 2014, the Planning Commission held a public hearing on a request from Ivory Homes to approve Sommerglen Heights –a preliminary major subdivision. Sommerglen Heights is located at approximately 7300 South 5600 West, within an R-1-10 (ZC) district, and will include 111 lots within the subdivision boundary. The major subdivision was approved with the condition the final plat will be again heard by the Planning Commission.

The Planning Staff is currently reviewing and processing 32 active development projects.

Over the past several years, the Planning Division has been keeping records on the number of vacant single-family dwelling lots in the City, also keeping track of which subdivision those lots are located. As of January 31, 2014, the tallies are as follows:

- There are 352 vacant single-family lots in the City of West Jordan.
- These lots are distributed through 27 recorded subdivisions.
- The average lot size of these 27 subdivisions equals 11,578 sq. ft. in area for an overall gross density of 2.96 dwelling units per acre.
- 244 of the 352 vacant lots are located west of Bangerter Highway.
- 108 of the 352 vacant lots are located east of Bangerter Highway.
- As a whole, the 27 subdivisions are 55 percent built-out.
- 177 single-family building permits were issued between January 1<sup>st</sup> and December 31<sup>st</sup> of 2013. At this rate, and assuming no further recording of plats, complete build-out of the 27 subdivisions would be 24 months.
- In January of 2013, there were approximately 365 vacant single-family lots in the City distributed through 32 recorded subdivisions.

### ***Zoning & Enforcement***

Business Licenses reviewed: 9

Signs:

- Active Temporary Sign Permits: 6
- Active A-Frame Sign Permits: 28

### ***Community Development***

Staff participated in the annual HUD Conference call with the Denver Region VIII HUD Office and the Utah HUD Office. The purpose of the call was to review the ongoing West Jordan CDBG Program and proposed changes for the FY 2014-2015 program.

Staff represented the City on the HOME Consortium meeting for the review of FY 2014 HOME funding requests. Requests were received from Habitat for Humanity, Community Development Cooperation, NeighborWorks, The Road Home, Salt Lake County Housing Authority and Community Action Program.

### ***Building & Safety***

Building permits issued during this period include 8 new single family dwellings, 8 miscellaneous residential permits, 2 new commercial permits for Popeye's at Jordan Landing and CL Wayman Plumbing in Bagley Park and 4 miscellaneous commercial permits including a \$13 million tenant improvement for Oracle for a total valuation of \$15.8 million.

Inspectors performed 139 field, investigative, and complaint inspections.

## **LEGAL DEPARTMENT**

### ***Code Enforcement***

New Complaints	5
Complaint Reviews: Founded	21
Unfounded	2
Notice of Violation Issued	21
Compliance Inspection (14 day)	44
Compliance Letters Issued	31
Phone Calls, Emails and Walk-ins	102
Follow-ups	40

## **ADMINISTRATIVE SERVICES**

### ***Assistant City Manager***

Ongoing work with dept. organization efforts in Public Works for Fleet and Parks, Trails and Open Space. Working with HR on insurance renewal process.

### ***Information Technology***

Development: Perform several database backup processes. Compiling the requirements and needs for a Phone system replacement of our current system. Conducted meeting with Tyler

to setup and establish a kick-off meeting for the ERP system. Reviewing and establishing IT policies for the City.

Systems: Configured VM servers for ERP implementation. Performed backup maintenance. Requested RMA/ordered memory for Dell infrastructure servers.

Network: Programmed Call routing system for the Cities main incoming line, and troubleshoot network routing problems, and Voip training.

### ***Utility Billing & Customer Service***

Customer service and utility billing reps sent 6,848 utility bills, 387 delinquent letters, 57 shut-offs, and 3,898 transactions.

### ***Events***

**Meet the City** is March 5<sup>th</sup> from 6-9pm at City Hall. Met with Comcast to firm up registration process for **Comcast Cares Day/ I Love West Jordan Day of Service** April 26<sup>th</sup> from 8 a.m.-noon. Hard copies of registration forms are available at City Hall as well as online.

### ***Public Information***

The West Jordan Journal was published under new ownership and a new format. We will continue to evaluate this option for city newsletter distribution. Logo designer has submitted updates and new concepts for discussion at the February 26<sup>th</sup> meeting. Working to cut down the full-length community branding video into two 30-second spots.

### ***Human Resource***

Open Positions: P/T Police Records Technician, 2/14/14 – 2/28/14.

In Process: Background investigations are ongoing for Animal Control Officer, Community Service Officer, Police Officer and Firefighter. We are working on Economic Development Director, a temporary Engineering Administrative Assistant, P.T Police Background Investigator, Deputy Fire Chief and two positions in Fleet. Testing and interviews for P/T Administrative Assistant I were held this week. Testing for Executive Assistant was also held this week.

Recently Filled: Valeria Torres (P/T Domestic Violence Victim Coordinator) started 2/18/14. Adam Favero (Utilities Superintendent) started 2/18/14. We are scheduled to start four new Police Officers on 2/24/14. Kent Brienholt (Parks Maintenance Worker II), Alex Larsen (Parks Maintenance Worker I), Austin Crane (Water System Operator I), Zackary Griffis (Street Maintenance Worker I) and Colton Perkins (Street Maintenance Worker I) will all be starting on 3/3/14.

- Our annual sexual harassment training for all employees will be held in March. Information has been sent to all departments. We're also working with our benefit broker and the benefit committee as we gear up for benefits renewals.

## **POLICE**

### ***Evidence***

The monthly Evidence Room Technicians training was held in West Jordan where they discussed the processing of firearms and working with ATF. They also talked about health and safety issues in handling evidence.

## ***Warrants Division***

The Warrants Division and the Investigations Division assisted an Investigator out of Wyoming in locating a suspect listed NCIC from their city. The suspect was located and arrested, a search warrant was obtained for his residence.

The Division assisted the US Marshalls Office in locating and arresting a federal fugitive that was connected with multiple stolen firearm charges. The Division also arrested six people with multiple outstanding warrants where the total bail amounts came to \$50,373.

## **PUBLIC WORKS**

### ***Streets***

Graffiti was removed from 2 public areas (13 sq. ft.).

Solid waste staff delivered containers to 4 new homes, 12 repaired, 4 extra containers, 53 replaced, 10 picked up, verified inventory at 10 locations, built 136 new containers and broke down 68 for recycling.

Completed several work orders for pot holes and asphalt repairs.

Had two sweepers sweeping.

Crack sealing in slurry seal area.

Hauled roto-millings to Asphalt Materials.

Data collection with GPS coordinates and reflectometer readings.



***Parks***

Working on the list of tree complaints throughout the city (continual).

Finished renovation and repair on Constitution reservation boards.

New staffing is working on or has obtained their pesticide and their CDL licenses.

Completed maintenance plan for park maintenance with maps and routes.

Met on Stonecreek SAA. Tim and Brian compiled estimates as directed.

Met with Bryce and Rick on parks re-organization.

Attended mandatory evaluation training at City Hall.

***Wastewater***

Sewer TV areas	Hospital easement line, Storm drain line at 7500 S 2540 W (Pipe was damaged by contractor)
Total Footage Videoed	808.2'
Sewer General Maintenance	9,049'
General Maint. Cleaning	Green Meadow Farms, Southwest Industrial Center, The Woods

V06105 Vector was in for service Monday to Wednesday. Lead operator was off Thursday and Friday.

Tailgate Training: Discussed our fire drill and evacuation procedures. Informed the group about the "All Clear" practices.

Crews working on building lockers and organizing or storage area.

Provided a driver for the dump station construction project one day this week.

TV the easement line out of the hospital to locate two buried lids, then the crews raised the buried lids.

Located four manholes in Southwest Industrial Center that had poured in place bases. Engineering never had the contractor remove the top portion of cut away pipe to provide access to service the main. There is 1,500' of sewer that is inaccessible and has never been serviced. We will now have to have our construction crew perform this work on these four lids.



## **ENGINEERING**

### **Capital Projects**

**2700 West Waterline and Road Widening** – The new 10 inch waterline is fully installed and operational. Service connections have been completed, and final connections to the ICH clinic and gas station are scheduled for the end of this week (Friday night). Questar Gas will be coming into the work area during March to upgrade an old 4 inch gas service line to an eight inch line. This work will occur under the east sidewalk by directional drilling for the majority of the work. Replacement service connections will be completed by the gas company. Thereafter, concrete work will proceed on the west side of the street in April. Final paving operations will take place in May, weather permitting. Minor utility conflicts with Comcast and Century Link are being resolved.

**5600 West Project – 6200 to 7000 South** – Only limited action this week. 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 will occur during the first six months of 2014, with bidding to take place in summer to fall of 2014. One of the main reasons for the delay are timing of utility conflicts with Rocky Mountain Power, who cannot shut down service during the summer, and Kearns Improvement District who has a line to replace or lower that is unbudgeted at their agency.

**5600 West Project – 7000 to 7800 South** – The Phase 2B bid opening was held on January 30, 2014. There were 10 bids received, and Kilgore was the low bidder at \$7,184,447.00, which places the entire project squarely within budget. The amount of the inter-fund loan for the storm drainage work is therefore \$1,115,055.00. The award of project 2B was completed on February 12, 2014. 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 S. Extensive design work has been completed for Phase 2 with the construction of conduits for the power burial currently under way. Acme Construction, a local West Jordan business, has rough cut the area for the conduit and is proceeding rapidly. Cache Valley Electric is complete with Phase 1 power conduit and boxes placements.

**9000 South Pedestrian Tunnel Project – Jordan River Trail** – The bid opening was held on January 22, 2014 at 2:00 P.M. There were 12 bidders and Lyndon Jones was the lowest responsive, responsible bidder at \$671,573.00. The project award was completed on February 12<sup>th</sup>. The Pre-construction meeting is scheduled for February 20<sup>th</sup> at 10:30 A.M. Construction should start in March and proceed for approximately 60 days.

### ***Traffic Engineer***

Reviewed the Traffic Impact Study for the Gardner Mill Apartments that propose an access onto 1300 W 7800 S. A widening and signal improvement project in 2016 is planned for the existing traffic signal at 1300 W 7800 S. We received a letter from Questar that they would allow the road to be widened in front of their new gas valve property on 1300 W. A consultant is reviewing the new traffic signal layout and will analyze how much the traffic will back to the north in the AM and PM peak hours in future year 2016 and beyond.

Reviewed the Traffic Impact Study for the Sommerglen Heights subdivision north of the new Smith's on 5600 W and approximately 7400 S. The study did not address the Safe Routes to School for elementary children. The subdivision is split between Falcon Ridge Elementary to the north (1.0 mile) and to Fox Hollow Elementary to the south (1.3 mile). There are significant gaps in the proposed sidewalk in both directions along 5600 W to both schools.

Received a citizen complaint about the lack of a traffic signal at the Sugar Factory Road and Redwood Road intersection. The planned project will be bid this spring 2014 and the new traffic signal should be operating by the end of the summer.

### ***GIS (Geographical Information Systems Division)***

Developing and maintaining a SDE database – this involves creating a database with GIS data that is used by Public Works and other departments. This involves creating a geodatabase on the server that we can add data to and update the data we already have. There is a lot of data that is spread out among different people and departments, with some of that data being updated and some of it being out of date. By creating a SDE database and as we go through importing in the data that is used most often by various departments, as well as the most up to data available, we will be able to have a centralized location of data for people to use. The goal is to have one place that people using ArcMap can go to find the data they need, not have to look in multiple places to find it, and hopefully help facilitate keeping the data up to date. The SDE database will also be useful as we start developing more web-based mapping applications for uses like collecting or editing data in the field and a SDE database is also critical in the use of Cityworks for the program to track and maintain city assets.

Updated the existing and future parks map for Capital Projects department. Created map for 5600 W property.

Created a map and a mailing list for the parcels in the Stone Creek Assessment area.

Attended the quarterly Salt Lake User Group meeting for GIS, with speakers from an engineering firm discussing how they've implemented better GIS practices like connecting multiple users throughout the US to their GIS database, how they track data and projects, and standardizing their GPS data collection within their company.

Created new run books for Water, Sewer, and Storm Drain utilities, with the end goal being a pdf document with a linkable index page for fast navigation on a mobile device.

Completed personnel information for Cityworks database. This information will enable the system to calculate exact repair/maintenance costs based on hourly wages and cost of materials.

Provided utilities map to Meridian Engineering for development purposes.

Provided GIS data to the Police Department for creating WJCPD Law Areas.

Attended LiDAR meeting at SLC to get updated on the status of the county wide LiDAR project. The project is behind schedule because of poor air quality which affects the ability to collect the LiDAR data. We should see some sample data within the next 4-6 weeks.

Created Stone Creek Assessment area map and spreadsheet properties to include owner's names and mailing addresses.

Created neighborhood watch area map for Christie Jacobs (Police).

Assisted Utility Billing with water meter/property information regarding area of proposed CVS Pharmacy at 7800 S Redwood Rd.

Review 7 plats and 2 questionable address.

Lost 4.8 lbs in Biggest Loser Contest!

Created a mowing schedule map for Chris Pearson and his parks crew (see map below).



## CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, February 21, 2014

<i><b>ACTION REQUESTED</b></i>	<i><b><u>STATUS/PLANNED ACTIONS</u></b></i>	<i><b><u>PRIMARY ASSIGNMENT</u></b></i>	<i><b><u>TASK COMPLETE</u></b></i>
<p>Amendments to the billboard section of the zoning code</p>	<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 19<sup>th</sup> 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</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>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 19<sup>th</sup>.</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> <p>January 31, 2013 – The redrafting of language amending the sing code is scheduled to go back to the planning commission on February 18.</p> <p><b>February 21, 2014</b> – The planning commission postponed action on the draft amendments for digital billboards until May 6<sup>th</sup> to give the sign industry representative (Reagan Outdoor Advertising) more time to review and comment.</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> <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> <p>January 24, 2013 – A revised draft has been prepared renaming the new code section “renewable energy systems” and consolidating it with the accessory use section of the zoning code. It is scheduled to go before the planning commission for public hearing on February 4<sup>th</sup>.</p> <p><b>February 14, 2014</b> - Revised code for renewable energy/accessory uses is scheduled for public hearing on city council agenda March 12<sup>th</sup>.</p>		
<p>Future Land Use Map amendments and review of Multifamily sites</p>	<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</p>	<p>Tom Burdett</p>	<p>In Progress</p>

<i><b>ACTION REQUESTED</b></i>	<i><b><u>STATUS/PLANNED ACTIONS</u></b></i>	<i><b><u>PRIMARY ASSIGNMENT</u></b></i>	<i><b><u>TASK COMPLETE</u></b></i>
	<p>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> <p>January 24, 2013 – Changes will be scheduled for the March 4<sup>th</sup> meeting of the planning commission.</p> <p><b>February 14, 2014</b> – Changes will be scheduled for the March 18 meeting of the planning commission.</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 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</p>	Tom Burdett	In Progress

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	<p>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 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</p>		

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	<p>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> <p><b>February 14, 2014</b> – – The Economic Development Team has discussed potential improvements on Redwood Road. A proposal is being brought to the City Council regarding the possible engagement of a lobbyist to secure funding for public improvements on Redwood Road. Such developments. Could potentially include new streetscapes, planted medians, and lighting improvements. The cost of securing a lobbyist for one year with total approximately \$50,000. However, with the possibility of tapping a 2014, state transportation fund balance of more than \$350 million, it should be possible to convince the State to support improvements associated with phase 1 of this project, 7800 S. to approximately 8200 S. The Council will decide on February 26 as to whether the City will issue an RFP for a lobbyist.</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 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</p>	Rick Davis	In Progress

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	<p>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 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.</p>		

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	<p>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 9<sup>th</sup>, 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 20, 2013 -- More than 600 letters have been sent to residents within the proposed assessment area. These letters alert residents to the presentation of an open house on January 9, 2014 in the media resource room of West Hills Middle School. The open house will be presented from 6 PM to 8 PM and offer residents. The ability to provide feedback regarding the proposed assessment area and the improvements proposed for the area. Our intention is to gather citizen feedback, make any last modifications, and prepare a presentation for Council. I anticipate, depending on the feedback that we received from Council, and their willingness to move forward with the assessment area, to meet and April 1 target for assessment area implementation.</p> <p>January 10, 2014 -- the last open house to address the Stone Creek assessment area initiative was held at West Hills Middle School on January 9, 2014. Several dozen residents showed and the event was very successful. Staff has been working with a committee of citizen/resident volunteers from the area who assisted at the information stations. We received very positive and valuable feedback from the residents who attended. We are now in the process of assembling a presentation for</p>		

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	<p>Council consideration in February.</p> <p>January 31, 2014 -- Bob Thorup has prepared a notice of intent to establish an assessment area for staff review. Please remember that you will need to declare this intent and then hold a public hearing. There is also a protest of 30 days. Given all that is required to be accomplished to establish the assessment area, we do not perceive the ability to implement the assessment area until the third week in April.</p> <p>February 14, 2014 -- Notices are being mailed to more than 700 residents of the capstone Creek area, informing them of the councils intention to consider the establishment of an assessment area. Once the Council has declared their intention, a subsequent meeting 30 days later will be scheduled for assessment area ratification. Following another protest period of 30 days, the assessment area will become effective. Staff is estimating a monthly assessment of approximately \$6.70 per month. If the Council continues on the course of considering and adopting a citywide parks, trails, and open space utility, the City could consider moderating the Stone Creek assessment. Such can also be considered for the Highlands assessment area which was established in 2013.</p> <p><b>February 21, 2014</b> -- Council will consider a declaration of intent to establish the assessment area on February 26.</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 15<sup>th</sup>. The next meeting was scheduled for September 10<sup>th</sup> 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> <p>December 13, 2013 – The draft policies have been referred to the planning commission for recommendations for amending the General Plan.</p> <p>January 24, 2014 – A public hearing to amend the city’s General Plan to include the vision statement is scheduled for February 4, 2014.</p> <p>February 14, 2014 – The ordinance amending the General Plan to include the</p>		

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	<p>vision statement is scheduled for city council on March 12<sup>th</sup>.</p> <p><b>February 21, 2014</b> – A public hearing for consideration and adoption of the language modifying the General Plan has been scheduled for March 12th, with City Council.</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> <p>January 31, 2014 -- The next committee meeting is scheduled in February. Part of the discussion of this meeting will be the need to expand the scope of the committee to address the possible elimination or modification of pocket parks in targeted areas of the city.</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 minor changes be prepared to the temporary sign sections to allow some time frames</p>	Tom Burdett	In Progress

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	<p>(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> <p><b>February 14, 2014</b> - Amendments have been delayed waiting for information from Jordan Valley Medical Center and Bangerter Station LLC (Boulder Ventures).</p>		
Branding Initiative	<p>February 14, 2014 – – This table will begin to provide updates specific to the implementation of the adopted branding initiative. The Branding Committee met this week to discuss the implementation of this initiative. A timeline will be sent to the committee and to the Council in the near future. A budget proposal has been composed and was reviewed by the committee. It will be sent to Council and a portion of that request will be part of the February 26 budget amendment proposal. The committee believes that there exist several strategies that should be implemented in the current fiscal year. However, much of the messaging associated with this initiative depends on the Council decision regarding a new logo. Meanwhile, there are a couple of exciting possibilities that were working on right now. For example, we would like to begin airing 32<sup>nd</sup> commercials prior to movies at Jordan Landing 24 theaters. In addition, were working with UTA to compose a Mayors welcome to West Jordan that would be played as trains approach Gardner Village station. Finally, we are beginning the development of ImagineWestJordan.com, , a lifestyle website, which would capture most of the branding messaging. Our intention with some of our other communications is to drive eyes to that website.</p> <p><b>February 21, 2014</b> – – new logo concepts</p>	Rick Davis	

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	<p>have been forwarded to the Council for their review prior to the February 26 Council meeting. Staff will seek a decision from Council regarding logo at that meeting. Meanwhile, the City Manager and the Mayor met with UTA to assess possible joint community marketing ideas utilizing transit which would be helpful in communicating the City's brand message. UTA representatives expressed an enthusiasm for assisting the City in this endeavor.</p>		
Budget Reformat Investigation	<p>February 14, 2014 - Scheduled a meeting with citizens and two Council members on February 19, 2014 at 6:00 p.m. in the Schorr Gallery.</p> <p><b>February 21, 2014</b> – Meeting was held on Feb 19<sup>th</sup>. The meeting was attended by Councilmember McConnehey, Councilmember Haaga, Dan Griffiths, Bryce Haderlie, Eric Okerlund, Ryan Bradshaw. The main topics that were discussed involved the financial reporting. Group agreed in concept to</p> <ol style="list-style-type: none"> <li>1. Prepare an itemized report of Green Sheet Items and Council Goals and report this to Council in February each year.</li> </ol> <p>Second meeting will be scheduled to receive additional input from citizens who were unable to attend and continue discussions on improvement.</p>	Ryan Bradshaw	
Legislative Advocacy	<p>February 14, 2014 -- The Council has expressed a great deal of interest in advocating positions associated with various topics. Perhaps on the top of this list is house bill 54, the bill that addresses the auto dealers and our extraction from the 15 mile trade area bubble. We saw this year how quickly the auto dealers Association can mobilize to kill any initiative that threatens their cartel. Nevertheless, the Mayor has been relentless in advocating for this bill's</p>	Rick Davis	

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	<p>passage upon the Hill. Moments ago, I received a phone call from Jim Bird, during which he informed me that he thought the perhaps we need to change our strategy. He is working on a new initiative that may prove in the end, to be more fruitful and effective. I cannot disclose it at this time, but I will be in touch with you in the near future to bring you up-to-date with that strategy.</p> <p>Meanwhile, we very much hope that the almost daily updates on legislation, as well as updates at Council meetings have been helpful for you. We appreciate your weighing in on the various topics and issues. Our legislative team has been working very hard to make sure that we are represented in every regard at the legislature. We will continue to monitor and update you as this session progresses.</p> <p><b>February 21, 2014</b> – – By now you have received several updates from our legislative team and the League regarding the progress or lack thereof associated with various bills on the Hill. The City continues to monitor house bill 102 and house bill 66. HB 102 addresses restrictions on the use of assessment areas to address in direct benefits for citizens. In essence, it would kill our ability to utilize assessment areas for open space perpetual maintenance. HB 66 would require cities to meter water and other utilities being provided to municipal facilities and properties and would further require the general fund to pay the enterprise funds for the use of these utilities. Our recommendation has been and continues to be to oppose both of these bills. Based on the feedback we have received from Council, we have provided our response to the League. Please look for further legislative updates via email.</p>		
Sign Ordinance Review	<b>February 14, 2014</b> – Staff is preparing an outline for a future discussion with City	Tom Burdett	

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	<p>Council to identify the scope, committee members and time estimates for completion. This outline will be brought back city council for further direction.</p>		
<p>CERT/CPR Resident Training</p>	<p><b>February 14, 2014</b> - Continue to advertise and use all public outreach means to get citizens enrolled for CERT. Look to coordinate with the Police Citizen academy to offer CERT Training at a later date to those attending Police Citizen Academy.</p> <p>To offer Citizen CPR need to develop a plan to determine cost and equipment available to be able to teach CPR, will be working in the budget process to find existing funds that could be used to get the required equipment to teach to larger groups.</p>	<p>Marc McElreath</p>	
<p>Snow Removal Improvements</p>	<p>February 14, 2014 - The plans for improvement are twofold: 1) short-term and 2) long-term. We have implemented the short-term improvements we are able to fund at this time which includes attaching the Parks Division to the Streets Division as it is related to snow removal for mainline, secondary, and subdivision roads and sidewalks. The Utilities Division is also helping with these items above plus they have taken on assignments with removing snow from pedestrian pathways. The Facilities and Engineering Inspection divisions have taken over the assignment which Parks previously took care of which was sidewalk and parking lot snow removal for City facilities. We are now beginning to work on the long-term plan, which addresses snow removal for the next snow season. We have a meeting schedule for next week to begin putting this plan together.</p> <p><b>February 21, 2014</b> -- Administration met with operation services personnel this week to begin the composition of a long-term snow removal strategy. The new strategy will focus on human capital, capital</p>	<p>Wendell Rigby</p>	

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	<p>equipment, and technology deficiencies. While the short-term strategy associated with residential snow removal appeared to elevate service of the latter part of this winter, we are confident that the long-term plan, which will be presented to Council for the end of this fiscal year, will significantly elevate this service level.</p>		